

Questions for Virtual AIA Brooklyn Industry Meeting – November 12th @ 3:00 PM

1. Data entry is a large problem, it takes over a week to have something processed and even at that time it is either entered incorrectly or rejected for an erroneous reason, there are multiple examples of such instances. The even greater issue is that there is no one to address these problems, the help module is not responsive and staff does not accept emails to resolve the issues, what is the industry to do as it is causing extreme delays in approvals, permits and sign offs? Additionally, Pro-cert PAA's are automatically being approved in the system prior to the applicant confirming items were entered correctly and submitting "OK to Approve" causing errors in the filing that can only be corrected through an additional PAA. **DOB strives to maintain our service levels which is currently 2-3 business days. Occasionally there are delays due to unforeseen circumstances. The industry should continue to use the help form to have issues resolved. PAA Approvals are rejected when "ok to approve" is not written on the PW1. We do not auto-approve PAAs.**

2. We have experienced on recent PAA's and AI-1 changes that the amendment requests are being given to a new Plan Examiner instead of the initial Examiner that approved the application. This is resulting in frivolous and time-consuming new objections being raised that are not relevant to the changes being requested for approval.

Why can't the initial Examiner review the proposed changes since he or she is already familiar with the job?

In order to expedite the job review process, and given senior examiners long wait time to schedule for PAA appointments, junior PE's are given PAA review assignments. PE's reviewing PAA's are advised not to raise additional objections. Jobs will be assigned to audit if any issue is observed that might merit an objection. Audits will be second reviewed by senior staff to assure compliance.

3. Is it possible to have Walk In List in Brooklyn to be made virtual (via Email) due to Covid like Queens has implemented (see below):

- Please use QueensPER11PlanExam@buildings.nyc.gov for:
 - Appointments, manual
 - Fee estimation
 - Reinstatement – eSubmit documents as well
 - Walk-in (technical required items receipt, deferral or waiver) – eSubmit documents as well
 - Please submit between 8:30am – 10:30am only to be considered for review.
 - Consider resubmitting next morning if no Department response received

QUEENS - WAIVER OF REQUIRED ITEMS:

Starting today, Monday September 21st, 2020, walk-in request including required items /waivers is handled as follow:

Please submit between 8:30am- 10:30am Mondays – Thursdays to QueensPER11PlanExam@buildings.nyc.gov with 'items waiver' on your subject line. Since it is handled in the order which it is received. Any incomplete request will be rejected and notified as such. your request is limited to 2 per day per applicant. You can always resubmit it the same hours the next business day (Mondays – Thursdays).

Brooklyn is currently implementing the physical drop off of the walk-in items on a first come-first served basis. It's limited to 10 requests per day with priority to professionals. No immediate plan to switch to email-based requests at this juncture.

4. Is the Brooklyn DOB borough office and Manhattan executive office aware of the fact that the Brooklyn Boro Presidents TOPO office is currently scheduling appointment for MARCH 2021, FIVE MONTHS OUT just to SUBMIT THE REQUEST to drop off a house number submission.

You can confirm with Kellie O'Brien (kobrien@brooklynbp.nyc.gov)

I realize that the DOB has no control of the gross incompetency of the TOPO unit, but how can the DOB help with this issue that affect

- a. Setting up New BIN #s for New buildings
- b. Required for filing and approvals
- c. Required for final CO

And waiting the 150 plus days we all know is not acceptable.

5. Is it the time finally to give us some directions and answers to all of our questions relating to the LL 92/94 (sustainable roof zone) which we submitted over 6 months ago? Or we can just continue to submit it any way we feel like? Half a year is more than enough time for technical unit to be able to give us some directions.

A memo from the sustainability group is attached to this month's minutes.

6. In 2014, Facade Alteration was added to the checklist in section 9C of the PW1. When is this line supposed to be checked? The instructions say when the work involves a facade modification. There is an inconsistency among examiners on when this should be checked. What is considered a modification? I was recently asked to check this box when the only change was a replacement of windows. For another example, if a story is being added to a building and it is set back 15 feet from the existing facade, is that a facade modification. Also, just to be clear, this item refers only to the front wall and not any other exterior wall. PW1 section 9C is needed to be checked when modification or alteration of façade is proposed. It's also needed to be checked when vertical enlargement is proposed. Vertical enlargement alters existing façade.

7. Noticing that ECB violations being written up but are not being input into the system in a timely manner. The problem is that those that have a cure date cannot be certified to have

been corrected by ECB if they don't show up in the system which is then subjecting the respondent to have to appear in Court and be fined additional penalties.

OATH/ECB summonses are entered into the system as quickly as possible.

The "Cure" date for summonses is usually at least 10 days before the first hearing date on the summons and summonses now have longer first hearing dates than necessary because of the pandemic and the fact that everyone is working remotely.

A "Cure" is a specific form of correction; some Class 1 and Class 2 summonses do not have "Cure" dates, and the summonses without "Cures" still require Correction. When correction is submitted those submissions are either "Approved" or "Disapproved." Appearance at OATH is still required as indicated on the summons.

When evaluating submissions for "Cures", "Approvals," or "Disapprovals" AEU uses the date received by AEU, not the date the submission evaluated (unless the submission is evaluated on the day submitted).

If there is a lag time between the date a submission is received in an acceptable form and the entry of the Cure, Approval or Disapproval and other penalties kick in, those penalties may be rescinded and in fact are rescinded. Some civil penalties may require payment to receive a "Cure."

AEU hopes to refine the system to allow submissions for summons that are eligible for cures to be streamlined into the approval process. This has not happened, yet, but is in the works.

As a further note, submissions sometimes fail to state how the condition is corrected. The submissions spend a lot of space repeating the violation and little space or effort in explaining how the condition was corrected. If properly executed a "Cure" will be accepted. A competent expediter knows this.