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Int. No. 1418

By Council Members Marte, Lee, Brannan and Restler

A Local Law to amend the administrative code of the city of New York, in relation to department of buildings procedures regarding gaining access for inspections in response to a complaint

Be it enacted by the Council as follows:

Section 1. Article 116 of chapter 1 of title 28 of the administrative code of the city of New York is amended by adding a new section 28-116.1.3 to read as follows:

§ 28-116.1.3 Complaints of buildings violations.

1. The department shall require any person submitting a complaint of a violation of this code to include, in a form prescribed the department, contact information for such person, including at minimum, a phone number.

2. No later than 30 days after the department notifies an owner of a complaint of a violation of this code submitted by any person, the department shall visit the premises to verify whether such violation has occurred. If the department is unable to enter the premises to verify whether such violation has occurred, the department shall post at the entrance of the premises and provide to the owner a notice that shall include information regarding the case number of the complaint and the date the complaint was submitted, the date the department attempted to enter the premises, information on how complaints of violations of this code are resolved by the department, the department's phone number and the website where the owner may schedule an appointment with the department for an inspection relating to complaints and violations of this code, and any other information the department deems relevant.

3. If the department is unable to enter the premises after visiting the premises on at least 2 days, the department shall attempt to contact the owner by phone call and text message to schedule an appointment to visit the premises. If the department is unable to reach the owner by phone or text message, the department shall categorize the complaint as unresolved and shall post on the premises and provide to the owner of the premises a notice that shall include the dates the department attempted to enter the premises to verify whether such violation occurred, the reason why the complaint is being categorized as unresolved, and the department's phone number and the website where the owner may schedule an appointment with the department for an inspection relating to complaints and violations of this code.

4. A complaint of a violation of this code shall be categorized as closed only when the department has verified that a condition has been cured or does not exist.

§ 2. This local law takes effect 120 days after it becomes law.

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