



## Vigilance Is Needed to Avoid Fines and Violations

Whether you believe that New York City's issuance of building violations is aimed at revenue generation or improving the quality of life, it's a fact that City inspectors are out in unprecedented numbers with their Rule Books and Violations Notepads at the ready. And the fines continue to increase, keeping building staff, managing agents, and a host of contractors, consultants, architects and



Every water tank in New York must be cleaned and inspected annually to avoid fines that can run into the thousands.

engineers busy mitigating your property's exposure. DEPM's Compliance Department works continuously with our agents and managers to keep them abreast of the core issues involving violations, mitigation and compliance. Below are key areas where fines can pile up unless systems are in place to ensure that City regulations are being followed:

- **Curbside Debris:** Sanitation inspectors routinely issue curbside debris violations. Building staff must keep a keen eye out for the tossed wrapper, discarded cigarette or coffee cup to

## Prepare Now for Winter



Keeping your building running smoothly throughout the cold winter months is always a challenge. By preparing early, your property can save money, reduce fuel consumption, and increase the comfort and convenience of residents. Following are a few key areas where your staff can begin their winter preparations. For a complete detailed list, please contact your managing agent, who can send it to your super or other

designated staff.

- Schedule year-end service for central air systems
- Schedule pre-season inspection of heating systems
- Close, service and install insulation covers on through-wall and window A/C units
- Secure all items on roofs and balconies to immobilize them in the event of a wind storm
- Move all planters away from walls to allow snow removal around perimeter
- Inspect all-weather carpets and runners to ensure good condition
- Review emergency procedures for residents and staff, and update as needed
- Review and update list of residents with special needs in case they need assistance
- Review and update telephone call list for staff in case there is a problem with public transportation ❖

avoid fines from \$50 to \$500, depending on occurrences accumulated.

- **Trash Pick-up Times:** Sanitation inspectors will issue fines of up to \$500 for trash or recycling being put out too early the night before a trash pick-up. Resident Managers and Superintendents should be wary that too early curbside placement can be costly.

- **Recycling:** Sanitation inspectors are traveling in DOS-marked 'patrol cars' ahead of the regular sanitation trucks randomly opening regular trash bags, rummaging through the garbage in search of recycled plastic and paper products. All it takes is one soda can or magazine in the regular trash to result in an instant ticket. Residents should

be encouraged to be diligent in their recycling efforts, as these fines are passed in the form of rising common charges.

- **Snow/Ice Removal:** Vigilant snow and ice removal is crucial to avoid dangerous conditions and potential liability claims, as well as fines. Also be mindful of sidewalk cracks, lifts and openings, which can also result in a fine from the Department of Transportation or a liability suit.

- **Standpipe Sprinklers:** Annual inspections and daily record-keeping are required. This can be done by your resident manager/superintendent but they must have a special license issued by the FDNY. While the system may pass inspection (it is wise to pre-test the

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# Remote Controls Saved This Building 15% on Heating Fuel

DEPM recently embarked on a very interesting project to save energy and cut fuel costs at one of our properties, a 38 building complex that straddles the Sunnyside and Woodside neighborhoods in Queens.

The residential rental property has been owner managed for over 50 years, but recently, DEPM was brought in to provide professional management. All facets of the property were evaluated and one of the first initiatives was to analyze heating costs, operations and procedures. After some analysis, we determined that the complex was a prime candidate for a fully computerized, remotely managed heat control system.

Here's how it works: Sensors are placed in the buildings to determine the heat levels throughout each property. Then the computerized controls determine if any heat is called for. The machines monitor how each boiler is operating, and send out a signal to an app that DEPM managers,



*DEPM can monitor and control heat, discover immediately if there is a problem with any of the boilers, and adjust heat to any of the buildings remotely.*

supers and emergency staff all have on their iPhones.

On this app, from literally anywhere, DEPM can monitor and control heat, discover immediately if there is a problem with any of the boilers, and adjust heat to any of the buildings remotely.

Last winter, even though it was one of the coldest in many years, these new controls and monitors saved this property 15% on gas bills! And because National Grid offers a large rebate on the installation of these controls, there is the opportunity for further discounts, and even greater savings.

For more information on using these types of computerized controls in your property, email us at [info@ellimanpm.com](mailto:info@ellimanpm.com).

overhauled to bring code up to international standards, as well as abandoning the "Grandfather clause" for old elevators. Elevator companies have increased their charges for these new inspections, and third party inspectors paid by the building are now involved as well. Anything not in compliance with code must be addressed within 90 days. Both compliance costs and fines have skyrocketed, so attention must be paid to these regulations.

- **Rooftop Tanks:** Every water tank in New York must be cleaned and inspected annually. Water must be sent out to a lab and the certificate of inspection and the lab certificate of water quality must be kept on premises for five years, posted in a public location and available for any City inspector to review. Fines can be thousands of dollars.
- **Buildings, Health and Fire Department Inspections:** Improper basement storage, blocked hallways, improper lighting or lack of emergency lighting, obstacles in stairwells, throw rugs in fire stairs, lack of proper inspection certificates and proof of compliance are all violations that can result in fines. Even a poor attitude by a super can lead to a lengthy list of items to correct and fines to pay.
- **Facade Inspection:** Local Law 11/98 (aka Façade Inspection Safety Program, or FISP) requires façade inspection every five years. A new retroactive amendment to this law also requires inspection of railings, terraces, balconies, and fire escapes. New regulations requiring site safety monitors, along with permit fees and rising engineering fees have doubled or even tripled the cost of exterior projects. It's imperative to work with reputable companies with solid references. ❖

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systems with the building plumber), if the daily logs are not in the proper book, or are incomplete, fines can climb into the thousands of dollars. The FDNY licensing tests have become so arduous that some supers have had to study and take the test

multiple times before passing. Failure to have a licensed staff member responsible is also a costly violation.

- **Boiler System Inspections:** A State Environmental Protection Agency (EPA) inspection and a City inspection are both required for boilers. The City inspection is usually handled by the building's boiler insurance carrier, or by the boiler company.
- **Elevator Inspections:** The elevator code division of New York was recently

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## We're Going "Green" With Paperwork

As part of our ongoing commitment to provide our clients with a superior financial reporting package as well as doing our small part to conserve our natural resources, DEPM will begin electronically distributing all of our monthly financial statement packages beginning with the production of the January 2015 statements with delivery in February 2015. Board members who currently receive copies of invoices will have a link on their email that will enable you to view copies of all paid invoices. This step will eliminate the need to print, collate and mail out thousands of pages of documents every month and will enable us to deliver your building reports in a timelier manner.

For those who currently receive their monthly financial package via email there is nothing that you need to do. For the remaining few Board members who do not, please provide the email address that you prefer to use to [estatement@ellimanpm.com](mailto:estatement@ellimanpm.com) and you will be enrolled for the following month.

We hope that this initiative meets with your approval and we thank you in advance for your cooperation. If you have any questions please feel free to reach out to Ms. Pamela Prior of our statement team at 212-692-8429 and she can assist you. ❖