

THE CITY OF NEW YORK  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: January 19, 1982

TO: Boro Superintendents

FROM: Irving Minkin, P.E. - Deputy Commissioner *JEM*

SUBJECT: Local Law 10/80 - Inspection of Building Facades

In order to facilitate tracking and control of compliance with local law 10/80 the following procedure is to be implemented immediately:

1) Return original computer printouts of buildings with 7 stories and over to Ass't Commissioner Jack Grill forthwith at 120 Wall Street.

2) Forward one copy only that you have received of Form 29 (3/80) "Report of the Periodic Inspection of Exterior Appurtenances of Buildings" to Jack Grill.

Only those reports that have been duly signed by a licensed engineer or architect are to be accepted. Where a report is not signed you are to return the report and attachments to the submitting party. However, if the unsigned report notes that an unsafe condition exists a copy of the unsigned report is to be sent to Jack Grill.

3) Where a report, wether signed or unsigned indicates an unsafe condition you are to issue violations based on the report and a copy of said violation is to be forwarded to Jack Grill.

4) Where a violation reinspection results in the issuance of a summons you are to notify Jack Grill by letter noting the summons number, premise address and scheduled court date. You are also to report the disposition of the summons.

5) Where an owner alleges exemption from the subject law because of the number of stories you are to evaluate and respond to the owner within two weeks. A copy of your response is to be forwarded to Jack Grill.

6) Where a paved walkway or plaza leads to a building set back 25 feet or more from the street, that portion of the building wall adjacent to the paved walkway or plaza is subject to the law. Therefore, there is no compliance exemption for any building exceeding 6 stories in height.

cc: Comm. Fruchtman  
Depty Comm. B. Parascandola  
Asst Comm. C. Dennis  
Asst Comm. J. Grill  
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