

THE CITY OF NEW YORK  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: June 4, 1982

TO: Borough Superintendents  
FROM: Irving E. Minkin, P.E., Deputy Commissioner  
SUBJECT: Violation Dismissal Procedure; Local Law No. 10/80

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In order to dismiss violations for hazardous conditions, as well as to ascertain that precautionary work has been satisfactorily completed, the following procedure will be followed:

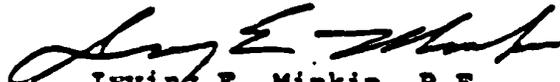
A. Dismissal of Hazardous Violations

The professional that filed the original report, or another professional, is to file an affidavit indicating that all of the hazardous conditions noted in the original report have been corrected. The professional is to reference the affidavit with the original report, block, lot, address (include all street addresses), owners name, and original violation numbers. He is also to indicate the name of the firm that did the repair work.

A copy of the affidavit is to be sent to Assistant Commissioner J. Grill at 120 Wall Street, who will then have the violation dismissed in Central Office records, and so indicate to the Borough Superintendent, Inspector General Klein, and the owner of the property.

B. Precautionary Corrections (Ordinary Repairs)

A similar affidavit regarding the precautionary corrections is to be filed in the same manner as described above for dismissal of hazardous violations; and, the Department will process the affidavit attesting to satisfactory completion of all repairs in a manner similar to that noted above for dismissal of hazardous violations.

  
Irving E. Minkin, P.E.  
Deputy Commissioner

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cc: Commissioner Fruchtman  
Deputy Commissioner Parascandola  
Mayor's Office of Operations  
(Att: Carol Felstein, Mary Jane Wilson)  
Assistant Commissioner Dennis  
Assistant Commissioner Grill  
Executive Staff  
BIAC  
Professional Society  
City Agencies

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