

**CITY OF NEW YORK
DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT**

Notice of Public Hearing and Opportunity to Comment on Proposed Rules

What are we proposing? The Department of Housing Preservation and Development (“HPD”) is proposing amendments to rules that would allow building owners the option to use a digital sign instead of posting a printed sign in a common area to advise occupants of various requirements of the Housing Maintenance Code.

When and where is the hearing? HPD will hold a public hearing on the proposed rules. The public hearing will take place virtually **on July 17, 2025** from 10 AM to 11 AM:

To participate in the public hearing, enter the Webex URL:
<https://nychpd.webex.com/nychpd/j.php?MTID=m11c26c169df641444028c95f701585b5>

If prompted to provide a password or number, please enter the following:

Meeting number: **2349 086 1314** Password: **dwHmZyyh733**

You may also join via audio device or dial in via phone:

Join by video system:

Dial **23490861314@webex.com**

You can also dial **173.243.2.68** and enter your meeting number

To dial in by phone, please use the following dial-in phone number and participant access code:

United States Toll (New York City) **+1-646-992-2010**

United States Toll **+1-408-418-9388**

Access code: **2349 086 1314**

Password if requested: **dwHmZyyh733**

If you have low bandwidth or inconsistent internet connection, use the dial-in option for the hearing. This will reduce the possibility of dropped audio and stutters.

How do I comment on the proposed rules? Anyone can comment on the proposed rules by:

- **Website.** You can submit comments to HPD through the NYC rules website at <http://rules.cityofnewyork.us>.
- **Email.** You can email comments to rules@hpd.nyc.gov.

- **Mail.** You can mail comments to Deputy Commissioner AnnMarie Santiago, Department of Housing Preservation and Development, Room 6-01, 100 Gold Street, New York, N.Y. 10038.
- **Fax.** You can fax comments to Deputy Commissioner AnnMarie Santiago at 212 863-7010.
- **By speaking at the hearing.** Anyone who wants to comment on the proposed rules at the public hearing must sign up to speak. You can sign up before the hearing by calling 212 863-8340 or by emailing wallaca@hpd.nyc.gov before 5:00 PM **on July 15, 2025**. Although you can indicate during the hearing that you would like to provide comments, we prefer that you sign up in advance. You can speak for up to three minutes. Please note that the hearing is for accepting oral testimony only and is not held in a "Question and Answer" format.

Is there a deadline to submit comments? The deadline for submission of comments is **July 17, 2025**.

What if I need assistance to participate in the hearing? You must tell HPD if you need a reasonable accommodation of a disability at the hearing. You can tell us by mail at the address given above or by email at wallaca@hpd.nyc.gov. You may also tell us by telephone at 212 863-8340. We request advance notice so that we have sufficient time to arrange the accommodation. Please tell us by **July 10, 2025**. This hearing has the following accessibility options available: Simultaneous transcription for people who are deaf or hard of hearing and audio-only access.

Can I review the comments made on the proposed rules? You can review the comments made online on the proposed rules by going to the website <http://rules.cityofnewyork.us/>. A few days after the hearing, copies of all comments submitted online, copies of all written comments, and a summary of oral comments concerning the proposed rules will be available to the public at the Office of Legal Affairs, 100 Gold Street, Fifth Floor, New York, N.Y. 10038.

What authorizes HPD to make these rules? Sections 1043 and 1802 of the New York City Charter ("City Charter") and sections 27-2041.2 and 27-2090 of the New York City Administrative Code authorize HPD to make these rules. The rule was not included in the agency's regulatory agenda as the local law amendment was not anticipated.

Where can I find HPD's rules? The agency's rules are in Title 28 of the Rules of the City of New York.

What laws govern the rulemaking process? HPD must comply with Section 1043 of the City Charter when creating or changing rules. This notice is made according to the requirements of Section 1043 of the City Charter.

Statement of Basis and Purpose of Proposed Rules

The Department of Housing Preservation and Development (“HPD”) proposes the following amendments to provide building owners with the option of installing digital signage to fulfill five notice requirements contained within HPD rules in Title 28 of the Rules of the City of New York (“Title 28”) and the Housing Maintenance Code. HPD proposes these amendments because digital signage can be a more efficient means of conveying important information to occupants and guests by engaging occupants to view information easily and efficiently.

HPD proposes to amend the following Chapters of Title 28 to allow owners to post a digital sign rather than printed signs to comply with signage requirements in each such Chapter:

- Chapter 25: Subchapter H: Owner's Right to Access to Dwelling Units or Rooms in Multiple Dwellings and Requirements for Notification. This Subchapter details the requirement that building owners provide written notice in a prominent place within the public part of a building whenever the owner is required to make a repair that may result in the interruption of essential services for more than two hours.
- Chapter 25: Subchapter R: Collection, Retention and Disposal of Garbage, Rubbish and Refuse in Multiple Dwellings. This Subchapter details the owner's responsibility to provide sufficient and appropriate receptacles on premises for the collection of trash generated by the occupants of the premises. Subchapter R also requires that the owner notify all occupants regarding the location of the receptacles and the hours of collection.
- Chapter 46: [Housing Information Guide for Tenants and Owners]. This Chapter requires the owner of every multiple dwelling to post a notice in the area of the multiple dwelling to which mail is delivered advising occupants in both English and Spanish of the availability of the HPD-published housing information guide, the “ABCs of Housing,” which is available on HPD's website or by calling 311.
- Chapter 56: Internet Capable Temperature Reporting Devices. This Chapter requires the owner of every multiple dwelling that is selected for the installation of one Internet Capable Temperature Reporting Device in each dwelling unit within the selected multiple dwelling to post a notice in the common area of the multiple dwelling regarding the requirements of Chapter 56 and Administrative Code section 27-2033.1.
- Chapter 59: Bedbug Infestation. This Chapter requires the owner of a multiple dwelling to provide notice of the property's bedbug infestation history for the previous year and provide a notice with information about the prevention, detection, and removal of bedbug infestations. Such notices must be provided to each tenant upon commencement of a new lease and with each renewal or by posting in a prominent public location within such multiple dwelling.

Digital signs permitted by these amendments would be required to comply with requirements regarding font size and type, placement, lighting, accessibility, and language in order to ensure legibility. If a building owner chooses to use digital signage, such owner must use digital signage for all of the notices affected by this Rule.

This Rule contains cross references to sections of Title 28 as amended by another rule, relating to the installation and maintenance of natural gas detecting devices, which HPD is promulgating at the same time as this rule.

New material is underlined.
[Deleted material is in brackets.]

Section one. Section 25-101 of subchapter H of chapter 25 of Title 28 of the Rules of the City of New York is amended to read as follows:

§ 25-101 Owner's Right of Access and Requirements for Notification.

(a)(1) *Owner to give notice.* Where an owner or his or her representative seeks access to a dwelling unit, suite of rooms or to a room, under the provisions of §27-2008 in order to make an inspection for the purpose of determining whether such places are in compliance with the provisions of the multiple dwelling law or the administrative code, such owner or representative shall notify the tenants not less than twenty-four hours in advance of such time of inspection.

(2) Where an owner or his or her representative seeks access to make improvements required by law or to make repairs to a dwelling unit, suite of rooms or to a room, such owner or representative shall give written notice to the tenant not less than one week in advance of the time when the improvements or repairs are to be started, except where otherwise provided in paragraph (3) of this subdivision.

(3) Where an owner or his or her representative seeks access to make repairs (i) that are urgently needed to a dwelling unit, suite of rooms or a room, as in the case where a class C violation of the Housing Maintenance Code has been issued, except where such class C violation is for the existence of a lead-based paint hazard, or (ii) in the case of an emergency where repairs are immediately necessary to prevent damage to property or to prevent injury to persons, such as repairs of leaking gas piping or appliances, leaking water piping, stopped-up or defective drains, leaking roofs, or broken and dangerous ceiling conditions, such owner or representative shall not be required to provide written advance notice, but shall be required to notify the tenant or tenants by such actions as telephone, email, or by knocking on the occupant's door at a reasonable time when he or she would be expected to be present.

(4) Where an owner or his or her representative must make a repair in a public area or other area of a dwelling that may result in an interruption of essential services such as utilities (heat, hot water, cold water, gas, electricity, or elevator) that is expected to continue for more than two hours, the owner or his or her representative shall provide written notice to the tenants by posting a notice in a prominent place within the public part of the building and on each floor of such building at least twenty-four hours prior to such interruption. However, if such interruption is not expected to continue for more than two hours or is due to emergency repairs that were not anticipated and must begin immediately, advance notice is not required, provided that notice shall be posted as soon as possible if such work continues for two or more hours. Such notice

shall identify the service to be interrupted, the type of work to be performed, the expected start and end dates of the service interruption, and shall be updated as necessary. Such notice shall be provided in English, Spanish, and such other language as the owner deems necessary to adequately provide notice to the tenants. Such notice shall remain posted until the interruption of essential services interruption ends. A sample notification form is provided in [these rules] subdivision e of this section.

(b) *Notices to be in writing.* Where an owner is required to give notice in advance of seeking access to a dwelling unit, suite of rooms or to a room, as required by subdivision (a) of this section, such notice shall be in writing, dated, and shall contain a statement of the nature of the improvement or repairs to be made, unless specifically stated otherwise in these rules.

(c) *Authorization to be in writing.* Where a representative of an owner seeks access to a dwelling unit, suite of rooms, or rooms, the authorization of the owner shall be in writing and the representative shall exhibit such authorization to the tenant when access is requested.

(d) *Hours when access to be permitted.* Except as provided in paragraph (3) of subdivision (a) of this section, access to a dwelling unit, suite of rooms, or rooms, shall be limited to the hours between nine antemeridian and five post-meridian, unless otherwise agreed to by the tenant. Access shall not be required on Saturdays, Sundays or legal holidays, unless otherwise agreed to by the tenant, except as provided in paragraph (3) of subdivision (a) of this section.

(e) Sample Notification Form for Interruption of Essential Services.

NOTICE OF INTERRUPTION OF SERVICES

Please be advised that due to repair work in the building located at _____, there will be an interruption in the following building services:

heat hot water cold water gas electricity elevator

The interruption in service is expected to begin on _____ and to end on _____.

The repair work is for the purpose of _____

AVISO DE INTERUPCION DE SERVICIOS

Por favor tenga en cuenta que debido a reparaciones en el edificio localizado en _____, habrá una interrupción en los siguientes servicios del edificio:

Calefacción Agua Caliente Agua Friá Gas Electricidad Elevador

La interrupcin en servicio se espera comenzar en _____ y terminar en _____.

El trabajo de reparación es para el propósito de _____

(f) For any notice provided pursuant to paragraph (4) of subdivision (a) of this section, an owner may, in lieu of posting a physical notice, instead install a digital sign that otherwise complies with such paragraph. Such digital sign must comply with the requirements of 28 RCNY § 12-01(f) and be programmed in a manner to distinguish the unique and temporary nature of the interruption of services sign from all other digital signs, provided that, if the digital sign becomes inoperable, the owner must forthwith display physical notices as described in this section until such time as the digital sign is made operable.

(g) The display of a digital sign in a prominent place within the public part of the building where other digital signs are located does not relieve an owner of the requirement in paragraph (4) of subdivision (a) of this section to post a written notice of the relevant service interruption on each floor of the building. Such additional signs on each floor of the building are not required to be digital signs that comply with the requirements of subdivision (f) of this section.

(h) If an owner installs a digital sign as allowed pursuant to subdivision (f) of this section, such owner must also install a digital sign as described in 28 RCNY § 12-01(e) (notice regarding smoke detecting devices), 28 RCNY § 12-06(c) (notice regarding carbon monoxide alarm requirements), 28 RCNY § 12-09.1(f) (notice regarding natural gas detecting devices), 28 RCNY § 25-201(c) (notice regarding collection and disposal of garbage), 28 RCNY § 46-01(b) (notice regarding housing information guide), 28 RCNY § 56-03(c) (notice regarding temperature reporting device), and 28 RCNY § 59-01(c) (notice regarding bedbug infestation).

§ 2. Section 25-201 of subchapter R of chapter 25 of Title 28 of the Rules of the City of New York is amended by adding new subdivisions (c) and (d) and relettering subdivisions (c) and (d) to (e) and (f) to read as follows:

(c) For the notice required by paragraph (1) of subdivision (b) of this section, an owner may, in lieu of posting a physical notice, install a digital sign that otherwise complies with such paragraph and with the requirements of 28 RCNY § 12-01(f), provided that, if the digital sign becomes inoperable, the owner must forthwith display physical notices as described in this section until such time as the digital sign is made operable.

(d) If an owner installs a digital sign as allowed pursuant to subdivision (c) of this section, such owner must also install a digital sign as described in 28 RCNY § 12-01(e) (notice regarding smoke detecting devices), 28 RCNY § 12-06(c) (notice regarding carbon monoxide alarm requirements), 28 RCNY § 12-09.1(f) (notice regarding natural gas detecting devices), 28 RCNY § 25-101(f) (notice regarding owner's right of access and requirements for notification), 28 RCNY § 46-01(b) (notice regarding housing information guide), 28 RCNY § 56-03(c) (notice regarding temperature reporting device), and 28 RCNY § 59-01(c) (notice regarding bedbug infestation).

~~[(c)]~~ (e) In lieu of complying with the foregoing rules, §25-201(b)(1) to §25-201(b)(iv), inclusive, an owner, lessee or other person in charge of the building may elect to call at each apartment or room at least once daily and collect such garbage, rubbish or refuse for deposit in receptacles referred to in paragraph (1) of subdivision (a) of this section.

~~[(d)]~~ (f) The provisions of these rules shall not apply to any multiple dwelling where regular incinerator services are provided and maintained.

§ 3. Section 46-01 of chapter 46 of Title 28 of the Rules of the City of New York is amended to read as follows:

§ 46-01 [[Housing Information Guide for Tenants and Owners.]] Housing Information Guide for Tenants and Owners.

(a) Every owner of a multiple dwelling shall post the following notice in at least 11 point type in a conspicuous place within view of the area in the multiple dwelling to which mail is delivered.

(b) For the sign required pursuant to subdivision (a) of this section, an owner may, in lieu of posting a physical notice, instead install a digital sign that otherwise complies with such subdivision and with the requirements of 28 RCNY § 12-01(f), provided that, if the digital sign becomes inoperable, the owner must forthwith display physical notices as described in this section until such time as the digital sign is made operable.

(c) If an owner installs a digital sign as allowed pursuant to subdivision (b) of this section, such owner must also install a digital sign as described in 28 RCNY § 12-01(e) (notice regarding smoke detecting devices), 28 RCNY § 12-06(c) (notice regarding carbon monoxide alarm requirements), 28 RCNY § 12-09.1(f) (notice regarding natural gas detecting devices), 28 RCNY § 25-101(f) (notice regarding owner's right of access and requirements for notification), 28 RCNY § 25-201(c) (notice regarding collection and disposal of garbage), 28 RCNY § 56-03(c) (notice regarding temperature reporting device), and 28 RCNY § 59-01(c) (notice regarding bedbug infestation).

§ 4. Section 56-03 of chapter 56 of Title 28 of the Rules of the City of New York is amended by adding new subdivisions (c) and (d) to read as follows:

c. For the notice that is required to be posted in the common area of a multiple dwelling by subdivision a of this section, an owner may, in lieu of posting a physical notice, install a digital sign that otherwise complies with such subdivision and with the requirements of 28 RCNY § 12-01(f), provided that, if the digital sign becomes inoperable, the owner must forthwith display physical notices as described in this section until such time as the digital sign is made operable.

d. If an owner installs a digital sign as allowed pursuant to subdivision c of this section, such owner must also install a digital sign as described in 28 RCNY § 12-01(e) (notice regarding smoke detecting devices), 28 RCNY § 12-06(c) (notice regarding carbon monoxide alarm requirements), 28 RCNY § 12-09.1(f) (notice regarding natural gas detecting devices), 28 RCNY § 25-101(f) (notice regarding owner's right of access and requirements for notification), 28 RCNY § 25-201(c) (notice regarding collection and disposal of garbage), 28 RCNY § 46-01(b) (notice regarding housing information guide), and 28 RCNY § 59-01(c) (notice regarding bedbug infestation).

§ 5. Section 59-01 of chapter 59 of Title 28 of the Rules of the City of New York is amended by adding new subdivisions (c) and (d) to read as follows:

(c) For the notice required by § 27-2018.1(c)(2) of the Administrative Code of the City of New York and the report required by § 27-2018.2 of such code, if an owner elects to post the required information in a prominent public location within the multiple dwelling, such owner may,

in lieu of posting a physical notice, install a digital sign that otherwise complies with such sections and with the requirements of 28 RCNY § 12-01(f), provided that, if the digital sign becomes inoperable, the owner must forthwith display physical notices as described in this section until such time as the digital sign is made operable.

(d) If an owner installs a digital sign as allowed pursuant to subdivision (c) of this section, such owner must also install a digital sign as described in 28 RCNY § 12-01(e) (notice regarding smoke detecting devices), 28 RCNY § 12-06(c) (notice regarding carbon monoxide alarm requirements), 28 RCNY § 12-09.1(f) (notice regarding natural gas detecting devices), 28 RCNY § 25-101(f) (notice regarding owner's right of access and requirements for notification), 28 RCNY § 25-201(c) (notice regarding collection and disposal of garbage), 28 RCNY § 46-01(b) (notice regarding housing information guide), and 28 RCNY § 56-03(c) (notice regarding temperature reporting device).

**NEW YORK CITY LAW DEPARTMENT
DIVISION OF LEGAL COUNSEL
100 CHURCH STREET
NEW YORK, NY 10007
212-356-4028**

**CERTIFICATION PURSUANT TO
CHARTER §1043(d)**

RULE TITLE: Amendment of Rules Relating to Signage Requirements for Building Owners

REFERENCE NUMBER: 2024 RG 010

RULEMAKING AGENCY: Department of Housing Preservation and Development

I certify that this office has reviewed the above-referenced proposed rule as required by section 1043(d) of the New York City Charter, and that the above-referenced proposed rule:

- (i) is drafted so as to accomplish the purpose of the authorizing provisions of law;
- (ii) is not in conflict with other applicable rules;
- (iii) to the extent practicable and appropriate, is narrowly drawn to achieve its stated purpose; and
- (iv) to the extent practicable and appropriate, contains a statement of basis and purpose that provides a clear explanation of the rule and the requirements imposed by the rule.

/s/ STEVEN GOULDEN
Senior Counsel

Date: April 23, 2025

**NEW YORK CITY MAYOR'S OFFICE OF OPERATIONS
253 BROADWAY, 10th FLOOR
NEW YORK, NY 10007
212-788-1400**

**CERTIFICATION / ANALYSIS
PURSUANT TO CHARTER SECTION 1043(d)**

RULE TITLE: Amendment of Rules Relating to Signage Requirements for Building Owners

REFERENCE NUMBER: HPD-93

RULEMAKING AGENCY: Department of Housing Preservation and Development

I certify that this office has analyzed the proposed rule referenced above as required by Section 1043(d) of the New York City Charter, and that the proposed rule referenced above:

- (i) Is understandable and written in plain language for the discrete regulated community or communities;
- (ii) Minimizes compliance costs for the discrete regulated community or communities consistent with achieving the stated purpose of the rule; and
- (iii) Does not provide a cure period because it does not establish a violation, modification of a violation, or modification of the penalties associated with a violation.

/s/ Francisco X. Navarro
Mayor's Office of Operations

April 23, 2025
Date

