

CITY OF NEW YORK  
DEPARTMENT OF BUILDINGS

DIRECTIVE No. 12-1967

To: Borough Superintendents

Date: May 9, 1967

From: Julius W. Schneider  
Director of Operations

Subj: Street Fair  
Permits

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This directive supersedes Directive No. 8-1961 issued July 25, 1961 as well as any previous issuances on the same subject.

The new procedure for issuing street fair permits has been revised, at the direction of the Mayor, and sets up a one-stop system under the operation of the Department of Commerce and Industrial Development. A copy of the procedure, together with the form to be used, is attached hereto.

The new procedure provides that the Department of Buildings will not be involved except where the erection of stands, platforms, or other structures are proposed. In such cases approval by the Department of Buildings of the plans and specifications for such structures will be required prior to the issuance of the permit by the Department of Commerce and Industrial Development.

The procedure for processing a structure which is typical and may be used as a prototype for possible future erection in various locations in the City of New York, established under Directive No. 8-1961, shall be continued. This will obviate repetitive filings and examinations.

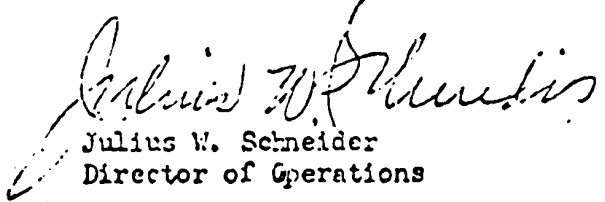
The procedure outlined in Directive No. 8-1961 is as follows:

1. Six copies of the sketch of the proposed structure shall be required to be filed to secure approval of the initial application.
2. All copies of the sketch, when approved, shall be endorsed by the Chief Engineer who shall retain one copy to be given to the applicant, and one copy to be sent to the Chief Engineer of each of the other borough offices.
3. The Chief Engineer in each borough office shall maintain a file of such approvals to which reference can be made when future applications for the erection of the typical structure are received.
4. The examination of such plans may be delegated to an examiner, but the function of approving and endorsing the application shall continue to be performed by the Chief Engineer.

A-12

You will be advised as soon as this procedure becomes effective.

Encl.  
JWS:SF

  
Julius W. Schneider  
Director of Operations

cc: Comm. Moerdler  
Dep. Comm. Ferro  
Dep. Comm. Diamond  
Asst. Comm. Dehrot  
First Asst. Counsel Beck  
Asst. Comm. Narvaez  
Dir. of Investigations Colon  
Asst. Comm. Unger  
Martin Perlmutter-Public Relations  
Dir. of Bldg. Constr. Burke

cc: Ch. Insp. of Constr.-Oper. Broiner  
Executive Engineer Minkin  
Plan Examiner Sakona  
Dir. of Housing Riley  
Exec. Hsg. Asst. Dell'Aira  
Senior Administrator Greenberg  
Administrator Kehoe  
Actg. Administrator Kopunek  
Acting Dir. of Training Nathan  
Analysis

A-13