

# 1 RCNY §101-18

## CHAPTER 100

### Subchapter A Administration

**§101-18 Categories of work that do not require a permit when performed by the New York City Department of Parks and Recreation or its contractors on land under DPR's jurisdiction.**

- (a) **Scope.** This rule establishes categories of work performed by the New York City Department of Parks and Recreation ("DPR") or its contractors on land under DPR's jurisdiction that may be exempt from the permit requirements of the New York City Construction Codes.
- (b) **References.** See Administrative Code sections 28-105.1 and 28-105.4, paragraph 9.
- (c) **Compliance with code and other laws.** Any exemptions outlined by this rule will not grant authorization for any work to be performed in a manner that violates the provisions of this rule, the New York City Construction Codes, the New York City Energy Conservation Code, or any other laws, rules, or regulations. Such exemptions do not eliminate the obligation of the DPR to file with other City agencies, when appropriate, including but not limited to the Landmarks Preservation Commission, the City Planning Commission, Department of Transportation, Department of Environmental Protection, Department of Environmental Conservation, or the Fire Department, nor do they eliminate the obligation of the DPR to file at the Department of Buildings for any related work, such as associated sidewalk protection, structural work, electrical connections, or plumbing connections.
- (d) **General requirements.** Work may be exempted from the permitting requirements of the Construction Codes when the following conditions are met:
  - (1) The work must be performed by general contractors registered pursuant to the requirements of Chapter 4 of Title 28 of the Administrative Code, and/or licensed electricians in accordance with the New York City Electrical Code. General contractors and electricians must be in good standing with the Department.
  - (2) All Limited Alteration Application work and electrical work associated with any exemptions outlined by this rule must be filed with the Department.
  - (3) Geotechnical investigations must be performed when required by Building Code section 1803.2.
  - (4) Support of excavation work must be filed with the Department where required by Building Code section 3304.4.
  - (5) The work must be filed with the Department if such work is performed as an integral part of a larger project filed with the Department.
  - (6) All repair and replace-in-kind work must be validated by an engineering analysis accounting for all applicable loads.
  - (7) All special inspections required by Chapter 17 of the Building Code must be performed.
- (e) **Documentation requirements.** DPR must comply with the following documentation requirements:
  - (1) Signed and sealed construction documents, including temporary shoring documents where required, must be maintained on site during construction. All construction document requirements in Building Code section BC 107 and record retention requirements in Administrative Code section 28-104.12 apply. Such records must be made available to the department upon request.

(2) Where special inspections are performed for work exempted from permitting by this rule, the special inspection documentation must be retained by the DPR for at least six years in accordance with Administrative Code section 28-115.3 and made available to the Department upon request.

(f) **Categories of work that are exempt from permit requirements.** In addition to the categories of work exempted from the permit requirements of Administrative Code Section 28-105.1, in accordance with section 28-105.4, paragraphs 1 through 9, the following categories of work are exempt from permit requirements when performed by DPR or its contractors on land under DPR's jurisdiction.

(1) **Construction fences.** Construction fences when such fences:

- (i) do not impede the public right of way; and
- (ii) are not on the lot line; and
- (iii) are not installed in connection with work requiring a permit.

(2) **Site grading, provided that the site grading:**

- (i) does not require support of excavation pursuant to Building Code section 3304.4;
- (ii) does not require a Department of Environmental Protection permit;
- (iii) does not create a non-accessible route(s) where an accessible route(s) would be required; and
- (iv) does not create new retaining walls or create modifications to existing retaining walls that would require a permit. Retaining walls that do not require a permit are set out in paragraph (7) of this subdivision.

(3) **Outdoor stairs on grade.** Outdoor stairs on grade that are independent of other structures.

(4) **Site furnishings and ancillary non-building structures.** The following site furnishings and ancillary non-building structures, including their foundations:

- (i) flagpoles;
- (ii) handball walls that are:
  - (A) a maximum of 16' - 0" high;
  - (B) a minimum of 10" thick;
  - (C) exempt from support of excavation requirements pursuant to Building Code section 3304.4; and
  - (D) not supported by pile foundations.
- (iii) playground equipment;
- (iv) basketball hoops;
- (v) guardrails;
- (vi) handrails;
- (vii) sports accessories;
- (viii) bollards; or

(ix) chain link fences and steel picket fences including gates, posts, and related appurtenances where such fences are:

(A) a maximum of 20'-0" high for chain link fences and 7'-0" high for steel picket fences;

(B) not installed on the lot line;

(C) exempt from support of excavation requirements pursuant to Building Code section 3304.4; and

(D) not supported by pile foundations.

**(5) Concrete spall and crack repair.** Concrete spall and crack repair for exterior, on-grade, non-building structure concrete applications, provided that the work:

(i) does not require temporary shoring;

(ii) is a replacement in kind; and

(iii) does not exceed a reinforcing bar size of #5.

**(6) Retaining walls.**

(i) For all retaining wall work types listed in this paragraph, the following general requirements apply. Retaining walls must:

(A) not be located on the lot line or within a distance that is the maximum height of the wall from the lot line;

(B) not be attached to a building;

(C) be exempt from the inspection requirements of Administrative Code section 28-305.4;

(D) not support any structure or any surcharge load other than pedestrian loads, snow loads, and incidental loads associated with maintenance, including temporary vehicle surcharges;

(E) not show any evidence of sliding or overturning failure; and

(F) be less than 10 feet in height along any point of the wall. For the purposes of this item, the height of the retaining wall is the distance from the top of the ground in front of the wall to the top of the wall stem, or wall step for stepped walls, including any parapets or fencing capable of retaining material. This applies to all retaining walls, including those not fronting a public right-of-way.

(ii) The following scopes of work are exempt from permitting requirements under this section:

(A) Construction of new retaining walls provided that such new retaining walls retain 5 feet or less in height of soil.

(B) Replacement in kind of mass stone masonry walls provided that such retaining walls comply with the applicable code requirements for mass stone masonry walls, including but not limited to requirements pertaining to base to height ratio.

(C) Repairs and rebuilds of retaining wall parapets down to a maximum of 2 feet below the upper soil level.

(D) Repair of existing retaining walls provided that such existing retaining walls retains 5 feet or less in height of soil.

(E) Removal and replacement of masonry façade/cladding units where such replacement does not overlook a paved surface or marked path within the height of the wall. However, if the façade removal and replacement occur a maximum of 5 feet in height above the ground in front of the retaining wall, the retaining wall may overlook a paved surface or marked path.

**(7) Renovation of public restroom buildings.**

(i) Renovation of public restroom buildings, provided that the building:

(A) is limited to a single story in height;

(B) is a freestanding building that does not exceed 1,000 gross square feet;

(C) is not on the lot line or within a distance that is the maximum height of the building from the lot line;

(D) contains no sub-grade levels;

(E) does not have a structural system that is either concrete or structural steel;

(F) is isolated with a construction fence around the building, measured perpendicularly 8 or more feet from the face of the building; and

(G) is taken offline for the duration of the work.

(ii) Work performed on such buildings must be limited to:

(A) reconfiguration of non-load bearing walls;

(B) façade restoration, with the exception of terra cotta;

(C) replacement in kind of existing structural members;

(D) replacement in kind of domestic hot water systems and electric heating systems;

(E) replacement and reconfiguration of plumbing fixtures; or

(F) construction of ramps, stairs and their associated handrails and guardrails as required for accessibility.

**(8) Sheds and greenhouses.** Temporary portable freestanding sheds and greenhouses on land under DPR's jurisdiction, provided that the sheds or greenhouses:

(i) do not exceed 120 square feet in area and 9' - 6" in height;

(ii) do not obstruct any required window;

(iii) are not located within 3 feet of any lot line;

(iv) do not impose any loads on adjacent structures or go below the bottom of any adjacent footings;

(v) are prefabricated structures secured to foundations per the shed or greenhouse manufacturer's instructions; and

(vi) are limited to not more than one such shed per 1,000 square feet of lot area.

**(9) Replacement in kind of miscellaneous metal members.** Replacement in kind of miscellaneous metal members, provided that such replacement:

- (i) occurs within buildings or structures not exceeding a single story in height;
- (ii) does not include the building structure or affect any portion of the building's structural stability;
- (iii) does not result in the widening of any openings; and
- (iv) is limited to the following types of work:
  - (A) lintels;
  - (B) steel doors;
  - (C) storefront; or
  - (D) guardrails and railings.