



THE CITY OF NEW YORK
DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT
DIVISION OF CODE ENFORCEMENT
94 Old Broadway, 7th Floor New York, NY 10027

June 24, 2020

Dear Property Owners,

The Department of Housing Preservation and Development (HPD) periodically provides updates on new legislation and information on available materials and resources to residential building owners to support compliance with the New York City Housing Maintenance Code, the New York State Multiple Dwelling Law and other relevant city codes. Visit the [HPD website](#) to read this bulletin (and past bulletins) in other languages.

COVID-19 Update: The HPD borough offices are temporarily closed to encourage social distancing and help keep New Yorkers safe from coronavirus (COVID-19). For assistance from borough office staff, you can still reach us by phone or mail. [Contact information can be found on the HPD website.](#)

This publication is intended for informational purposes only and is not intended as legal advice. This information is not a complete or final statement of all the duties of owners and tenants regarding laws and rules relating to housing in New York City.

New: Heat Sensors Program

Local Law 18 of 2020 requires HPD to select 50 class A multiple dwellings with heat violations and heat-related complaints, every two years, for participation in the City of New York's new Heat Sensors program. Under the law, owners of selected buildings will be required to install one heat sensor (an internet capable temperature reporting device) in one living room of each dwelling unit in the building by October 1st of the year in which the property is selected. Tenants will need to be notified about the program and are required to have access to the temperature readings. Tenants have the option to refuse installation of a heat sensor in their dwelling unit. Failure by the owner to comply may result in the issuance of a hazardous violation. HPD will conduct inspections during heat season (October 1st through May 31st) at least once every two weeks. Owners selected for the program should expect to receive a Notice in the mail in early July. [HPD's website](#) will also be updated with more information about this program by July 1st.

Property Registration changes, including new requirements regarding lead-based paint compliance

The annual property registration has begun. Property owners / agents who have provided HPD with an email address on the current registration should have received an email notice about the availability of



the form through the Property Registration Online System earlier this week. Note that the form will now print as an 8 ½ X 11 form, making this process easier for property owners who only have access to 8 ½ X 11 paper. We strongly encourage everyone to use this system to obtain your form. Do not forget to make any appropriate changes, sign, and date the form and send it to HPD; payment should be sent to the Department of Finance (DOF). You can use the new payment form now included with your printed form to ensure that DOF properly processes your payment.

Note a change on the registration form for properties built prior to 1960. Property owners / agents of these properties are required to indicate compliance with requirements of Local Law 1 of 2004, The New York City Childhood Lead Poisoning Prevention Act, as a part of the annual property registration process. For more information on the requirements of this law, you can go to our [Lead-Based Paint webpage](#), or, during the registration process, click on the links provided for information about the specific requirements. If you are not currently in compliance with these requirements, we highly encourage you to view our webinars (see the EDUCATION section on the webpage) about each topic so that you can immediately start to bring yourself into compliance. **Penalties may be significant for failure to comply with Local Law 1 of 2004.**

If you are asked to complete this new section but your building was either: 1) Built after January 1, 1960, and the property has never been issued a tested lead-based paint violation (order #617) by HPD or a Commissioner's Order to Abate (COTA) by the Department of Health and Mental Hygiene (DOHMH); or 2) Legally has only 1 or 2 residential units; please email HPD with the building address, borough, and correct information for the year built at codevios@hpd.nyc.gov so that HPD can update its records accordingly. You may submit supporting documentation such as the certificate of occupancy along with your request.

COVID 19 General Information

HPD would like to continue to provide pertinent COVID-19 information for building owners, building management, and tenants regarding taking proper precautions. Please read DOHMH's updated [What You Need to Know about COVID-19 factsheet](#). The [disinfection guidance for businesses](#) and the [FAQ for businesses](#) have also been updated to include the most recent guidance from New York State that all essential workers must wear a face covering when interacting with the public. Please distribute these documents to your building staff. If your building has any congregate facilities (shared bathroom, kitchen, dining area or living room areas), you should also review [the congregate care checklist](#). Distribute to your staff, as applicable. NYC DOHMH has also issued further guidance on physical distancing in congregate and supportive living settings that you can view [here](#).

For information from HPD, please visit NYC HPD COVID-19 webpage [here](#). For up-to-date health information, visit NYC DOHMH COVID-19 webpage [here](#).

To receive timely updates from the Notify NYC program, text "COVID" to 692-692."

COVID-19 Guidance: HPD Inspections and Violations

HPD continues to conduct inspections and respond to emergency violations and orders. We are responding to tenants and owners who continue to seek our help and doing everything possible to continue to provide administrative support for all services.

As always, property owners and their agents should make every effort to correct immediately hazardous violations like lack of heat, hot water, water, or electricity and defective sanitary facilities.

For all violations, you should correct the condition as soon as possible and then certify, either by mail or by using [eCertification](#). Late certifications can only be completed by mail; we encourage you to submit these as well. You can also seek a postponement for the correction of some violations. Review the back of your Notice of Violation, [Certification instructions](#), our [Clearing HPD Violations FAQ](#) or call a [Borough Service Center](#) for more information. For specific details about certification of lead-based paint violations, see the [Lead-Based Paint](#) webpage. For specific details about certification of mold violations, see the [Indoor Allergen Hazards](#) webpage.

If you have already submitted a Dismissal Request either prior to the April 2020 or during the City's quarantine period, be advised that re-inspections are currently being scheduled in the order received. We encourage all owners whose HPD violation record (which you can review using HPDONLINE) does not reflect actual building conditions to file for a [Dismissal Request](#).

Follow Up: Definition of Child "Resides"

In early 2019, the City Council passed Local Law 64 of 2019 which amended the New York City Childhood Lead Poisoning Prevention Act to make the definition of where a child under the age of 6 resides more expansive. The amendment is intended to ensure that more residences are monitored for lead-based paint hazards that could harm children. The amended law provides that , in addition to the term "resides" meaning that a child lives in a pre-1960 building, a child is considered to reside in that building if that child "routinely spends 10 or more hours per week within a dwelling unit.

There were two effective dates in the legislation for this new expanded definition.

- Effective January 2020, property owners were required to use this new definition in their Annual Notice to tenants to determine if a child under the age of 6 resides in a multiple dwelling unit. A multiple dwelling is a building with three or more units.
- **Effective July 2020, HPD will start to enforce the new definition of "resides" during inspections.** HPD will continue to proactively inspect for lead-based paint hazards during all dwelling unit inspections where a child under the age of 6 lives in a pre-1960 building but will expand inspections to include where a child under the age of 6 routinely spends 10 or more hours per week within a dwelling unit. Violations will be issued if a lead-based paint hazard is identified by HPD, or if a lead-based paint hazard is presumed to exist, in any multiple dwelling building where a child under the age of 6 resides, using this new expanded definition.

United States 2020 Census

The 2020 Census is here, and New York City needs you to respond today. We need a complete and accurate count to have the population data, billions in funding, and complete representation that we rightfully deserve. The census is 100% confidential, safe, and easy. Take a few minutes to secure New York City's future: visit <https://my2020census.gov/> or call **844-330-2020** to fill out your census today!

Window Guards Saves Lives

Under city law, landlords of buildings with three or more units are required to install Health Department-approved window guards in apartments where a child 10 years of age or younger lives. During the COVID-19 pandemic, window guard installation and repair remains an essential service, meaning that installation and repairs cannot be deferred until social distancing measures ease. Learn more about window guard requirements on the [DOHMH website](#).

You can also [print a new informational postcard](#) to share with your tenants. This is also available in other languages: [Español](#) | [繁體中文](#) | [বাংলা](#) | [Kreyòl ayisyen](#) | [Русский](#) | [简体中文](#)

Window Guards: Information for [Building Owners](#) and [Tenants](#)