

Purpose of form

This form must be completed by the licensed professional authorized by the owner of the location to notify the Department of unsafe conditions discovered during a FISP Critical Examination of the exterior walls and appurtenances of buildings above six stories.

Submit a copy of this form to each of the following:

1. Local Law Enforcement Unit (Façades)
2. Corresponding Borough Commissioner

Contact information can be found at <http://www.nyc.gov/html/dob/html/contact/contact.shtml>

References

Requirements to notify the Department of unsafe conditions and for the building owner to undertake repairs and secure public safety can be found in Rule 1 RCNY 103-04 Chapter 100 Subchapter C Maintenance of Buildings; Section 103-04 Periodic Inspection of Exterior Walls and Appurtenances of Buildings, in the following sections:

- (b) Critical examinations
- (2) Inspection procedures
- (5) Unsafe conditions

Additional safety measure regulations can be found in Building Code Chapter 33, Section 3307—Protection of Pedestrians.

Refer to Rule 1 RCNY Section 103-04 at <http://www.nyc.gov/html/dob/html/reference/rules.shtml> for more information.

1 Location Information

- A complete and accurate set of location information is required for all applications.

2 Owner Information

- The owner is required to immediately undertake repairs and secure public safety as per Building Code Chapter 33, Section 3307—Protection of Pedestrians.

3 Professional Information

- The applicant must provide a complete set of information in this section.

4 Notification Details

- Describe defects and location
- If needed, an additional page is provided

5 Statement and Signature

- All statements should be reviewed in detail in this section before it is signed. If the applicant is a licensee, a seal is required.