Landmark Preservation Commission
Accessibility Progress Report
2024-2025

# Introduction

The Landmarks Preservation Commission is a Mayoral Commission, created in 1965, that is responsible for identifying, designating and regulating landmarks, historic districts, interior landmarks and scenic landmarks, to ensure their protection, enhancement, preservation and use for the health, prosperity and welfare of the citizens of New York City. To date the Commission has designated more than 38,000 buildings and sites citywide, including 1,464 individual landmarks, 123 interior landmarks, 12 scenic landmarks, and 157 historic districts and extensions, and today is largest municipal preservation agency in the nation.

Local Law 12 of 2023 (“Local Law 12”), codified as section 23-1004 of the NYC Administrative Code, required agencies to prepare and publish 5-year accessibility plans using a template provided by the Mayor’s Office for People with Disabilities (MOPD). The Landmarks Preservation Commission (“”Commission” or “LPC”) published its plan and made it available on our website as required by March 15, 2024.

This annual progress report is the first annual report required by Local Law 12.

## Statement of Commitment

The Commission believes in an equitable, diverse, and inclusive environment. It is committed to ensuring that persons with disabilities have access to the Commission’s services; to identifying, preventing and removing barriers to accessibility; and to meeting accessibility requirements in a matter that respects the dignity and independence of persons with disabilities. LPC strives to use reasonable efforts to ensure that its policies, practices and procedures are consistent with the following principles:

• Receipt of complaints, investigations and other Commission services are provided in a manner that respects the dignity and independence of persons with disabilities to enable them to obtain, use or benefit from LPC’s resources and/or services;

• Persons with disabilities are given an opportunity equal to that given to others to obtain, use and benefit from Commission resources and/or services;

• When communicating with a person with a disability, the Commission will do so in a manner that considers the person’s disability and preferred method of communication;

• Contingent on funding, the Commission will explore installation of assistive listening devices so that persons with disabilities may use assistive devices to support access to Commission resources and services; and

• Persons with disabilities and their service animals are accommodated in all aspects of service provision unless the animal is otherwise excluded by law.

## Disability Service Facilitator and Other Key Accessibility Information

The Commission’s Disability Service Facilitator (DSF) is Stephanie Yang, who can be contacted at: access@lpc.nyc.gov and 212-602-7256.

The Commission’s notice of nondiscrimination / notice of rights, grievance procedure, website accessibility statement and any other key agency accessibility information can be found at this link: <https://www.nyc.gov/site/lpc/about/lpc-accessibility-webpage.page> .

## Feedback Process

The LPC welcomes feedback on our accessibility plan, this progress report and accessibility issues of our digital content. Please let us know if you encounter accessibility issues by using the <https://www.nyc.gov/nyc-resources/website-accessibility-feedback-form.page>.

If you need assistance accessing a particular program or service, please reach out to Stephanie Yang, LPC Disability Services Facilitator at (212) 602-7256 or access@lpc.nyc.gov.

# Progress Report

**Physical Access**

As mentioned in our 5-Year Accessibility Plan, LPC recently moved its offices to 253 Broadway in Manhattan on April 4, 2025. We occupy 4 floors: floors 11-13 are for the staff, and we have a hearing room on the second floor. The offices were designed to be accessible.

While the offices are accessible, the entrance to the building is not. Currently, DCAS staff will open the building’s front doors when asked. DCAS has the approvals from LPC for making the front doors accessible, one in 2015 and another in 2024. According to DCAS, the project is moving forward and estimates it could be completed within 6-12 months.

The LPC’s 5-Year Plan identified as a goal the installation of assistive listening devices in at least one conference room in the new offices. That has been accomplished; we can report that the new hearing room has been equipped with an induction loop system to provide for hearing device users.

In addition to the hearing room, and contingent on funding, the Commission remains committed to exploring installation of assistive listening devices/hearing loops in one office conference room during the plan period.

**Digital Access**

LPC’s computers and website are hosted by OTI. LPC continues to strive to meet Web Content Accessibility Guidelines 2.1 Level AA for both our internal and public facing websites.

In 2025, LPC staff involved in designing and posting digital content to public facing websites received appropriate training in digital access. One new employee involved in these tasks will be trained soon.

LPC has another internal and public facing website associated with the New York City Archaeological Repository: The Nan A. Rothschild Research Center (<https://archaeology.cityofnewyork.us/>). This website is privately hosted and is compliant with Web Content Accessibility Guidelines 2.1 Level AA.

**Programmatic Access**

LPC continued to provide fully electronic services to stakeholders and can accommodate reasonable requests for alternative formats for most documents. It also continued to provide training to employees on the requirements of accessibility. During the past year, almost all LPC employees took the DCAS Disability Etiquette training. LPC will be working with the Mayor’s Office of People With Disabilities to schedule a more in-depth agency-wide training in the next year.

**Effective Communications**

LPC remains committed to providing accessible service to persons with disabilities and making our application process, informational guides, rules and regulations and other communications accessible to persons with disabilities. During the past year LPC received no requests for alternative formats but remains ready and able to respond to such requests.

As mentioned above, LPC will be working with the Mayor’s Office of People With Disabilities to schedule a more in-depth agency-wide training in the next year.

**Workplace Inclusion**

LPC remains committed to fostering an affirmative and equitable employment program. We continue to follow the policies outlined in the 5-Year Plan, including all accessibility policies; accommodations in recruitment, hiring and on-boarding; documentation for requests for accommodation; and requiring and providing access to relevant training.

# Consultations and Feedback

The agency holds all-staff meetings (“Staff Enrichment”) on a regular basis, where employees from various departments make presentations about their work. In addition to these presentations, there is an opportunity at these meetings for employees to raise any personnel, agency or other issues, including accessibility issues. During 2025, accessibility issues were not raised at the Staff Enrichment meetings. We will continue to hold these in the future.

# Conclusion

The New York City Landmarks Preservation Commission believes in an equitable, diverse, and inclusive environment. The LPC is committed to ensuring that persons with disabilities have access to the Commission’s services; to identifying, preventing and removing barriers to accessibility; and to meeting accessibility requirements in a matter that respects the dignity and independence of persons with disabilities.