

1. Exemption from payment of fees for work permits and equipment use permits C26-30.0, 31.0, 32.0 and 201 (definitions)

A. Corporation or Association - Religious, Eleemosynary, Charitable

If the owner of the building or premises is a corporation or association organized and operated exclusively for religious, charitable or educational purposes or for one or more such purposes, no part of the earnings of which enures to the benefit of any private individual or shareholder, and provided that the property is to be used exclusively by such corporation or association for one or more such purposes, no fee listed in section C26-32.0 - "Computation of fees for work permits" and C26-33.0 "Fees for equipment use permits" shall be payable or collected. I.e., New Buildings, Alterations, Building Notice, Public Assembly, Elevators and Sign Applications, etc. All other fees including those listed in C26-34.0 "Special fees, and C26-35.0, "Fees for the testing, approval, inspection and use of power operated cranes, derricks and cableways", shall be paid. These permit fees include, annual fees for marquees, place of assembly, temporary sheds, fences more than 3 feet from property line, over the sidewalk chutes, bridges, etc.

A verification of exemption from payment of fees may be made in several ways:

1. Consult a printout book of tax exempt properties prepared by the tax department. The property is listed by block and lot and address with exemptions for building and land. Only those properties which have a full tax exemption for both land and property shall be exempt from fee payment.
2. Presentation by the applicant of a tax exemption stamp or notation on the face of the Department of Buildings Statement A form 17 or application form signed and dated by the assessor in the tax department.
3. Submission of acceptable documents of incorporation as a nonprofit philanthropic organization. The documents shall include a federal tax exemption certificate and may include New York State or New York City tax exemption certificate and a not for profit certificate of incorporation.
4. Bonafide religious organizations:

Catholic church, Protestant church, synagogues, etc. Where the organization is not well known, confirmation may be required as above.

1. B. Federal and State Governmental agencies, authorities and Corporations

No fees shall be paid or collected for applications if filed for buildings and premises owned by the federal or state government and their agencies, i.e. Postal Service, Department of Housing and Urban Development, New York State Motor Vehicle Bureau, New York State Dormitory Authority, Port Authority, New York World Trade Center except as indicated below. Proof of ownership may be a signed statement A giving agency's name and the title of the applicant with the agency or a signed letter on official stationary requesting waiver of fees. The exemption of payment of fees on government owned property shall also extend to the contractor, when both the construction and equipment are within the property line or on a street for which there is a Department of Highways street closing permit. Where the equipment, crane, derrick, sidewalk bridge, etc., is on an open public street see section 20, page number 16.

When the federal or state agency is a tenant and the renovation or construction cost is being paid by the owner, an application is required and all fees must be paid by the owner or contractor. Fees may be waived for the application where the agency indicates in writing that it is paying the contractor, (the contractor is their agent), that it requests a waiver of payment of fees, and that there is no clause in the contract requiring the payment of such fees. The fee waiver applies to construction and equipment within property lines.

When federal or state property is leased in its entirety to a nontax exempt tenant or lessee in control of the property, applications shall be filed and fees paid as for private property.

C. City Agencies, Corporations and Authorities

City agencies, corporations, and authorities and their contractors shall be controlled by the same rules and regulations specified for federal and state agencies except as modified below.

Typical agencies are N.Y.C. Housing Authority, Park Department, Board of Education, Department of Public Works. The property must be city owned and used exclusively by city agencies. The owner's authorization on the application or statement A form 17 must be signed by a department official and contain his title.

The N.Y.C. Housing Authority and other city authorities and corporations are exempt from payment of fees when it owns and operates the building and property even though the project

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may contain commercial stores. This specific exemption shall not extend to the Department of Real Estate operating multiple dwellings or commercial property occupied or leased in whole or in part to tenants, and to other property not listed in the tax exemption book. (See references for specific exemptions).

Demolition application forms have no provision for signature by the owner. When the City of New York is listed as the owner, a specific request in writing for a waiver of the filing fee must be submitted by the city agency. Generally on unsafe buildings, this will be the demolition division of the Department of Development.

When the city agency is a tenant and the construction is done by the owner as part of the leasing arrangement, the owner or contractor shall pay all fees. When the city agency is paying the contractor or using its own personnel, filing fees may be waived when the city agency requests in writing the waiver of fees, and indicates that the contract contains no clause requiring the payment of such fees.

For city owned premises and buildings, (except Real Estate) the special fees of C26-34.0 may also be waived as well as the onsite inspection of cranes within the property lines.

D. Foreign Governments and Agencies

Where the United States Government has entered into a treaty granting ambassadorial or consular privileges filing is not required. However, where an application is filed, exemption of fees can be granted when the property is listed as tax exempt in the Tax Department book, or by the tax department stamp on statement A or by a letter from the State Department indicating exemption by treaty.

Similarly certain foreign governments or agencies assigned to the United Nations may be granted exemptions from fees when a letter from the United Nations indicates exemption from the laws of the United States.

Generally foreign trade and public relations agencies are not exempt and fees must be paid.

The same rules shall apply to contractors as though they were working on a federal government job.

2. Full Payment When Permitted and required

When an application involves demolition, oil tanks and burners, sidewalk sheds, foot bridges, fences, railings, catch platforms, builders sidewalk shanties, over the sidewalk chutes, transformer vaults, elevators, projecting structures or when there are minor alterations filed, as building notices, applicants may and shall be permitted to pay the total fee at the time the application is

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filed. The total fee shall be entered as the second payment on the application by the fee estimator and by the cashier who shall verify that no amendments have been filed which would increase cost (recheck shall be done by the estimator or plan examiner when the amendment is approved). C26-31.0 requires the full fee to be paid when it is less than \$32. Where applications are filed for standpipe, sprinkler and air conditioning, due to the uncertainty of the final costs, total or second payment shall not be permitted until the application is approved.

3. Substantiating Costs

When the estimated cost is in dispute, the applicant shall be required to substantiate the estimated cost by submitting contracts, signed by both the owner and the contractor, to the estimator. Alternately, the contractor may submit an itemized, detailed trade cost breakdown computation.

When the estimated cost still cannot be adjudicated, the applicant shall be referred to the deputy borough superintendent. The deputy borough superintendent shall note on the application that the fee has been adjusted. Special attention shall be paid to those applications which come back for further processing for tax abatement. Where the adjusted fee based on cost is substantially less than the requested tax abatement, the applicant shall be referred to the deputy borough superintendent.

4. Estimated Cost

The estimated cost of an alteration shall include all work required to be shown on the drawings to comply with the Administrative Code, the Multiple Dwelling Law, the Board of Standards and Appeals, and other laws enforced by the department. It shall also include all work required to be completed prior to the issuance of a final C.O.F. (Directive 33 of 1970).

The following items shall not be included in the estimated cost:

Engineers and architects fees, furniture, store fixtures, lighting fixtures, electrical work under the jurisdiction of the Bureau of Gas and Electricity, machinery not part of the structure, and other items neither inspected nor examined by the department. As part of the first examination procedure, the examiners shall determine if the estimated cost appears reasonable. Where the stated cost appears to be understated the application shall be referred to the cost estimator for review. When the estimator determines that cost has been understated he shall send the appropriate objection to the applicant to increase the stated cost and pay additional filing fees. The examination shall not extend beyond the first examination until the required fees are paid. Where time permits the borough superintendents may require the estimator to review the estimated cost prior to filing and payment of the first fee.

5. Fee Estimator

On all applications, fees shall be computed by the regular fee examiner or estimator, except in his absence, or where no fee examiner has been designated for that purpose, a computation shall be made by the engineering examiners, or examiners who recommend approval of the applications. The cashier shall check fee computations for manifest errors.

6. Computation of Fees - C26-32.0 Sub. 1

- A. Fees for new buildings: are based on volume. The volume for computation purposes shall be the gross volume of the building including the exterior walls, and shall be computed from the average roof top surface to 6 inches below the lowest floor. In computing the cubic contents or volume, the lowest finished floor shall include basements, cellars and subcellars. Cubic contents shall also include the cube for dormers, penthouses, vault pits and other enclosed appendages. It shall not include footings, parapets or buttresses. The examiner responsible for the approval of the application shall require substantiation of the cubage stated on the application, and shall request the applicant to submit a computation of the cubage and the examiner shall check it for the fee estimator or fee examiner.

The yard stick for determining the lower figure of C26-32.0 sub.1(b) for factories, office buildings, lofts, garages, foundries, air supported structures and machine shops shall be buildings with large open floor areas with few sub-dividing floor partitions. The higher figure for computations C26-32.0 sub.1(c) shall apply to such buildings as multiple dwellings, nursing homes, schools and similar structures where the floors are well sub-divided by partitions or have large amounts of plumbing and special equipment requiring examination. Air supported structures are charged on volume - C26-32.0 1(b).

1. Applications accessory to new buildings applies. filed the same da

When accessory applications for elevators, sprinklers, stand-pipes, fuel oil, miscellaneous fire prevention, and other applications for permanent service equipment are filed in conjunction with a new building application, no additional filing fees shall be charged for such an application filed at the same time or on the same day as the new building application. For the purpose of determining fees the accessory application shall be considered as part of the new building application. Only the new building fee shall be charged. When "no fee" is run up on the accessory application; a notation shall be made by the cashier that it is in conjunction with NB #_____.

2. Not filed at the same time

When the accessory application is not filed at the same time or day, a minimum filing fee shall be paid for the particular application. The applicant shall be required to state on the application that the cost is included in the new building application #_____. Samples of minimum filing fees for accessory applications not filed the same day are:

6. A. 2. continued

Standpipe } C26-32.0-7(a) Service Equipment
 } same as Alterations less than \$1,000, i.e. \$33.00
Sprinklers)

Fuel Oil C26-32.0-7(b)(2)
Listed equipment - treat as though less than 750,000
BTU/hour (\$27.50)
Installation other than 32.0-7(b)(2) (\$11.00)

Oil burning equipment replacement in connection with an
alteration - Same as above

Elevators C26-32.0-1(i) (\$16.50)

It would be the least fee charged for an application
filed, no cost, no volume, minimum B.T.U., etc.

Building notice or alteration in conjunction with a new building

When a building notice application is filed because of tenant
change employing a different architect, instead of an amendment
to the new building application, the B.N. shall be treated as
an accessory application if no increase in cubage is involved
and no permanent Certificate of Occupancy has been issued

The minimum filing fee shall be charged.
(C26-32.0 sub.2 \$33.00) The applicant shall indicate that
the cost is included in the new building application. Where
a permanent certificate of occupancy has been issued, the
fees shall be computed as a separate application based on
cost.

Amendments to New Building applications

Amendments to a new building application filed either before
or after approval shall not require payment of additional fees,
if no cubage is added, and further provided that a permanent
certificate of occupancy has not been issued. Amendments are
not permitted to signed off applications on which certificate
of occupancy has been issued. Where the amendment constitutes
major revision in the design, refer to section 11 on page 12.

B. New Buildings - Private dwellings C26-32.0 1(e) & (f)

Where a one family dwelling exceeds 800 square feet in area
or a height of two stories, attic and basement or cellar, and
where a two family dwelling exceeds 1500 square feet in area
or a height of two stories, attic and basement or cellar, the
fee is to be computed on a volume basis. In no event shall the
fee paid on a volume basis be less than the comparable fee as
a one or two family house under section C26-32.0 1(e)(f)
respectively.

6. C. New Buildings - Garages Accessory to 1, 2, 3 family dwellings
C26-32.0 1(h)

This subdivision sets a fee for a garage for not more than 3 cars, when such garage is accessory to a dwelling with not more than three families on the same plot, when plans for such garage are filed with the application and plans to which it is accessory. This section shall be interpreted as applying only to garages which are separate and not attached to the dwelling. Garages under, attached to or connected by a breezeway or porch to such dwelling shall be considered part of the dwelling and a separate fee shall not be charged for such garages. The volume of the garage shall be added to the volume of the dwelling for fee computation purposes. The fees for such garages when not attached to the dwelling to which it is accessory shall apply whether or not the application for the garage is filed at the same time or at a later date than the application for the dwelling, to which it is accessory, is filed. A separate new building application is required.

D. New Buildings - Special structures C26-32.0 1(i)

It should be noted when television and radio aerial towers and masts, tank structures, fire escapes, etc., are an integral part of a new building or alteration they shall not be subject to computation of a separate fee. When these structures are filed separately and are not part of a new building or alteration the fees shall be computed by this section (see accessory applications). For swimming pools compute fee on basis of cost C26-32.0 sub. 2.

E. Stadium and open seating area C26-32.0 sub.1(c)

An application for a stadium or other open seating area shall have the fee computed on the horizontal projected area of the seating area, and of each tier of seats, and their appurtenant aisles, passageways, rest rooms, sanitary facilities and open space for playing or exhibition area. This section of fees shall also apply to open air places of assembly whether for amusement, instruction, entertainment, religious services or other purposes.

7. A. Alteration applications C26-32.0 Sub.2

Fees for alteration and building notice applications are based on cost in thousands of dollars. Any fraction of a thousand dollars is treated as a full thousand dollars in the fee computation.

B. Applications accessory to alterations and building notices
filed the same day

When an accessory application is filed at the same time or same day in conjunction with an alteration or building notice application, only one fee shall be charged on the main application as if the accessory application were part of the alteration or building notice. The "no fee" ring on the accessory application shall be indicated by the cashier that it is in conjunction with Alt. or B.N.# _____. The applicant shall also indicate it in his accessory application. The inclusion of cost in the alteration or building notice shall be verified by the fee estimator or examiner (prior to filing with cashier).

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Not filed the same day: When an accessory application is not filed the same day as the alteration or building notice, the minimum filing fee shall be paid for the accessory application, provided that the applicant has stated that the fee is included in the alteration or building notice and the fee estimator or examiner verifies the statement. When the cost is not included in the alteration or building notice, fees shall be collected as for a separate application. The minimum filing fee is computed in accordance with C26-32.0 sub.2 as though there were no cost.

C. Additions to existing buildings

A horizontal or vertical addition or enlargement to an existing structure shall be deemed to be a new building for the computation of fees which are based on volume. Alteration work in the existing portion of the building shall be separately computed, based on cost for general alteration work. This cost shall include work related and unrelated to the enlargement, i.e. provide new bathrooms in the existing portion of the building, underpinning or increasing the size of existing footings, install new supporting columns and footings in the existing portion of the building. The total fee charge shall be the sum of the fees for the addition based on volume and the alteration to the existing portion of the building based on cost. Chimneys, exterior enclosed stairways, window dormers, open porches shall not be considered enlargements of the building for fee purposes. Compute fees based on the cost of the work. For example, a 5,000 cubic foot vertical enlargement is added to a 3 family dwelling. Cost of the alteration in the existing building is \$1,500. The fee for the alteration (C26-32.0 sub.2) at current rates is $\$33 + \$10 = \$43$. The fee for a 5,000 cubic foot enlargement under current rates C26-32.0 1(a) is \$22. The total fee is \$65, to be paid as \$33 first fee (minimum) and \$32 second fee.

D. Amendments to Alterations and Building Notice Applications

Amendments to building notices which increase the scope of the work are not permitted. When an amendment to an alteration, building notice or accessory application is filed wither before or subsequent to approval, no additional fee shall be charged for such amendments unless the amendment is for work which increases the cost of the original application. In such case the fee shall be based on the increase in cost above that of the original application, as if the work shown on the amendment had been filed at the same time as the original application. Where the amendment substantially changes the design, use, construction, refer to section 11 on page 12.

E. Alteration affecting adjacent property

When an alteration involves work common to two or more adjacent buildings under one ownership or tenancy, such as a connecting passageway bridge, common stair, communicating door or where permitted an opening in a party or abutting walls, the fee for the complete cost of the alteration shall be computed in one application folder, generally an alteration, and the minimum filing fee shall be charged as per section C26-32.0 sub.2 as though these were zero cost for the other application, generally a building notice application.

8. Foundations and Excavation C26-32.0 sub.3

The payment of the second fee is not required as a prerequisite to issuing a permit for excavation and foundation work, where the pending application involves a structure (enclosed building with roof). The second fee shall be paid at the time the general permit for the entire work is requested by the applicant.

Where the foundation and excavation is for open spaces without roofs, whether or not it is enclosed on the sides, the second fee shall be paid by the applicant when the permit is requested for foundations and excavation, since this permit represents a full permit.

Where an application involves foundation and excavation which is not accessory to the main structure an additional fee shall be computed based on C26-32.0 sub.3, as though it were filed as a separate application. This shall be added to the fee computed for the main work.

9. Open spaces C26-32.0 sub.3

- A. Applications for open spaces without a roof, whether enclosed or unenclosed on sides such as parking lots, gasoline or oil selling stations, storage yards, sales or exhibition or show spaces, open automobile, sales and spaces used for generally similar purposes shall have their fees computed by this section.

For parking lots the required fees based on area shall cover or include all required appurtenances, such as fences, bumpers, grading, drainage and an attendant's shelter 10'x10' or 100 square feet or less in size. For gasoline service stations the required fee based on area shall cover all structures without roofs, but shall not include work required to be filed under fire prevention applications or new buildings or alterations to a fully enclosed roofed building, in which case the fee for open space shall be added to the main fee. For stadiums refer to section 6E of this memorandum and C26-32.0 sub.1(c).

For open parking spaces in conjunction with non-residential buildings, compute fees as though 2 separate applications were filed, one fee for building and one fee for parking lot C26-32.0 sub.(3).
Example:

Alteration to factory = \$5,000	Fee = \$73.00
Parking area = 2,000 square feet	Fee = 6.60
	<u>\$79.60</u>

- B. Open Parking Spaces accessory to new private and multiple dwellings

on the same lot and in conjunction with the new building application shall have no fee charged when filed with or as an amendment to the new building application.

10. Demolition or removal C26-32.0 sub. 4

Applications for complete demolition of a building or structure or removal of a building or structure to another location off the site or lot shall have their fees computed by this section, and a separate demolition application shall be filed. In case of a corner lot, or a building with frontage on more than one street, the largest street frontage should be used in computing the fee. For irregular shaped

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buildings where the frontage is not a true indicator of the width of the building an arithmetic mean width shall be used in the computations.

When a building is relocated to another lot, the fees for the application on the new lot shall be computed by C26-32.0 sub.2 alterations or by C26-32.0 sub.1(d), 1(e), 1(f) as applicable.

Where an alteration application involves partial external demolition of a building or structure, the partial demolition may be done on the alteration application, provided at least one story of the structure remains. In such cases the total fee shall be the sum of the fee based on the cost to repair and alter the remaining portion of the building and the fee for demolition based on street frontage and the number of stories demolished.

Interior demolition of a building or structure as part of an alteration application. The fee shall be computed in accordance with C26-32.0 sub. 2 based on total cost including the cost of the demolition work.

Fees for demolition of special structures such as television and radio towers or masts, tank structures to which the formula in C26-32 sub.4 cannot be applied shall have the demolition fee computed based on the cost of the demolition as an alteration using C26-32.0 sub.2.

For purposes of demolition, a story shall include a basement, a mezzanine more than 33 1/3% of the area of the floor of conjunctive use, a penthouse more than 30% of the roof area, bulkhead and roof structures more than 30% of the roof area.

11. Approved applications substantially changed by amendment

Where an amendment is filed to an approved application or where the examination is substantially completed, and the amendment radically changes the design, use or construction of the proposed new building or alteration, new filing fees shall be charged and paid as though a new application were filed i.e., steel frame building or structure, changed to reinforced concrete frame or vice-versa, 10 story building redesigned to a 20 story structure, complete redesign of size and shape of the building.

12. Place of assembly applications

A place of assembly application shall be considered an accessory application and no filing fee shall be paid if filed at the same time or day as the new building or alteration application. Where the place of assembly application is not filed on the same day, the minimum filing fee shall be paid, as for alterations - no cost C26-32.0 sub.2 (\$33.00).

Place of assembly applications and amendments when filed for armory buildings shall not require payment of fees for filing the application. However, where a building notice application is also required to be filed to do work in conjunction with the place of assembly application filing fees shall be paid based on cost when the applicant or lessee is a profit making organization.

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Philanthropic tax exempt organizations filing a public assembly application for their own premises shall not be required to pay a filing fee C26-30.0. After approval completion and sign off, the annual fee for the public assembly permit must be paid C26-34.0.

13. Drop Curbs

Where a drop curb application is approved either on the pending new building, alteration or building notice application, or by amendment, an additional filing fee is not required. A curb cut permit fee must be paid however C26-34.0.

Where a separate application is filed for a drop curb in conjunction with a pending application, the minimum filing fee as an alteration (no co. shall be paid). Where an application is filed to install an additional curb cut, the filing fee shall be based on cost as for an alteration.

The drop curb permit fees specified in C26-34.0, special fees, are computed on the length of the cut, including splays. Deposit fees are not to be collected.

14. Transformer Vault Applications

The cost of electrical or mechanical equipment within transformer vaults shall not be included in fee computations.

When the vaults are shown as a vertical or horizontal enlargement of a new building, they shall be included in the cubage computations of the new building, when filed by amendment to the new building application. When filed at a later date as a separate application, the minimum filing fee shall be paid in accordance with C26-32.0-1 unless the cubage fee computation exceeds the minimum fee (of \$33.00).

Isolated transformer vaults, utility and transformer vaults under the sidewalk, or as enlargements to existing buildings shall be considered as alterations for fee purposes. C26-32.0 sub.2. This shall be applicable to precast as well as cast in place vaults.

Open yards for transformer and electrical equipment shall have their fees computed on the basis of C26-32.0 sub.3(a) and (b), i.e. foundations, excavations, and open spaces.

15. Reinstatement of Applications

Directive 17-1971, dated 10/5/71, indicates the conditions under which an expired application may be reinstated. At the time of reinstatement, filing fees shall be paid as though a new application is being processed.

A. First Fee Previously Paid

Where an application has expired by limitation, a new or additional filing fee of 30% of the total fee shall be paid on the amendment requesting reinstatement prior to reexamination and approval. The balance of the total fee must be paid prior to issuance of a permit.

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15. Reinstatement of Applications continued

B. Total Fee Previously Paid

Where the total fee has been previously paid, the applicant will be required to pay the full first fee prior to reinstatement. No second fee will be required prior to the issuance of the permit. This procedure will eliminate the necessity of the applicant making a claim for a refund to the comptroller's office and the subsequent processing in the department C26-32.0 sub. 8(c). If the scope of the work is increased, additional fees shall be computed and paid to cover the additional work.

- C. The same procedure is applicable where the stated work is substantially changed. The first fee covers the plan examination, the second fee covers field inspection C26-32.0, sub. 8(c).

16. Miscellaneous Fees

A. Copy of a Record: C26-34.0

A copy of a record not specifically listed C26-34.0, special fees, shall have its fee computed as specified for preparing a copy of a record, i.e., copy of a gas card certificate (Form #109), copy of a permit to construct. In those offices where a public, coin operated duplicating machine is available and used, no additional fee shall be charged. Where the applicant requests a certification of his copy, it shall be verified against the official copy, and the required fees specified in C26-34.0 shall be paid as for a copy prepared by the department.

B. Fees for Search Inspection C26-34.0

The following procedure shall be used in computing fees for a search inspection:

1. The depth of the building is measured at curb level perpendicular to the street; the greatest depth is used for the computation.
2. The frontage is measured at curb level using the greatest width parallel to the street line.
3. Where the building fronts on 2 or more streets, the larger of the building frontages is used as the depth and the smaller of the building frontages is considered frontage for fee computations.
4. For irregular shaped lots, use the general principles above.

16. C. Sidewalk Sheds

C26-34.0

A separate sidewalk shed permit must be obtained for each structure being erected, demolished or altered, with a corresponding payment of fee for each shed.

A single sidewalk shed permit may be issued only when the structures are located on the same tax lot of record as shown on the tax maps or statement A in the application. See memorandum by T.V. Burke, 10-20-70, page 418.

D. Subpoena Duces Tecum

Payment of fees required on the service of a subpoena may be waived, when the request is accompanied by a court order certifying the applicant as a "poor person". Requests from city agencies, and from a judge as justice of the court, may also be honored without payment of fees.

E. Copy of Certificate of Occupancy

Where a fee has been paid for a copy of a certificate of occupancy and no certificate of occupancy exists or no copy is issued, the check, if not rung up or deposited, shall be returned to the applicant with the notation, "no record of a certificate of occupancy". Requests for refunds must be made through the Comptroller's office when the check has been deposited.

17. Miscellaneous Decisions

- 9/25/63 Swimming pool filing fees shall be computed based on cost, as an alteration C26-32.0 sub.2.
- 11/16/72 No fee is required when an illuminated sign is changed to a non-illuminated sign.
Borough Superintendents Meeting
Item B(3) C26-32.0 sub. 6
- 3/16/71 Amusement Devices
After the second inspection, no further fees shall be collected for that year.
- 10/8/71 Cost of dry cleaning equipment is not to be included in the cost of an alteration, it is not service equipment.
Borough Superintendents Meeting - Item B-8
- 6/19/69 There shall be a fee computed for filing a plumbing amendment to a pending alteration only when there is an increase in the total cost of the alteration.
Borough Superintendents Meeting - Item B-6.

18. Applications Filed for Board of Standards & Appeals Action or Denials

- A. Existing completed applications subject to a term of years.
Where the records are available, an amendment may be accepted for filing. The filing fee shall be a minimum as for an alteration (\$33.00). No work may be done on this amendment except when ordered in the Board Resolution. Fees shall then be charged if work exceeds the minimum cost (\$33.00).

18. B. New Applications - New Buildings, Alterations, Building Notices, et

The required 30% filing fees shall be paid as stipulated in C26-32.0. In the event that a board variance is not granted or the application is not approved, the applicant may request a refund of fees from the comptroller's office in accordance with C26-32.0 sub.5(b).

Where the Board has granted a variance on a pending application with a time limit to start work, complete foundations, etc., and such work is not commenced on foundations, etc., not completed, the application shall be considered to have expired. An applicant may file an amendment prior to the expiration of the board variance requesting additional time. Such amendment may be denied and processed without payment of a fee. The application shall be considered active for one year.

Where the application has expired, as indicated above, a minimum filing fee (\$33.00) shall be charged to either process an amendment requesting an extension of time and denial for board action or for the reinstatement of the application where the Board has granted an extension of time without a Building Department denial

19. Illuminated Signs Inside Show Windows

Even though illuminated signs (neon, etc.) inside of show windows are subject to the Zoning Resolution (section 12-10 c definition, 32-64 surface area, etc.) no annual permit fee is required for such a sign. The Building Code refers only to signs outside of a building C26-716.1.

20. Cranes, Equipment, Sidewalk Bridges, Fences

A. On site or off site inspection in connection with building construction

1. Federal and State Agencies

The department has no authority to require filing of applications for on site inspections on federal and state property. When applications are filed, no fees shall be charged, however, approval may only be granted if all regulations are complied with. See subdivision - C.

2. City Agencies

An application for on site inspection inspection (B.N.-Crane) is required. Fee may be waived if a letter is submitted from the city agency.

B. Off site (City street) not in connection with building construction

1. Federal and State Agencies

No jurisdiction B.N.-Crane application not to be accepted. See subdivision C.

2. City Agencies

Cranes used for highways, sewers, bridges tunnels and similar structures - No BN Crane application required. See subdivision (

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20. Cranes, Equipment, Sidewalk Bridges, Fences continued

C. BN Crane Application Not required

1. Where a BN Crane application is not required (for Federal or State Agencies), the department shall notify the respective agency when it ascertains:
 - a. Crane is not an approved crane.
 - b. Operator is not City licensed.
 - c. Violations exist.
2. Where a BN Crane application is not required for highway construction, sewers, bridges, tunnels, subways, etc., the crane must be an approved crane and have a city licensed operator. Where compliance is not obtained, machine can be red tagged, etc.