

## DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT

### Notice of Adoption

**NOTICE IS HEREBY GIVEN that pursuant to section 1043 of the New York City Charter, the Department of Housing Preservation and Development hereby adopts rules implementing section 27-2051.1 of the New York City Administrative Code, requiring the temporary posting of signs in residential dwellings under certain circumstances. The proposed rules were published in the City Record on January 30, 2014. A public hearing was held on March 6, 2014.**

### Statement of Basis and Purpose of Adopted Rule

The rule implements section 27-2051.1 of the New York City Administrative Code, which requires owners of residential dwellings to post a temporary notice with emergency information in the common area of the building prior to the arrival of a weather emergency, a natural disaster, or after being informed about a utility outage that is expected to last for more than 24 hours. The sign must be removed after the weather emergency, natural disaster, or utility outage has ended. The law requires that the Department of Housing Preservation and Development publish a template that may be used by residential buildings for this purpose. The rule provides such a template.

This rule implements recently enacted requirements in section 27-2051.1 of the New York City Administrative Code, with only minor discretion or interpretation by the Department of Housing Preservation and Development. Pursuant to section 1043(d)(4)(iv) of the City Charter, the analysis required by section 1043(d) of the Charter was not performed.

“Shall” and “must” denote mandatory requirements and may be used interchangeably in the rules of this department, unless otherwise specified or unless the context clearly indicates otherwise.

New material in the following rule is underlined, deleted material is in [brackets].

Section one. Title 28 of the Rules of the City of New York is amended by adding a new Chapter 45 to read as follows:

### CHAPTER 45

#### TEMPORARY POSTING OF EMERGENCY INFORMATION

§45-01. (a) Prior to the expected arrival of a weather emergency, when a natural disaster event occurs, or after being informed about a utility outage in a building which is expected to last for more than twenty-four hours, the owner of a residential dwelling where at least one dwelling unit is not occupied by the owner, must post a sign in a common area of the building accessible to all occupants in at least 11 point type. Such sign should be updated by the owner as needed, and must be removed after the weather emergency, natural disaster, or utility outage has ended.

Such sign should be substantially in the following form:

**EMERGENCY NOTIFICATION: PLEASE READ**

**ALL EMERGENCIES:**

**Building Personnel Contacts** Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**In An Emergency**

**911: Emergencies** Call 911 when you are in immediate danger, there is a fire on the premises, you witness a crime in progress, or if you have a serious injury or life-threatening medical condition.

**Contacting the City**

**311: City Information** Call 311 (TTY: 212-504-4115) or visit [www.NYC.gov](http://www.NYC.gov) when you need access to non-emergency services or information about City government programs. Do not call 311 for emergencies.

If you have special needs and need assistance to evacuate, contact the City at 311. Persons with special needs may also find information on line at the Office of Emergency Management's website: [www.nyc.gov/oem](http://www.nyc.gov/oem).

**To Report a Utility Outage**

Con Edison 24-hour hotline: 800-752-6633 (TTY: 800-642-2308)

LIPA 24-hour hotline: 800-490-0075 (TTY: 631-755-6660)

National Grid 24-hour hotline: 718-643-4050 (TTY: 718-237-2857)

**BUILDING UTILITY OUTAGE**

- Not applicable, OR
- During the current utility outage, the following services will be provided to building occupants:
  - drinking water
  - this building utilizes a water pump—please conserve water by: \_\_\_\_\_
- corridor, egress and common area lighting
- fire safety and protection
- elevator service
- cell phone chargers are located at: \_\_\_\_\_
- hot water
- heat
- air conditioning

**EMERGENCY EVACUATION EVENT**

- Not applicable, OR
- This building IS NOT located in an emergency evacuation zone; or
- This building IS located in emergency evacuation zone number \_\_\_\_\_.

The nearest designated evacuation center is located at: \_\_\_\_\_

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**HIGH WIND EVENT**

- Not applicable, OR
- All non-permanent objects such as furniture and flower pots must be removed from the roof, balconies, and any other outside platform or window.

**ADDITIONAL INFORMATION** (Owners may add any additional information here)