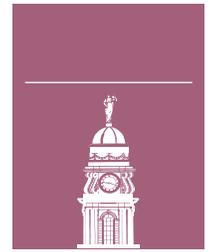


# LANDMARKS PRESERVATION COMMISSION

Sarah Carroll, Chair



## WHAT WE DO

The Landmarks Preservation Commission (LPC) designates, regulates and protects the City's architectural, historic and cultural resources, which now number more than 37,300 buildings and sites, including 1,437 individual landmarks and more than 35,000 buildings and sites within 150 historic districts and extensions across all five boroughs. The agency reviews applications for work on designated properties, investigates complaints of illegal work and initiates action to compel compliance with the Landmarks Law. LPC also administers a federally funded Historic Preservation Grant Program that provides financial assistance to low-to-moderate income New Yorkers to help fund work on designated properties.

## FOCUS ON EQUITY

One way that LPC applies an equity lens to its mission to protect New York City's architecturally, historically and culturally significant buildings is by prioritizing buildings and sites that reflect the diverse history of the City throughout the five boroughs. For example, during Fiscal 2020, LPC designated five historic buildings on West 28th Street in Manhattan associated with Tin Pan Alley that recognize the significant contributions and achievements of African Americans in early music publishing and the Manida Street Historic District in the South Bronx, an area less represented amongst landmarks.

The agency also focuses on equitable and inclusive service delivery through education and outreach programs describing the benefits and responsibilities of preservation in communities across all five boroughs. As a regulatory agency, it is essential for applicants to understand LPC rules and regulations. In December 2019 the Agency relaunched the LPC Permit Guidebook and introduced new forms to make LPC's application and permitting processes clearer and more accessible and the Commission provides the Guidebook on the Agency's website for free. During Fiscal 2020, LPC organized language accessible community-focused outreach events and informational presentations in four of the five boroughs, including events in Sunset Park and Bay Ridge in Brooklyn, Douglaston in Queens and Mott Haven and Manida Street in the Bronx. These events focused on the Agency's designation and regulatory processes, as well as funding opportunities available, including the Commission's own Historic Preservation Grant Program. As part of its response to the pandemic, LPC pivoted to allow for the e-filing of applications and began holding virtual and live-streamed public hearings, allowing the agency to continue fulfilling its mission while also maintaining public health and safety, boosting community participation and enhancing accessibility for mobility impaired and time-constrained New Yorkers in the process—practices LPC is investigating continuing post-COVID.

To make sure it can effectively communicate with all property owners across the city, the agency provides interpretation and translation whenever necessary at community meetings and is working on translating its application forms into the 10 designated citywide languages. During Fiscal 2020, the agency provided Spanish and Chinese interpreters at a community meeting in Sunset Park and translated the presentation into Spanish as well as Simplified and Traditional Chinese. LPC also provided a Spanish translation of the presentation for a Grants Opportunities Seminar in the Bronx. When LPC introduced e-filing applications and virtual public hearings in the Spring, instructions were translated into Spanish and Simplified and Traditional Chinese, the main languages, other than English, spoken within its historic districts.

## OUR SERVICES AND GOALS

### **SERVICE 1 Identify and protect qualifying architectural, historical, cultural and archaeological assets in all five boroughs.**

- Goal 1a Identify and designate as landmarks, eligible individual buildings, interiors, scenic landmarks and historic districts.
- Goal 1b Facilitate appropriate work on landmark buildings through technical assistance and timely issuance of permits.
- Goal 1c Increase compliance with landmark regulations.
- Goal 1d Evaluate potential impacts to archaeological resources in a timely manner.

# HOW WE PERFORMED IN FISCAL 2020

## SERVICE 1 Identify and protect qualifying architectural, historical, cultural and archaeological assets in all five boroughs.

**Goal 1a** Identify and designate as landmarks, eligible individual buildings, interiors, scenic landmarks and historic districts.

In Fiscal 2020, the Commission completed 11 designations including 10 individual landmarks and one historic district, for a total of 63 buildings and sites. Designation numbers were lower than previous years due to the impact of COVID-19, which slowed or suspended certain Agency activities and operations by necessity as part of citywide efforts to minimize person to person contact and contain the spread of the virus, including many of the types of in-person meetings, targeted outreach activities, field surveys and research work that are typically part of the designation process.

Among the new individual landmarks are five industrial buildings in Gowanus prioritized as part of the City’s multi-agency efforts to plan for the area’s future. The Agency worked with the Department of City Planning, key stakeholders and the community to inform the planning process and identify preservation opportunities in the neighborhood. These five properties represent the unique development history of Gowanus, which became a hub of industry and commerce after the construction of the canal in the 19th century. Built between 1884 and 1913 for industrial and manufacturing uses, these buildings are prominent within the neighborhood and have been adapted over time in response to changing community needs. LPC designated five historic buildings on West 28th Street in Manhattan associated with Tin Pan Alley that represent the diverse history of early music publishing, acknowledging the harsh realities faced by African Americans at the turn of the 20th century, as well as their achievements. The Commission also surveyed less represented areas like the South Bronx, where the agency designated the Manida Street Historic District in Hunts Point in June of 2020. This district is not only a reminder of the early-20th century residential development of the South Bronx, but also reflects this community’s long-term commitment to their neighborhood as it suffered through major periods of disinvestment and redlining.

Performance Indicators	Actual					Target		Trend	
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	5-Year	Desired Direction
★ Individual, interior and scenic landmarks, and historic districts, designated	20	30	21	24	11	20	20	Down	*
★ – Total number of buildings designated	1,411	324	485	642	63	*	*	Down	*
★ Critical Indicator	“NA” Not Available		↑↓ Directional Target	* None					

**Goal 1b** Facilitate appropriate work on landmark buildings through technical assistance and timely issuance of permits.

The number of permit applications received in Fiscal 2020 was 11,701 and the Commission acted on 10,950 applications, a decrease from Fiscal 2019. This decrease is related to the impacts on the City of COVID-19. In Fiscal 2020, approximately 85 percent of Certificates of No Effect (CNEs) were issued within 10 business days. This is an increase from 82 percent in Fiscal 2019 and hits our target. Expedited Certificates of No Effect (XCNEs) issued within two days remained stable at 99 percent. The average number of days from completed submission to issuance for CNEs was 5.7 days, down from 6.9 days the year prior. For XCNEs, it dropped from 1.1 to just 1.0 day on average.

For Permits for Minor Work (PMWs) average processing time dropped to 5.9 days from 6.8 days for all applications. In Fiscal 2018, the Agency implemented technology upgrades that have enhanced the accuracy with which the Agency tracks these applications. As a result of these improvements in data tracking and reporting, the Agency has identified that there exists a consistent subset of such applications which require additional time for processing in excess of the stated 10-day target—the overwhelming majority of which are processed in 12 days rather than ten—causing processing percentages to fall over time even as service standards have increased. With this in mind, the parameters of this indicator are currently under agency review. Through continuous evaluation of both our reporting and permitting processes, LPC aims to further enhance the efficiency and efficacy of our services and continue to execute our mission.

Performance Indicators	Actual					Target		Trend	
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	5-Year	Desired Direction
★ Work permit applications received	13,963	13,874	14,011	14,069	11,701	*	*	Down	*
★ Actions taken on work permit applications received	14,081	13,533	12,563	12,803	10,950	*	*	Down	*
Certificates of No Effect issued within 10 business days (%)	96%	93%	85%	82%	85%	85%	85%	Down	Up
Expedited Certificates of No Effect issued within two business days (%)	99%	94%	96%	99%	100%	100%	100%	Neutral	Up
Permits for minor work issued within 10 business days (%)	95%	92%	82%	80%	83%	*	*	Down	Up
★ Critical Indicator "NA" Not Available ⬆️⬇️ Directional Target * None									

### Goal 1c Increase compliance with landmark regulations.

In Fiscal 2020, Enforcement received 420 complaints, down from 492 in Fiscal 2019, with 347 total enforcement actions taken. There was a decrease in the number of investigations completed and enforcement actions taken because these processes are complaint driven, and the agency has seen a decrease in complaints over the last five years. LPC continues to investigate every complaint and has developed online tools to make it easier to file complaints.

Performance Indicators	Actual					Target		Trend	
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	5-Year	Desired Direction
Number of complaints received	792	677	583	492	420	*	*	Down	*
Investigations completed	997	661	648	394	347	*	*	Down	*
Enforcement actions taken: Total warning letters, NOVs, and stop work orders issued	1,221	937	837	479	416	*	*	Down	*
Violations admitted to or upheld at the Office of Administrative Trials and Hearings (%)	98%	98%	98%	98%	94%	*	*	Neutral	*
★ Critical Indicator "NA" Not Available ⬆️⬇️ Directional Target * None									

### Goal 1d Evaluate potential impacts to archaeological resources in a timely manner.

The number of archaeological application reviews in Fiscal 2020 was 347, a decrease of 43 applications from the previous fiscal year. Ninety-eight percent were reviewed within 10 business days, up from 97 percent last year, exceeding the target of 85 percent. Maintaining a consistent completion rate that exceeds target over the last five years is a result of several improvements to our review process. This includes better use of LPC's project and data management tracking program (ergis), publication of the LPC Guidelines for Archaeological Work in New York City and allocation of additional staff resources to this workstream.

Performance Indicators	Actual					Target		Trend	
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	5-Year	Desired Direction
Archaeology applications received	297	318	345	390	347	*	*	Up	*
Archaeology applications reviewed within 10 business days (%)	95%	96%	92%	98%	98%	85%	85%	Neutral	*
★ Critical Indicator "NA" Not Available ⬆️⬇️ Directional Target * None									

## AGENCY CUSTOMER SERVICE

Performance Indicators	Actual					Target		Trend	
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	5-Year	Desired Direction
Customer Experience									
Letters responded to in 14 days (%)	80%	85%	88%	89%	88%	*	*	Neutral	Up
E-mails responded to in 14 days (%)	98%	99%	93%	87%	92%	*	*	Neutral	Up
★ Critical Indicator "NA" Not Available ⬆️⬇️ Directional Target * None									

## AGENCY RESOURCES

Resource Indicators	Actual <sup>1</sup>					Plan <sup>2</sup>		5yr Trend
	FY16	FY17	FY18	FY19	FY20	FY20	FY21	
Expenditures (\$000,000) <sup>3</sup>	\$5.3	\$5.5	\$5.8	\$6.2	\$6.7	\$7.2	\$6.6	Up
Revenues (\$000,000)	\$7.1	\$9.2	\$7.0	\$7.9	\$6.3	\$6.0	\$5.5	Down
Personnel	71	65	70	75	76	80	79	Up
Overtime paid (\$000)	\$5	\$16	\$15	\$10	\$7	\$7	\$7	Neutral

<sup>1</sup>Actual financial amounts for the current fiscal year are not yet final. Final fiscal year actuals, from the Comptroller's Comprehensive Annual Financial Report, will be reported in the next PMMR. Refer to the "Indicator Definitions" at [nyc.gov/mmr](http://nyc.gov/mmr) for details. <sup>2</sup>Authorized Budget Level <sup>3</sup>Expenditures include all funds "NA" - Not Available \* None

## SPENDING AND BUDGET INFORMATION

Where possible, the relationship between an agency's goals and its expenditures and planned resources, by budgetary unit of appropriation (UA), is shown in the 'Applicable MMR Goals' column. Each relationship is not necessarily exhaustive or exclusive. Any one goal may be connected to multiple UAs, and any UA may be connected to multiple goals.

Unit of Appropriation	Expenditures FY19 <sup>1</sup> (\$000,000)	Modified Budget FY20 <sup>2</sup> (\$000,000)	Applicable MMR Goals <sup>3</sup>
001 - Personal Services	\$5.6	\$5.9	All
002 - Other Than Personal Services	\$0.6	\$0.8	All
Agency Total	\$6.2	\$6.7	

<sup>1</sup>Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended June 30, 2019. Includes all funds. <sup>2</sup>City of New York Adopted Budget for Fiscal 2020, as of June 2020. Includes all funds. <sup>3</sup>Refer to agency goals listed at front of chapter. "NA" Not Available \* None

## NOTEWORTHY CHANGES, ADDITIONS OR DELETIONS

None.

## ADDITIONAL RESOURCES

For additional information, go to:

- Press Releases (information on landmark approvals): <https://www1.nyc.gov/site/lpc/about/news.page>
- Discover NYC Landmarks interactive map: <https://www1.nyc.gov/site/lpc/designations/maps.page>

For more information on the agency, please visit: [www.nyc.gov/landmarks](http://www.nyc.gov/landmarks)