

DEPARTMENT OF BUILDINGS
EXECUTIVE OFFICES
60 HUDSON STREET, NEW YORK, NY 10013
CHARLES M. SMITH, Jr., R.A., Commissioner

Asbestos
Exemptions

JOSEPH M. WHITE
Assistant Commissioner
of Operations

OPERATIONS
POLICY AND PROCEDURES NOTICE # 1/87

To: Borough Superintendents
From: Joseph M. White, Assistant Commissioner
Date: March 13, 1987
Subject: Asbestos Forms

Effective April 1, 1987

Purpose

To establish a procedure for processing asbestos evaluation forms.

Procedure

Applications filed prior to April 1, 1987 will not be subject to the following requirements.

Effective April 1, 1987 applications requiring plans, and applications for demolition permits cannot be approved unless an asbestos evaluation form is submitted with the application. New buildings are exempt from this requirement by law. Specific categories of work, which are noted further on in the procedure, are also exempt in accordance with regulation S 8152 of the Department of Environmental Protection Asbestos Control regulations.

Asbestos evaluation forms fall into three categories as indicated below:

1. Not an asbestos project- form must be signed by a Certified Asbestos Investigator (ACP5).
2. Asbestos Inspection Report (ACP7).
3. Asbestos Exemption Certification Letter (B Form ASB4).

An original plus one copy of the asbestos evaluation form must be submitted prior to approval for each application filed except

for Building Notices and Demolition permits, for which an original plus one copy of the asbestos evaluation form must be submitted at the time of filing. On all other applications, the Plan Examiner will issue an objection if the approved asbestos form is not present. Building Notice and Demolition permit applications cannot be filed without one of the asbestos forms. In addition, Asbestos Inspection Reports must be accompanied by the appropriate filing fee, payable to New York City Department of Buildings in accordance with the schedule so indicated on the form.

Building Notice and/or Alteration applications filed solely for the following reasons are exempt from filing asbestos forms ACP 5 and ACP 7. However, B Form ASB 4, the Exemption Certification Letter must be filed.

- . Sidewalk Sheds, bridges and fences
- . Curb Cuts
- . Accessory parking
- . Retaining walls
- . Parapet walls
- . Signs
- . Replacing exterior water tanks
- . Exterior scaffolding
- . Cranes
- . Elevator Equipment (not including construction and enclosure of shaft)
- . Underpinning of buildings
- . Sealing of buildings
- . New finish material
- . New storefronts in existing masonry openings
- . Subdivision of an existing tax lot
- . Zoning lot reapportionment
- . Sealing of dumbwaiters
- . Change of use or legalization requiring no work
- . Erecting of fire escapes
- . Erecting of interior non-bearing partitions
- . Tents
- . Candy or news stands
- . Certificate of Occupancy requiring no work

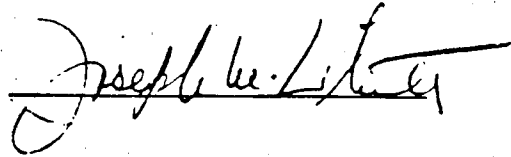
Any amendments to applications filed after March 31, 1987 must include a copy of the asbestos evaluation form originally submitted. A new form would not be required unless the amendment changes the scope of the work covered by the original application. Plan Examiners will be responsible for reviewing amendments submitted with plans to determine whether a new asbestos evaluation form is required. Amendments to applications filed prior to April 1, 1987 are not subject to these requirements until April 1, 1988.

A copy of the asbestos evaluation form will be retained in the borough office with the application. Filing fees collected will be held and deposited to the Department of Finance general account using revenue source number 00250, along with the D receipts.

The Borough Office Manager or his/her designee will prepare a package consisting of the originals of all asbestos evaluation forms filed, batched with a daily summary sheet and a copy of the ACRAF 400 for agency number 826 for pick-up by the Department of Environmental Protection. A sample of the summary sheet to be used for batching the forms is attached. Summary entries will be made by application number with a checkmark placed in the appropriate box to indicate which form was received. By close of business each day, the Department of Environmental Protection will collect these packages from each borough office.

Questions on the asbestos evaluation forms and/or exceptions to policy should be referred to the Director of the Asbestos Control Program, (212) 323-8653, at the Department of Environmental Protection.

Copies of the asbestos evaluation forms are attached.



JMW:mh
Attachments

cc: Executive Staff
Deputy Borough Superintendents
Borough Managers
Supervisors - Permits