



The  
City  
of  
New York

DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES

60 HUDSON STREET NEW YORK, N. Y. 10013

CHARLES M. SMITH, Jr. R.A. Commissioner

PETER FRANCONERI, P.E.  
Assistant Commissioner Operations

Issuance # 223

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OPERATIONS  
POLICY AND PROCEDURE NOTICE # 4/90

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To: Distribution  
From: Peter Franconeri  
Date: February 2, 1990  
Subject: BIS Plan Examination

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Referenced

Directive No. 5 of 1974, P. 831-833.  
Directive No. 14 of 1975, P. 980-982.  
Operations Policy and Procedure Notice # 3/88, P. 2369.  
Operations Policy and Procedure Notice # 29/88, P. 2509-2511.

Superseded

Departmental Memorandum, dated March 19, 1976, P. 1170.  
Departmental Memorandum, dated August 12, 1976, P. 1204.

Amended

Departmental Memorandum, dated May 5, 1982, P. 1843-1848.

Purpose:

To provide a uniform method for performing first reviews of applications filed using the Building Information System (BIS).

Specifics:

This procedure applies to filings not covered under Directive 14 of 1975.