



---

Rent Stabilization Association | 123 William Street, New York, NY 10038 | [www.rsanyc.org](http://www.rsanyc.org)

---

## **HPD COMPLIANCE AND CODE ENFORCEMENT**

**APRIL 20, 2021 | 9:30 A.M.**

**MODERATED BY KELLY FARRELL, ESQ. AND OLGA SOMERAS, ESQ.**

### **AGENDA**

**OPENING REMARKS**, by RSA General Counsel Olga Someras, Esq.

**MEMBERS' GREETING**, by RSA Director of Membership Michael Tobman, Esq.

**SPEAKER INTRODUCTIONS**, by RSA Policy Analyst Kelly Farrell, Esq.

#### **PRESENTATION BY HPD**

AnnMarie Santiago, Deputy Commissioner, Enforcement and Neighborhood Services, NYC Housing Preservation and Development  
Mario Ferrigno, Assistant Commissioner, Division of Code Enforcement, NYC Housing Preservation and Development

**Q & A**



### **SPEAKER BIOGRAPHIES**

**Ann Marie Santiago**  
**Deputy Commissioner, Enforcement and Neighborhood Services**  
**NYC Housing Preservation & Development**

Ann Marie Santiago has served as Deputy Commissioner for the Office of Enforcement and Neighborhood Services (ENS) at the NYC Department of Housing Preservation and Development (HPD) since 2018. She joined HPD in 1996 and has served in a variety of capacities related to housing code enforcement. She was promoted to Associate Commissioner in 2012 and to Assistant Deputy Commissioner in 2015 and received the Sloan Public Service Award in 2017. Ms. Santiago oversees a staff of approximately 1,000 employees responsible for assuring compliance with the New York City Housing Maintenance Code and the New York State Multiple Dwelling Law to promote quality housing for New Yorkers.

To accomplish this goal, ENS provides outreach and information to property owners and tenants regarding rights and responsibilities related to housing maintenance issues, conducts inspections and emergency repairs, and initiates litigation in Housing Court related to housing maintenance code violations.

Ms. Santiago received her Bachelor's Degree from New York University and her Masters in Management and Urban Policy from the New School.

**Mario Ferrigno**  
**Assistant Commissioner, Division of Code Enforcement**  
**NYC Housing Preservation & Development**

Mario Ferrigno has served as Assistant Commissioner for the Division of Code Enforcement (DCE) at the NYC Department of Housing Preservation and Development (HPD) since 2006. DCE is responsible for assuring owner compliance with the New York Housing Maintenance Code (HMC) and the New York State Multiple Dwelling Law (MDL) in privately-owned, multiple-unit dwellings and tenant-occupied apartments in one-and-two-family houses throughout the City to promote quality housing for New Yorkers.

# **NYC Department of Housing Preservation & Development Overview of HPD Processes & Lead-Based Paint Requirements**

---

Office of Enforcement and Neighborhood Services

# Your Speakers

**AnnMarie Santiago**

Deputy Commissioner, Office of Enforcement and  
Neighborhood Services (ENS)

**Mario Ferrigno**

Assistant Commissioner, Division of Code  
Enforcement



# DISCLAIMER

- This presentation is for informational purposes only and does not constitute legal advice. This presentation is not a complete statement of building owners' responsibilities relating to Housing Maintenance Code compliance, including with respect to lead-based paint or any other topic.
- This is intended as a *general guide providing basic information* on the New York City Childhood Lead Poisoning Prevention Act, also known as Local Law 1 of 2004. Owners must use their own judgment to adapt the suggestions and principles in this Webinar in order to comply with the laws.
- Our target audience: Building Owners with some basic familiarity with the City's Housing Maintenance Code and lead-based paint law and rules.

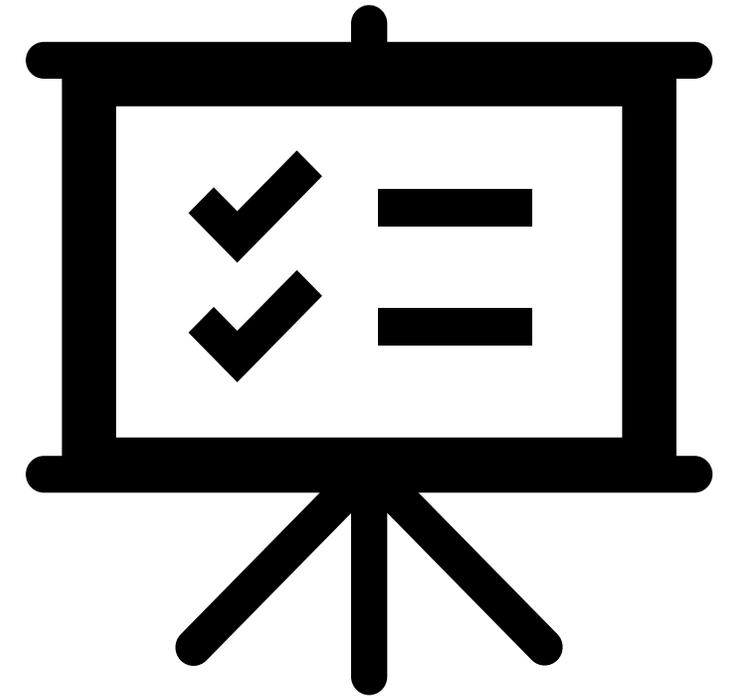


[This Photo](#) by Unknown Author is licensed under [CC BY-NC](#)

# Agenda

Part 1: Housing Preservation & Development (HPD) Basics

Part 2: Lead-based Paint Review and Updates

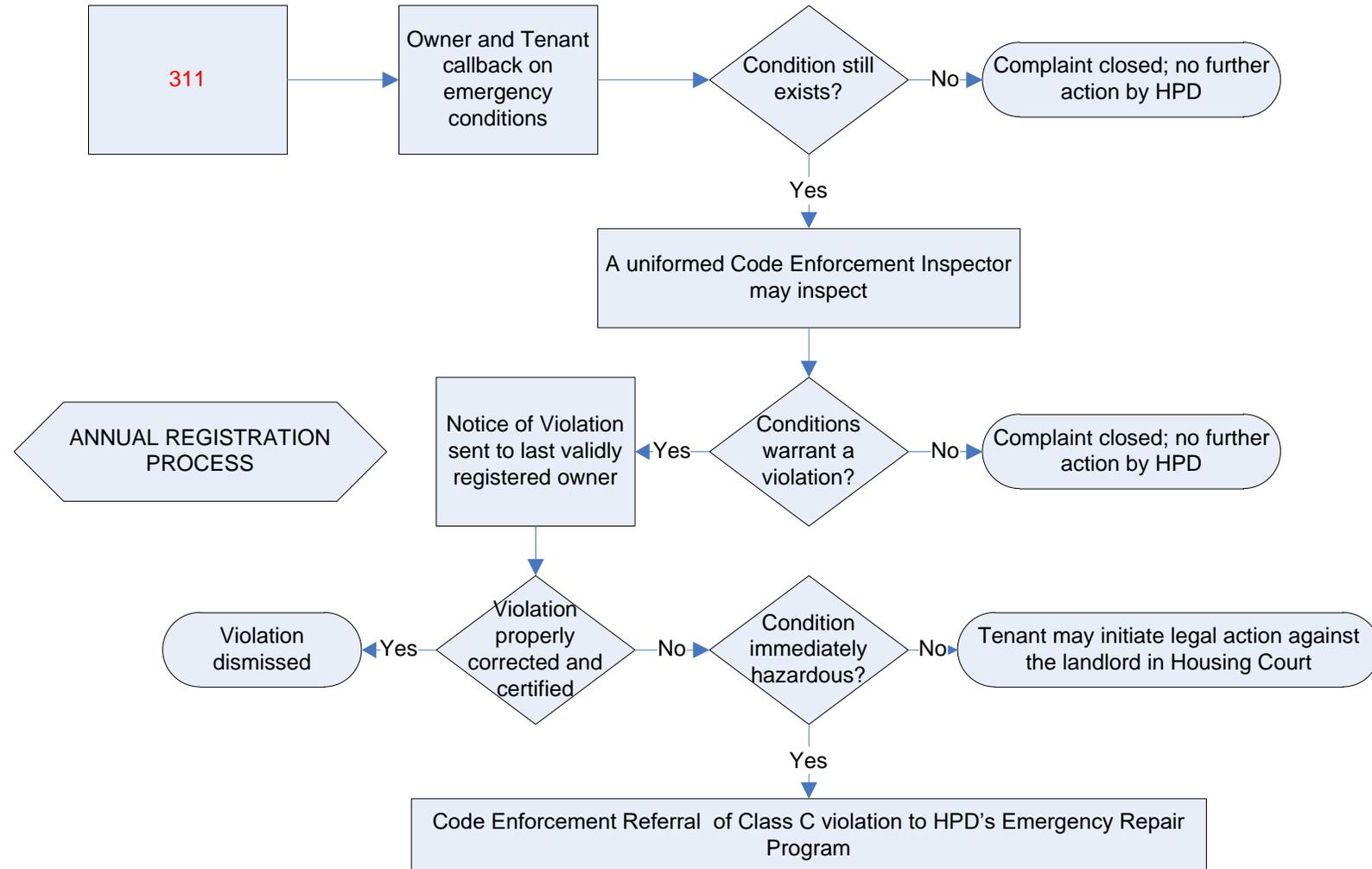


# HPD BASICS

# PROPERTY REGISTRATION

- Registration is required annually between June and August 31<sup>st</sup> for:
  - All multiple dwellings (buildings with three or more residential units). This includes condominium buildings (not units), cooperatives, and hotels.
  - One- and two-family homes **only if** neither the owner nor any immediate family member lives there.
- Registration form is available through the Property Registration Online System at [www.nyc.gov/hpd](http://www.nyc.gov/hpd), by emailing HPD at [register@hpd.nyc.gov](mailto:register@hpd.nyc.gov), by calling the Registration Assistance Unit at 212-863-7000.
- \$13 annual fee, payable to the Department of Finance as billed.
- Registration is required to certify violations, request a Dismissal Request or request a Violation Reissuance.

# HPD's Enforcement Process: An Overview



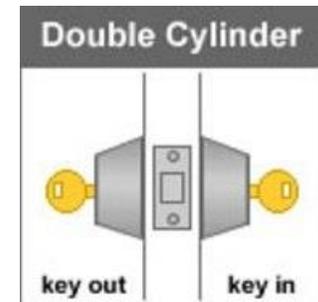
# INSPECTIONS AND VIOLATIONS

Inspectors perform a visual check of the building's façade for defects, all building areas in their line of travel, and the following nine items in the complainant's apartment:

- Smoke Detector (B)
- Carbon Monoxide Detector (B)
- Double Cylinder locks (C)
- Mold (A, B or C – if C, will be emergency repair)
- Mice (C)
- Roaches (C)

Always emergency repair:

- Self-closing doors (C)
- Window Guards (only if child under the age of eleven is a resident.) (C)
- Lead-based Paint (only if child under six is a resident.) (C)



# HPD Emergency Repair Process

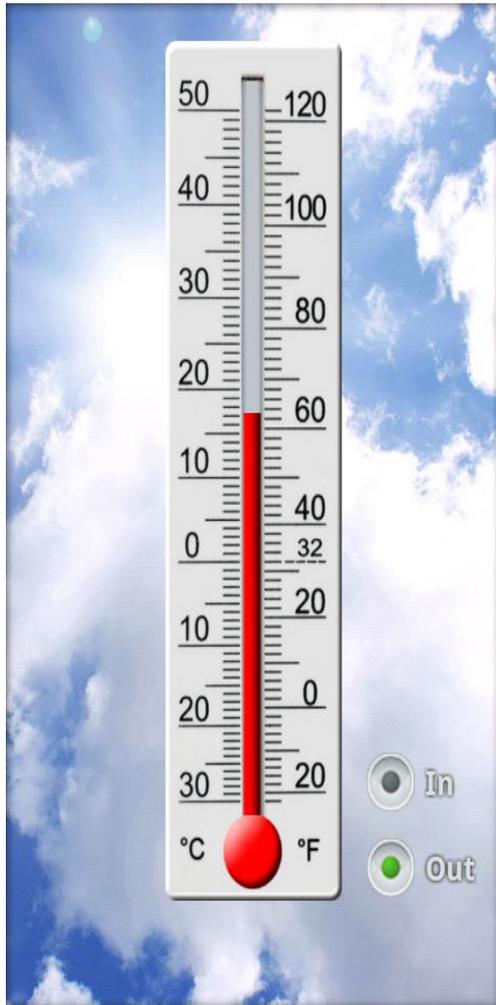
If a Class C violation is not certified timely, the following actions may be taken by HPD:

- As with *any* overdue violation, HPD may seek civil penalties against the property in Housing Court.
- The Class C emergency repair violation will be referred to the Emergency Repair Program (ERP). ERP's staff may:
  - Attempt to contact the managing agent or owner to encourage compliance.
  - Conduct another inspection to scope the repair.
  - Contract a vendor or assign HPD staff to make the necessary repairs if the work hasn't been done.

# HPD Emergency Repair Process

- If ERP finds that the repairs have already been completed properly before HPD conducts work, ERP may bill a service charge if a vendor was dispatched. Certify timely to avoid this!
- When HPD's vendor is paid, the charge against the property is billed to the owner through the Department of Finance (DOF). Since the charge is not billed when the work is done, but rather when the vendor is paid, there may be a delay before the owner is billed.
- HPD bills the owner through DOF for the full cost of the work, as well as administrative fees. The City is subject to laws governing procurement, contracting, and wages that may make such work significantly more expensive than the price that owners could obtain themselves.

# HEAT AND HOT WATER REQUIREMENTS



October 1<sup>st</sup> through May 31<sup>st</sup>.

- **DAYS (6 AM TO 10 PM)** If temperature outside is below 55° F, it must be 68° F or above inside
- **NIGHTS (10 PM to 6 AM)** it must be 62° F or above inside regardless of the outside temperature

Hot water is required to be maintained at a minimum of 120 degrees.



- ▶ Notice of Violation for heat and hot water violations is posted on the building the day the violation is issued, and civil penalties begin to accrue immediately.
  - ▶ The owner/agent will receive a Report of Violations (ROV), not a Notice of Violation, by mail.
- ▶ **HPD seeks civil penalties in Housing Court on heat and hot water violations.**
  - ▶ Settlement Fee option:
    - ▶ First heat or hot water violation the property has received within a certain timeframe (consult the ROV for specifics) AND you correct the condition within 24 hours of the posted notice, pay the Civil Penalty without going to Housing Court.
- ▶ Inspection fee: Multiple inspections resulting in violations results in automatically assessed inspection fees

# Violations

**Violation** – A citation issued for failure to comply with the law.  
 Violations are the responsibility of the property owner of the building.

**NOTE on the below chart: As of January 2019 Mold, roaches and mice are also 21-day Class C violations.**

Violation Class	Type	Time owner has to correct from notice before civil penalties begin to accrue
Class A	Non-Hazardous	90 Days
Class B	Hazardous	30 Days
Class C: Lead-Based Paint or Window Guards	Immediately Hazardous	21 Days
Class C: Heat and Hot Water Violations	Immediately Hazardous	Immediately
Class C: (all others)	Immediately Hazardous	24 Hours

# Clearing Violations

Correct the condition and then timely certify, either by mail or by using [eCertification](#), that the violations were corrected. Owners and managers can certify correction of violations in several ways, so long as they are current with their property registration.

Method to Clear	Eligible Violations	Action to Take	Clearing the Violation
<p><b><u>Certification:</u></b> Owners and managers can certify that violations were corrected by the correction date and submit to HPD by the certification date.</p>	<p>Recently issued &amp; within <b><u>Notice of Violation certification period</u></b> are eligible.</p> <ul style="list-style-type: none"> <li>• Class A: Correct within 90 days</li> <li>• Class B: Correct within 30 days</li> <li>• Class C: Most class C violations have a correction period of 24 hours. Lead-based paint, window guard, heat and hot water are exceptions, so check your Notice of Violation.</li> </ul>	<p><b>On the Internet:</b>            Use the <b><u>eCertification</u></b> online tool.</p> <p><b>By Mail:</b>            Send "<b><u>Certification of Correction of Violation</u></b>" form as directed on the form.</p>	<p>HPD may inspect these properties to confirm that the corrections were performed.</p> <p>For non lead-based paint violations, if no reinspection is conducted, the violation is deemed complied 70 days after the receipt of the certification. The violation is closed.</p>
<p><b><u>Apply for Dismissal Request:</u></b> HPD inspects violations that are past the certification period.</p>	<p>Any open violation is eligible. Some violations may require submission of documents in addition to the inspection finding of correction in order to be cleared.</p>	<p><b>In-person or by mail:</b>            Pay the fee and submit "<b><u>Dismissal Request</u></b>" to borough site office for non-AEP buildings. Owners and managers of AEP buildings must go to 100 Gold Street to submit <b><u>Dismissal Requests</u></b>. Forms are available at <a href="http://www.nyc.gov/hpd">www.nyc.gov/hpd</a>.</p>	<p>Upon inspection, HPD will close corrected violations.</p>
<p><b><u>Request Violation Reissuance:</u></b> HPD reissues violations as if they are new, giving owner a new certification period.</p>	<p>Violations that are more than 12 months old are eligible.</p>	<p><b>By Mail:</b>            Complete and mail the "<b><u>Violation Reissuance Request</u></b>" form.</p>	<p>The owner/manager must certify the reissued violation(s) within the new certification period. HPD may inspect these properties to confirm that the corrections were performed.</p>

<http://www.nyc.gov/html/hpd/html/owners/e-certification.shtml>

## *How can I certify correction of violations online?*

- ✓ Property Registration must be current.
- ✓ You must be the owner, named owner's officer, or managing agent of the building.
- ✓ You must enroll; it is better to complete this process prior to receiving any violations because it can take a couple of days!
- ✓ Just because you can eCertify does not mean you must! You can still submit paper certifications.

## **BENEFITS**

- Savings (no postage and notarization fees)
- Convenience (process anytime)
- Paperless
- Instant receipt of your certification activity.
- All violations within the certification period will be displayed and can be processed in one session.

# CARBON MONOXIDE AND SMOKE DETECTORS



Every dwelling unit must be equipped with smoke and carbon monoxide alarms.

## INSTALLATION:

- Should be installed within 15 feet of the primary entrance of each bedroom.
- All detectors must be equipped with an end-of-life alarm.
- Do not install next to bathroom, or kitchen.
- Do not place in areas likely to be damaged by children or pets.

**OWNER MUST:** Replace and install detectors at end of life and upon apartment turnover.

# INDOOR ALLERGENS

## New York City Local Law 55 of 2018

Allergens cause asthma attacks or make asthma symptoms worse and can cause allergies or respiratory illness. Common indoor allergens include mold, cockroaches and mice.

- New York City law requires that landlords keep their tenants' homes free of pests and mold. This includes safely fixing the conditions that cause the problems.

As required by Local Law 55, property owners must:

- Inspect every apartment and the building's common areas annually
- Use integrated pest management (IPM) practices
- Remove indoor mold and the water source feeding the mold, using certain work practices or specific contractors to assess and remediate mold
- 10 or more square feet of mold in a building with 10 or more units – **MUST** use a New York State Department of Labor-licensed mold assessor and remediator

# MOLD

- Indicates that there is water penetration, leaks or dampness.
- Found primarily in warm and damp locations, such as kitchens, bathrooms, basements and cellars.

When writing a mold violation, Code Inspectors may also write a violation for the moisture source, such as a roof or pipe leak. In order to address serious Mold conditions, landlords must identify and fix the source as well as remediate the mold.

- Class A mold violations automatically upgrade to class B violations if not corrected and certified.
- Class B and Class C mold violations must be reinspected by HPD, whether they are certified or not.
- Class B violations found to not be corrected upon reinspection are upgraded to Class C violations and may result in emergency repair.
- Class C mold violations have a 21-day correction period.



*Example of Emergency Mold Violation*

# New York State Mold Law and NYC Local Law 61



Under New York State Labor Law Article 32 (Labor Law), contractors are licensed to perform mold assessment and to perform mold remediation (separate licenses).

Independent contractors who are hired to assess and to remediate mold conditions must be licensed and follow the requirements of Article 32 of the Labor Law ([labor.ny.gov/home](https://labor.ny.gov/home), *search MOLD*) to perform the work. Remediating the mold includes addressing the source of the mold.

Under Local Law 61, the contractors must file assessment reports and remediation plans with the NYC Department of Environmental Protection (DEP). More information about the filing requirements can be found on DEP's website. Property owners who fail to have their contractors file properly can be penalized by DEP.

# PESTS



Most HPD pest violations are for:

- **Rodent** - Mice and rats carry diseases, bite, destroy property, may cause fires, and may trigger asthma attacks. Rats will be referred to the DOH.
- **Cockroaches** - Cockroaches may trigger asthma attacks and contaminate food.
- **Bed Bugs** - Bedbug bites are a nuisance, and they are expensive to eliminate.

Local Law 55 requires owners to use **INTEGRATED PEST MANAGEMENT (IPM)** to eliminate mice and roaches.

IPM eliminates pests by conducting proactive inspections and removing their access to food, water and shelter. With IPM, pesticide/poison use is targeted and minimal. IPM relies heavily on limiting the ability of pests to travel within a building. To learn more about IPM, attend an HPD class or visit the DOHMH website.

# SELF CLOSING DOORS

Self Closing doors are a critical component of fire safety. All residential buildings with three or more apartments must have self-closing doors.

Self-closing doors should never be blocked and can help contain a fire from spreading throughout a building.

In all multiple dwelling types, the following doors are required to be self-closing:

- Building entrance doors
- Apartment/Unit entrance doors
- Fire stair doors
- Fire tower doors
- Bulkhead doors
- Rubbish chute closet doors
- Other doors accessing the public hall/stairs(building commercial space, garage areas, etc.)

# WINDOW GUARDS

**The owner of a multiple dwelling must provide window guards/limiting devices whenever:**

- *A child 10 years or younger lives in the apartment.* In this case, guards/devices must be installed in both the apartment and the public area windows.
- *A tenant requests the installation of a window guard/limiting device.* In this case, guards/devices are only required in the apartment.

## **Exceptions:**

- Windows leading to fire escapes.
- Windows with permanent air conditioners.
- In buildings with fire escapes the window guard must be left off one window in each ground floor apartment so that the window can be used as an emergency exit.



# REQUIRED SIGNS

- Housing Information Guide
- Certificate of Inspection Visits
- Boiler Room Key
- Gas Leak Notice
- Smoke Detectors
- Carbon Monoxide Detectors
- Property Registration number



For a complete list of required signs, including size and location specifications, visit the HPD website: <http://www1.nyc.gov/site/hpd/owners/required-signage.page>

# REQUIRED ANNUAL NOTICES AND FILINGS

- Notices to Tenants:
  - Window Guards – For details, visit <https://www1.nyc.gov/site/hpd/owners/window-guards.page>
  - Inquire with new occupants re: Child Under 6 and provide lead pamphlet.
  - Lead Paint - Inquire annually re: Children Under 6 and provide lead pamphlet. Follow-up with investigation if no answer.
  - Written Carbon Monoxide info upon replacement/installation.
  - **Stove Knob Covers** - For details, visit <https://www1.nyc.gov/site/hpd/owners/stove-knob-covers.page>
  - Indoor Allergens annual notice and pamphlet
- Filings w/ HPD.
  - Property Registration.
  - Bedbugs. See HPD's website for more details on bedbug reporting requirements.

For more details, visit the HPD Website: <http://www1.nyc.gov/site/hpd/owners/required-signage.page>

# Lead-Based Paint

# Be Proactive In Preventing Lead-based Paint Hazards

In all multiple dwellings built before January 1, 1960:



- Find out if a child under 6 lives there or regularly spends 10 or more hours a week there.
- Ask about children, look for deteriorated paint, and remediate lead-based paint hazards
- Whenever a tenant moves out, complete required lead-based paint removal work before the new tenant moves in (turnover).
- Hire appropriate certified contractors.

# It is Not a Violation of NYC Law Simply to have Lead-Based Paint in a Residential Building

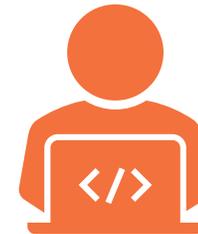
Local Law 1 focuses on lead-based paint hazards



- Lead-based paint does not pose an immediate danger as long as it remains covered under layers of intact non-lead paint
- The law identifies two major concerns:
  - Deteriorated paint or paint on high-risk surfaces
  - Presence of child under 6 years old

# Safe Work Practices

- Remember: the owner **must use contractors certified** by the United States Environmental Protection Agency (EPA).
- See the EPA's **Locate Certified Renovation and Lead Dust Sampling Technician Firms** webpage.
- See the HPD **webinar on Safe Work Practices** on the HPD lead-based paint webpage.



# Recordkeeping



- ✓ Owners must keep records of ALL work related to or disturbing lead-based paint, including work to correct violations.
- ✓ New York City law requires you to keep records for at least 10 years related to all lead-based paint activity.
- ✓ See our Recordkeeping Webinar for more details at HPD's Lead-Based Paint Webpage

# HPD Sample Forms



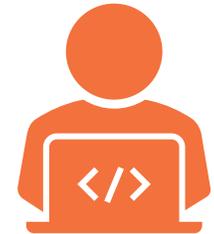
- HPD provides sample forms as an optional tool owners may use to help track lead-based paint compliance.
- Filling out these forms will help you understand NYC's lead-based paint laws.
- Adapt the forms as needed.
- For more detail on recordkeeping requirements and how to utilize the sample forms, see our Recordkeeping Webinar.

**NOTE:** HPD will continue updating these forms based on owners' feedback.

# Updated Forms and Documents

## HPD Lead-Based Paint Webpage

- New Annual Notice document
- New Lease/Commencement of Occupancy Notice for Prevention of Lead-Based Paint Hazards form
- Property Registration changes, including new requirements regarding lead-based paint compliance



Required for a private (non-owner occupied) dwelling or multiple dwelling unit built prior to January 1, 1960 or built January 1, 1960 to January 1, 1978 where the owner has actual knowledge of the presence of lead-based paint. This form is specific to the safe work practices and record retention requirements under NYC's Local Law 1 and does not encompass or infer compliance with federal requirements. Refer to the HPD Guide to Local Law 1 Work Practices document for how repair work must be done safely and by EPA-certified contractors. Attach to this form and retain for at least 10 years: Affidavit AF RPO-5 (if applicable) and copies of all records to correct lead-based paint hazards found in the apartment, including firm and worker EPA certifications and affidavits. See [hpd.nyc.gov](http://hpd.nyc.gov) for more information.

623 EAST 68TH STREET

Building Address

Your HPD Trainer

Owner/Agent Name

MANHATTAN

Borough

1122334

Property Registration #

Owner/Agent Signature

\*An owner must use and document safe work practices under Local Law 1 for all work in an apartment or common area that is 1) not exempt for the reasons below, AND 2) has a child that resides in the apartment or resides in the building if the work is in a common area, AND 3) the work would disturb more than 2 square feet of painted surface in a room. As of January 1, 2019, the term "resides" means that a child under six routinely spends 10 or more hours per week in the dwelling unit.

Apt # or Common Area	Is Apt or Common Area Exempt From the Required Safe Work Practices Under Local Law 1 and Record Retention?			Is there a child under 6 years old residing in the apt or, if common area, in the building?		Will the work on a painted surface disturb more than 2 square feet in a room?		Will the work on a painted surface disturb more than 100 square feet in a room or remove 2+ windows?		Date work started	Date work ended	Lead contaminated dust sampling performed and cleared	
	No*	Yes, Unit or Common Area has HPD Lead Free paint exemption	Yes, Unit or Common Area was tested for lead-based paint and no painted surfaces tested positive**	Yes*	No	Yes*	No	Yes***	No			Yes	No
4D	X				X	X		X		1/4/2019	1/7/2019	X	
4 Pub Hall	X			X		X			X	1/5/2019	1/5/2019	X	
6J	X				X		X		X	1/6/2019	1/6/2019		X
6I	X				X		X		X	1/6/2019	1/6/2019		X
3A	X			X		X		X		1/10/2019	1/11/2019	X	
1C	X				X	X			X	1/11/2019	1/11/2019	X	
N. Pub Sta	X			X		X		X		1/15/2019	1/17/2019	X	
S. Pub. Sta	X			X		X		X		1/15/2019	1/17/2019	X	
Lobby	X			X		X		X		1/15/2019	1/17/2019	X	
5D	X				X	X			X	1/22/2019	1/22/2019	X	

\*\*Testing must have been performed by an EPA-certified Inspector or Risk Assessor. See the HPD website for more information.

\*\*\*Owner must file Notice of Commencement of Work with the Department of Health and Mental Hygiene.

# Sample Form Example

# Child “Resides” Definition (Local Law 64 of 2019 )

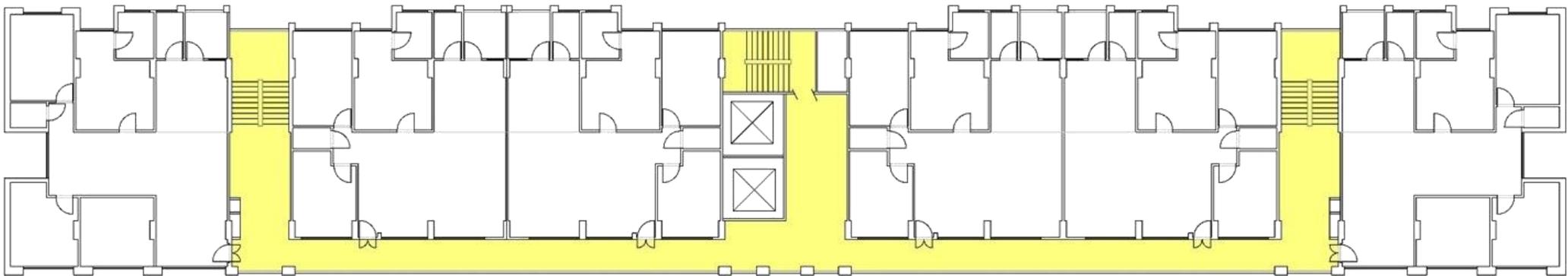
- Effective July 2020, HPD has started to enforce the new definition of “resides” during inspections.
- HPD is now proactively inspecting for lead-based paint hazards during all dwelling unit inspections in a pre-1960 building where a child under 6 routinely spends 10 or more hours per week in a dwelling unit, which includes both a child who lives in the apartment and a child who just visits for this period of time.

# Audits: Building Lead Index

- Local Law 70 of 2019 (Local Law 70) requires that HPD audit the records of a minimum of 200 buildings each fiscal year, focusing on buildings with peeling lead-based paint violations issued as a result of positive XRF tests and buildings with violations that have been issued for other indicators of deteriorated subsurfaces including mold and leaks.
- HPD has begun issuing Record Production Orders (RPO). Property owners must submit within 45 days copies of records for:
  - Annual Notice distribution and collection
  - Completed annual investigations
  - Work performed to correct open and uncertified lead-based paint hazard violations including documentation of work practices used
  - All non-violation work that disturbed lead-based paint or paint of unknown lead content in a dwelling unit where a child under six years of age resides or in the common area of the building, including documentation of the work practices used
  - All work performed at turnover of any unit that was the subject of a new tenancy including documentation of work practices used and lead-contaminated dust clearance test results

# 5-Year Testing Requirement (Local Law 31 of 2020)

- Local Law 31 of 2020 sets a new requirement to test all rental units for the presence of lead-based paint using an independent Environmental Protection Agency (EPA) certified inspector or risk assessor
- Owners have 5 years to do the testing – Effective August 9, 2020
- If a child under 6 comes to reside in a unit, the testing must be done within 1 year or by the August 9, 2025 deadline, whichever is sooner

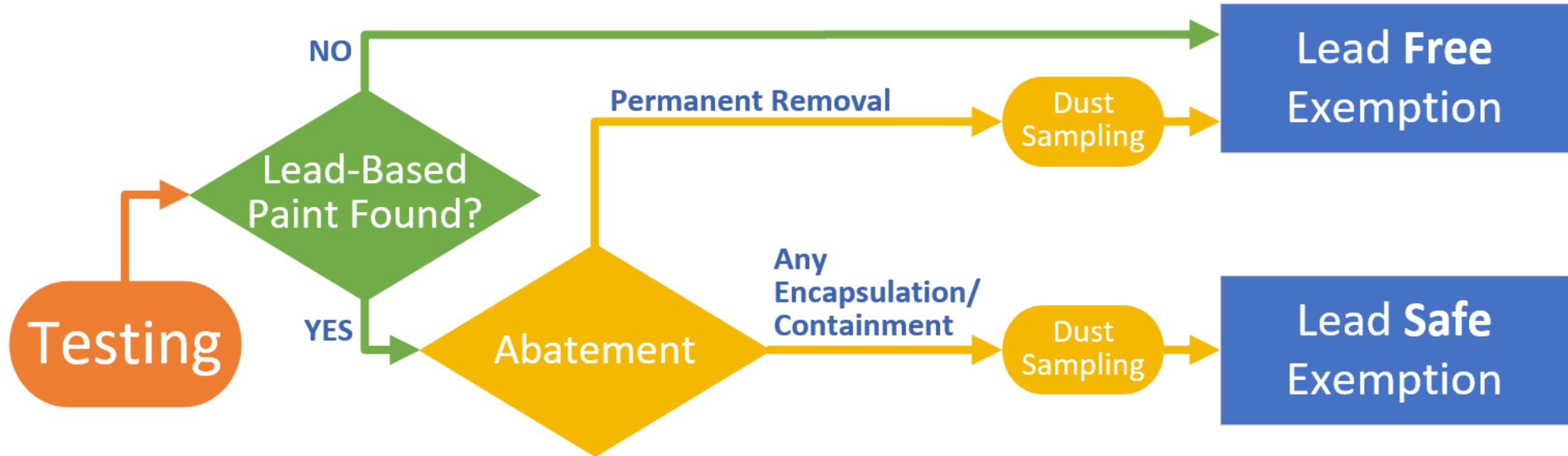


# Exemptions

1. **Lead Free** - All tested surfaces and components are *free* of Lead-Based Paint
  - All surfaces and components tested negative for lead or
  - Some tested positive for lead, but have been abated using permanent removal or replacement
2. **Lead Safe** – Some tested surfaces and/or components *still contain* Lead-Based Paint, but are abated using:
  - Containment – LBP surface is covered, enclosed, and sealed with sheetrock or similar durable material
  - Encapsulation – Coating adhered to LBP surface
    - Not permitted on chewable, binding, friction, impact, or heat surfaces

➤ Lead Safe requires an ongoing **Monitoring Plan** and **Recordkeeping**

**EXEMPT**



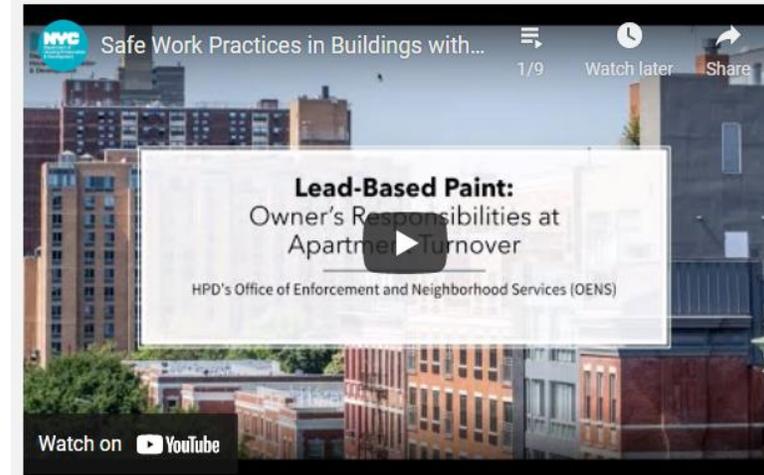
# Lead-Based Paint Webinar Series

HPD's ["Get Ahead of Lead" webinar series](#) can help you learn more about your responsibilities and obligations under Local Law 1 of 2004 (lead-based paint laws and rules).



## Get Ahead of Lead Webinar

Join HPD for live and pre-recorded webinars covering various topics on lead-based paint.



- [Private Dwellings: Understanding New Lead-Based Paint Requirements](#)
- [Learning about Lead-Based Paint: 12 Key Takeaways for Every Landlord](#)
- [Lead-Based Paint Annual Notice and Recordkeeping: An Owner's Guide to Compliance in NYC](#)
- [Owner's Responsibilities at Apartment Turnover](#)
- [Safe Work Practices in Buildings with Lead-Based Paint](#)
- [An Owner's Guide to the Lead-based Paint Exemption Requirements and Application Process](#)
- [HPD Lead-Based Paint Violations: Understanding the Basics of Lead Violations and How to Clear Them](#)
- [HPD Lead-Based Paint Violations: Understanding Work and Documentation Dates](#)

# Recent Changes: Lead-Based Paint

**Clearance levels:** The threshold that would define the amount of lead in dust that would be considered a hazard is scheduled to be lowered again in June 2021.

**Property Registration:** If your building was built prior to 1960, you are asked about Lead-Based Paint compliance on your annual registration.

**Private Dwellings:** All lead-based paint rules and requirements expanded to include one- and two-unit private dwellings that are tenant occupied.

**Turnover:** HPD asks when the tenant(s) moved in during all child under 6 inspections for purposes of enforcement of compliance with the turnover provisions of the law.

# HPD Lead-Based Paint Webpage

We encourage you to visit the HPD lead-based paint webpage for information and updates about your responsibilities and obligations under Local Law 1 of 2004, <http://www.nyc.gov/lead-based-paint>

## Owner Responsibilities

▶ Owner Responsibilities

▶ Condo/Coop Buildings

▶ Annual Requirements

▶ Requirements Upon Turnover of an Apartment

▶ NEW: 5-Year Testing Requirement (Local Law 31 of 2020)

▶ Safe Work Practices

▶ Exemption

▶ Record Keeping and Compliance Forms

▶ Violations

▶ Briefings

▶ Webinars

▶ Local Law and Rules

▶ Additional Resources

# COVID-19

Due to the unprecedented impact of COVID-19 on New York City, the City of New York and HPD have developed a list of resources for anyone seeking assistance. For housing resources and HPD service updates, please visit our COVID-19 Updates webpage at [www.nyc.gov/hpd](http://www.nyc.gov/hpd).



# HPD Website & HPDOnline

## HPD Website

- Services & Information
- Code Enforcement
- Open Violations
- Clear Violations
- Correct Orders
- eCertification
- Penalties and Fees

## HPDOnline

- Litigation information
- Emergency repairs in progress  
*(for money owed to the City for Emergency repair and fees, go to the Department of Finance website and review your property tax bill)*
- Orders to Repair/Vacate Orders
- Property Registration Information
- Complaints

### BROOKLYN

Brooklyn, Queens & Staten  
Island/Neighborhood  
Preservation Office  
212-863-7400

Code Enforcement Office  
212-863-8060  
210 Joralemon Street  
Brooklyn, NY 11201

Code Enforcement Office  
212-863-6620  
701 Euclid Avenue  
1st Floor  
Brooklyn, NY 11208

### BRONX

Bronx and Manhattan  
Neighborhood  
Preservation Office  
212-863-7100

Code Enforcement Office  
212-863-7050  
1932 Arthur Avenue  
3rd Floor  
Bronx, NY 10457

### MANHATTAN

Code Enforcement Office  
212-863-5030  
94 Old Broadway  
7th Floor  
New York, NY 10027

### QUEENS

Code Enforcement Office  
212-863-5990  
120-55 Queens Blvd.  
Queens Borough Hall  
Kew Gardens, NY 11424

### STATEN ISLAND

Code Enforcement Services  
212-863-8100  
Staten Island Borough Hall  
Staten Island, NY 10301

### LEAD BASED PAINT INSPECTION PROGRAM

212-863-5501

### ALL OFFICES SERVICE THE PUBLIC:

Monday to Friday  
9am to 4pm  
Except Manhattan NPO

# Thank you for joining our presentation

---

For more information, visit [nyc.gov/hpd](https://nyc.gov/hpd) or call 311