

THE CITY OF NEW YORK  
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: January 14, 1981

TO: BOROUGH SUPERINTENDENTS  
FROM: Deputy Commissioner Irving E. Minkin, P.E.  
SUBJECT:

Community Residences (Supplements memorandum dated March 10/1980  
Regarding Community Residence for the Mentally Disabled)

-----

The state has recently embarked on a crash program for filing and approvals of community residences leased projects.

Pending the owner's signatures on applications authorizing submission and approval for such applications, they are to be accepted for filing, and examined in normal sequence despite the absence of such authorization, with official approval being held in abeyance, until such authorization is actually obtained.

Where an applicant expresses a request for expeditious action, a copy of the request is to be immediately forwarded to this office for consideration. In the case of Manhattan, the applicant is to be authorized, anticipating transfer out of borough for examination, to be permitted to assemble necessary back-up records to expedite transmittal of the application to another borough for expeditious review. However, this office should be consulted before such transfer is made.

  
Irving E. Minkin, P.E.  
Deputy Commissioner

HEM:AP

cc:  
Commissioner Fruchtman  
Deputy Commissioner Parascandola  
Assistant Commissioner Dennis  
Executive Staff  
File

1755