

1 RCNY §102-03

CHAPTER 100

Subchapter B Enforcement

§102-03 Potentially structurally compromised buildings.

- (a) Potentially compromised. For the purposes of this section, “potentially compromised” means a building or structure that:
 - (1) has had an open roof for sixty days or longer,
 - (2) has been shored and braced or repaired pursuant to an emergency declaration issued by the commissioner pursuant to Article 215 of Title 28 of the Administrative Code,
 - (3) has been subject to a precept as a compromised structure under Article 216 of Title 28 of the Administrative Code,
 - (4) may have suffered structural damage by fire or by partial collapse of floors, interior or exterior walls or other cause as determined by the commissioner.
- (b) Inspections.
 - (1) Initial inspections. Beginning September 1, 2013, the owner of a building or structure that has become potentially compromised must have a structural condition inspection of such building or structure. The inspection must be performed by a registered design professional within sixty days from the date that the building or structure becomes potentially compromised. The design professional must file a report as described in subdivision d of this section with the department within thirty days after the date of the inspection.
 - (2) Periodic inspections. After the initial inspection and filing of the report, structural condition inspections must be performed and reports as described in subdivision d of this section must be filed annually, unless otherwise specified by the department. The periodic inspections must continue until a certification is filed with the department by the registered design professional stating that the building or structure is no longer potentially compromised and the department has audited the certification to ensure its accuracy.
- (c) Notifications to the department.
 - (1) Department notification by owner. An owner of a building or structure must notify the department in writing that such building or structure has become potentially compromised immediately after such owner knows or should have known of the condition.
 - (2) Department notification by registered design professional. If a structural condition inspection reveals that there is an immediate risk to the public or property due to a violation of any applicable law or rule or any unsafe condition, the registered design professional must immediately notify the department and the owner by both calling 311 and in writing.
- (d) Report. The registered design professional must sign, seal, and submit to the department the report of the inspection required by section 28-216.12.1 of the Administrative Code and subdivision b of this section. The registered design professional must also submit a filing fee as specified in section 101-03 of the department’s rules, and must send a copy of the report to the owner. The report must include, but need not be limited to, the following information:
 - (1) the address of the property;
 - (2) the block and lot of the property;
 - (3) the owner’s name and contact information, including an address for the receipt of notifications and service of process;
 - (4) the registered design professional’s name and contact information, including an address for the receipt of notifications and service of process;
 - (5) the date of inspection or inspections;

- (6) detailed description and location of the structural damage found;
 - (7) a comprehensive analysis of the structural condition of the building or structure as a result of the structural damage, based on probes and calculations;
 - (8) photographs of the condition;
 - (9) 8 1/2" x 11" sketches of the property showing its relationship to the adjacent properties;
 - (10) schematically sketched floor plans, sections and elevations of the building and adjacent buildings, roof to foundation, with notes relating to the existing description of the property;
 - (11) at least two different photographs of each of the following: street façades, side façades, rear façades, the roof and the condition of the interior of the property;
 - (12) a statement that the owner received the report;
 - (13) an estimate of how long the building will remain stable;
 - (14) a proposed schedule for monitoring and repairing the condition;
 - (15) 8 1/2" x 11" sketches showing the work required to stabilize the property, such as shoring and bracing and/or partial demolition; and
 - (16) any additional information requested by the commissioner.
- (e) Final report. After the condition that caused the building or structure to be potentially compromised has been repaired, the registered design professional must submit to the department a signed and sealed report certifying that the building or structure is no longer potentially compromised.
- (f) Civil penalties. In addition to any other penalties authorized by law, failure to file a report pursuant to the requirements of section 28-216.12.1 and this section will result in a civil penalty of \$3,000 for each violation of such section, payable to the department.