

THE CITY OF NEW YORK  
HOUSING AND DEVELOPMENT ADMINISTRATION  
DEPARTMENT OF BUILDINGS  
DIRECTIVE #11 of 1974

DEPARTMENTAL MEMORANDUM

DATE: June 11, 1974

TO: Borough Superintendents

FROM: Thomas V. Burke, P.E., Director of Operations

SUBJECT: LOCAL LAW 5/73 - COMPLIANCE PROCEDURES

Local Law 5/73 provides for the compliance by the owners of existing office buildings 100 ft. or more in height, over a period of years. The subject matters and dates for such compliance are indicated in the accompanying table.

For enumerated items 5 through 8 on the table, the law requires that a statement be submitted to the Commissioner of Buildings, with a copy to the Fire Commissioner, by July 18, 1974. The statement is to set forth a schedule and time table for the performance of the work. The statement should be filed as an alteration application and should include a general description of the installation or construction work involved and the projected date for the filing of working drawings, the date when the work is to start, and the date for completion.

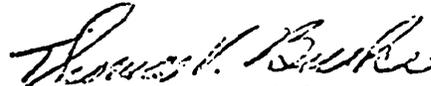
The initial filing may be made by the owner. The Administrative Code requires that the working drawings be filed by a registered architect or professional engineer. All subsequent work for compliance with the local law is to be filed as an amendment to the same alteration.

As each component is completed, a completion letter is to be issued for that portion. The index card should note "LL 5/73" next to the alteration application number as an indicator for the filing for subsequent work for compliance.

All requests for variances from the requirements of Local Law 5/73 shall be processed in accordance with the current procedure for requests for minor alterations. If such request shall be referred to the Director of Special Projects instead of the Executive Engineer.

No waiver of any requirements is to be granted by the Borough Superintendents or any person other than the Commissioner or by the Board of Standards and Appeals.

Accompanying this directive also is a listing of the affected buildings in your borough as identified by the Fire Department. Please keep a record of the status of the filings and the progress toward compliance for each of these buildings. Each district inspector should be requested to identify any buildings in his district to which Local Law #5 is applicable and which the Fire Department may have inadvertently overlooked.

  
Thomas V. Burke, P.E.  
Director of Operations

TVB:JWS:ASR

Encs.

cc: Comm. Walsh  
Deputy Comm. Jenkins  
Assistant Comm. Parascandola  
Executive Staff  
Kenneth Patton, Real Estate Board  
Mayor's Advisory Council on  
Building and Construction  
Fire Chief O'Hagan  
Executive Staff

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