



1233 Walt Whitman Road
Melville, NY 11747
Tel: (631) 393-0405
Fax: (631) 271-8106

50 Court Street
Brooklyn, NY 11201
Tel: (718) 624-6969
Fax: (718) 624-0201

APRIL 2, 2008

TO ALL OF OUR VALUED CUSTOMERS:

FROM: DANIEL J. GALLAGHER

RE: ALTERNATIVE ENFORCEMENT PROGRAM (AEP)

Local Law No. 29 of 2007 passed by the New York City Council and signed into law by Mayor Michael R. Bloomberg, created the Alternative Enforcement Program (“AEP”). This law went into effect on November 11, 2007. The AEP is an additional enforcement mechanism that the Department of Housing Preservation and Development (“HPD”) will use to enforce the correction of housing maintenance conditions in distressed multiple dwellings. The AEP will provide HPD with the ability to identify multiple dwellings that are not properly maintained and ensure that violations and the conditions that caused the violations are corrected. Using Criteria set forth in the statute, each year HPD will designate 200 different multiple dwellings for participation in the AEP.

The criteria for identifying the multiple dwellings that will participate in the AEP are set forth in the law and include the number of class “B” hazardous and class “C” immediately hazardous violations issued by HPD as well as the amount of emergency repair charges incurred by HPD.

Housing & Building Department Searches, Emergency Repair Searches and Tax Searches provided by Express Research Services will show if your property is included in this program.

For answers to any questions that you may have regarding the above, please refer to the attached brochure, or you can visit the NYC website at www.nyc.gov/hpd.

Attached is a list of the first 200 buildings.

**New York City
Department of Housing Preservation
and Development**

**Office of Preservation Services/
Division of Code Enforcement**

Office Locations & Contact Numbers

Bronx:

1932 Arthur Avenue (3rd Floor)
Bronx, New York 10457
(718) 579-6790

Brooklyn:

701 Euclid Avenue
Brooklyn, New York 11208
(718) 827-1942

210 Joralemon Street (Room # 804)
Brooklyn, New York 11201
(718) 802-3662

Manhattan:

94 Old Broadway (7th Floor)
New York, New York 10027
(212) 234-2541

Queens:

120-55 Queens Boulevard (1st Floor)
Kew Gardens, New York 11424
(718) 286-0800, (718) 286-0808,
(718) 286-0809

Staten Island:

Borough Hall (2nd Floor)
St. George, New York 10301
(718) 816-2340

Alternative Enforcement Program

210 Joralemon Street (7th Floor)
Brooklyn, New York 11201
(718) 802-4141

Housing Education Program

(212) 863-8830

See FAQs inside

This pamphlet contains frequently asked questions for tenants and owners concerning the Alternative Enforcement Program and is provided for your convenience only. For complete information, consult the law and applicable rules.

August 2007

How will the City get reimbursed for the cost of the repairs?

HPD will bill the owner for the cost of the repairs. Failure to pay may result in a lien or liens to be filed against the property.

Who should tenants and owners of buildings in AEP contact with any AEP questions?

Tenants and owners should contact the community coordinator that is assigned to their building by calling the AEP office at (718) 802-4141.

Will an owner be discharged if he or she does not have the funds to complete the necessary repair work?

No. A claim of insufficient funds does not warrant discharge from the AEP.

Are there any programs that can help owners obtain the money to make the necessary repairs?

HPD has a variety of programs that offers eligible owners low-interest loans for moderate to major renovations of vacant or occupied smaller buildings. Owners who are interested in obtaining a loan may contact the Division of Neighborhood Preservation by calling (212) 863-6048.

What happens if the owner makes all of the repairs but is unable to pay the repair balance?

The multiple dwelling will remain in the AEP and may be subject to all applicable AEP fees.

How can owners avoid having their property selected for participation in AEP?

Avoid participation in AEP by properly maintaining your building, submitting a current and valid property registration to HPD, correcting and certifying all HPD violations and paying all emergency repair charges in a timely manner. In order to have overdue corrected violations removed from HPD records, you must request that HPD perform a Dismissal Request Inspection. For information on obtaining a Dismissal Request Inspection, please visit the HPD website at www.nyc.gov/hpd.

The New York City Department of Housing Preservation and Development (HPD), Division of Code Enforcement, is responsible for enforcing the New York City Housing Maintenance Code and the New York State Multiple Dwelling Law.

For more information or to learn more about the New York City Department of Housing Preservation and Development please visit our website www.nyc.gov/hpd or call the City's Citizen Service Center at 311.



www.nyc.gov/hpd



The City of New York
Michael R. Bloomberg
Mayor

Daniel L. Doctoroff
Deputy Mayor for Economic Development
& Rebuilding

Shaun Donovan
Commissioner
Department of Housing Preservation
& Development



Printed on paper containing 30% post-consumer material.

FAQS

Frequently Asked
Questions

About...

The
Alternative Enforcement
Program
(Local Law #29 of 2007)



New York City Department of
Housing Preservation & Development

FAQs

Frequently Asked Questions

What is the Alternative Enforcement Program?

Local Law No. 29 of 2007, passed by the New York City Council and signed into law by Mayor Michael R. Bloomberg, created the Alternative Enforcement Program ("AEP"). This Law will go into effect on November 11, 2007. The AEP is an additional enforcement mechanism that the Department of Housing Preservation and Development ("HPD") will use to enforce the correction of housing maintenance conditions in distressed multiple dwellings. The AEP will provide HPD with the ability to identify multiple dwellings that are not properly maintained and ensure that violations and the conditions that caused the violations are corrected. Using criteria set forth in the statute, each year HPD will designate 200 different multiple dwellings for participation in the AEP.

What are the criteria that HPD will use to identify distressed buildings that will be selected for participation in AEP?

The criteria for identifying the multiple dwellings that will participate in the AEP are set forth in the law and include the number of class "B" hazardous and class "C" immediately hazardous violations issued by HPD as well as the amount of emergency repair charges incurred by HPD.

Is participation optional?

No. Each year, the 200 multiple dwellings that meet the criteria and that have the highest number of open class "B" hazardous and "C" immediately hazardous violations for every dwelling unit will be identified for AEP participation.

Can private dwellings (one and two family) be entered into the AEP?

No. Only multiple dwellings (three family or more) meeting the statutory criteria will be identified for participation in AEP.

Will owners be notified of their building being entered into the AEP?

Yes. The last validly registered owner and managing agent of multiple dwellings that are identified for participation will be provided with notice of participation and information on how to be discharged within the first four months.

What must owners do in order to have their multiple dwelling discharged from the AEP within the first four months?

In order for a multiple dwelling identified for participation in AEP to be discharged from AEP, the owner must within the first four months of receipt of the initial HPD notice apply for an AEP Dismissal Request Inspection and:

- Correct 100% of violations directly related to providing heat and hot water.
- Correct a minimum of 80% of class "B" (hazardous) and "C" (immediately hazardous) violations.
- Pay all outstanding charges, including liens, for emergency repair work performed by HPD. Payment should be made to the Department of Finance.
- Submit a current and valid property registration statement (required to apply for the AEP Dismissal Request Inspection).

What will happen if the multiple dwelling is not discharged within the first four months?

Multiple dwellings that are not discharged within the first four months of the initial HPD notice will be subject to building-wide inspections, fees, and extensive repair work to correct violations and underlying conditions. Repairs for buildings in the AEP may include replacement of systems such as the domestic water supply, heating plant and roof. These are repairs which may be necessary to correct underlying conditions. An AEP Order to Correct describing needed repair work will be filed with the County Clerk. The criteria for discharge are more extensive for discharge after the first four months of receipt of the HPD initial notice.

What must owners do in order to have their multiple dwelling discharged from the AEP after the first four months of the HPD initial notice?

In order for a multiple dwelling to be discharged from the AEP after the first four months of the HPD initial notice the owner must:

- Correct 100% of violations directly related to providing heat and hot water.
- Correct a minimum of 80% of class "B" (hazardous) and "C" (immediately hazardous) violations.
- Correct all related underlying conditions detailed in the AEP Order to Correct.
- Pay all outstanding charges, including liens, for emergency repair work performed by HPD. Payment should be made to the Department of Finance.
- Pay all fees, including liens, for inspections and other action undertaken by HPD.
- Submit a current and valid property registration statement.
- Attend an HPD approved course of training relating to basic building operation and maintenance.

What is an AEP Order to Correct?

The AEP Order to Correct will be an Administrative Order that will list the underlying conditions that the owner must correct. The AEP Order to Correct will be mailed to the owner, posted at the building and filed with the County Clerk's Office.

What will happen if the owner does not comply with the AEP Order to Correct and does not correct the underlying conditions?

HPD may hire a contractor to make the repairs and will bill the owner. Failure to pay the bill may result in a lien being placed against the property.

What are the HPD approved courses of training relating to basic building operation and maintenance that owners are required to participate in for discharge from AEP?

HPD's Housing Education Program offers a training course required for discharge

from AEP. The title of the course is Alternative Enforcement Compliance. This course is seven hours and costs \$300. Owners of multiple dwellings that participate in AEP can contact the AEP office or HPD's Housing Education Program for more information.

Will tenants be notified if their building is identified for participation in the AEP?

Yes. HPD will post a notice to all tenants notifying them of HPD's identification of the property for participation in the AEP. Tenants will also be notified when the building is discharged.

What fees may HPD impose on multiple dwellings participating in the AEP?

Multiple dwellings that are selected to participate in the AEP and are not discharged within the first four months of the initial notice may be subject to the following fees:

- \$500 per dwelling unit every six months, beginning on the date of the building wide inspection, with a maximum total fee of \$1,000 per dwelling unit during participation in the AEP.
- \$200 for any complaint inspection performed in the subject property that results in the issuance of a class "B" (hazardous) or "C" (immediately hazardous) violation.
- \$100 for each re-inspection pursuant to a certification of correction of violation(s) submitted to HPD where HPD finds one or more violations have not been corrected.

• \$300 for enrollment in a course of training relating to building operation and maintenance that must be paid prior to participation in the course.

Failure to pay these fees may result in a lien or liens to be filed against the subject property pursuant to HMC §27-2153(q).

Will tenants be relocated while HPD is performing repairs?

No. HPD does not intend on relocating tenants while performing any necessary repair work.

Alternative Enforcement Program Building List: November 2007

BORO	PHN	STREET NAME	Counc Dist	Comm Dist	UNITS
1	23	ARDEN STREET	10	12	16
1	184	EAST 109 STREET	8	11	3
1	350	EAST 116 STREET	8	11	3
1	2807	FREDERICK DOUGLASS BOULEVARD	7	10	8
1	146	HENRY STREET	1	3	7
1	383	WEST 125 STREET	7	9	6
1	533	WEST 158 STREET	7	12	24
1	612	WEST 182 STREET	10	12	16
2	1610	ADAMS STREET	15	11	3
2	1388	BRISTOW STREET	16	3	3
2	367	BRONX PARK AVENUE	15	6	3
2	1474	BRYANT AVENUE	17	3	3
2	2414	BUTLER PLACE	13	10	4
2	2241	CRESTON AVENUE	14	5	26
2	2070	CROTONA AVENUE	15	6	3
2	2254	CROTONA AVENUE	15	6	28
2	1008	DR M L KING JR BOULEVARD	17	4	3
2	1055	DR M L KING JR BOULEVARD	17	4	94
2	702	EAGLE AVENUE	17	1	7
2	495	EAST 138 STREET	8	1	10
2	456	EAST 149 STREET	17	1	16
2	861	EAST 164 STREET	17	2	3
2	812	EAST 165 STREET	17	3	4
2	660	EAST 166 STREET	16	3	21
2	806	EAST 169 STREET	16	3	3
2	745	EAST 178 STREET	15	6	36
2	363	EAST 180 STREET	15	5	9
2	983	EAST 181 STREET	15	6	21
2	304	EAST 183 STREET	15	5	16
2	760	EAST 217 STREET	12	12	3
2	1820	GRAND CONCOURSE	14	5	29
2	1135	GRANT AVENUE	16	4	3
2	1136	GRANT AVENUE	16	4	6
2	1912	HOLLAND AVENUE	15	11	4
2	3055	HULL AVENUE	11	7	7
2	924	KELLY STREET	17	2	9
2	935	KELLY STREET	17	2	32
2	1520	LELAND AVENUE	18	9	17
2	648	MANIDA STREET	17	2	3
2	1029	MANOR AVENUE	18	9	4
2	1271	MORRIS AVENUE	16	4	16
2	1238	MORRIS AVENUE	16	4	12
2	1277	MORRIS AVENUE	16	4	16
2	23	MT HOPE PLACE	16	5	3
2	3605	OLINVILLE AVENUE	12	12	3
2	4633	PARK AVENUE	15	6	9
2	3049	PERRY AVENUE	11	7	3
2	1302	REV JAMES POLITE AVENUE	16	3	8
2	650	ROSEDALE AVENUE	18	9	3
2	664	SAGAMORE STREET	15	11	3
2	1300	SHAKESPEARE AVENUE	16	4	3
2	1379	TELLER AVENUE	16	4	3
2	1360	TELLER AVENUE	16	4	3
2	1077	TELLER AVENUE	16	4	8
2	1212	TINTON AVENUE	16	3	3
2	1227	TINTON AVENUE	16	3	3
2	1677	TOWNSEND AVENUE	14	5	3
2	1167	WASHINGTON AVENUE	16	3	3
2	1235	WHEELER AVENUE	17	9	3
2	212	WILLIS AVENUE	8	1	8
3	6203	10 AVENUE	38	10	4
3	266	45 STREET	38	7	8
3	1029	53 STREET	39	12	6
3	227	ALBANY AVENUE	36	8	4
3	2268	ATLANTIC AVENUE	37	16	3
3	2270	ATLANTIC AVENUE	37	16	3

BORO	PHN	STREET NAME	Counc Dist	Comm Dist	UNITS
3	368	BALTIC STREET	33	6	8
3	27	BEAVER STREET	34	4	6
3	1490	BEDFORD AVENUE	35	8	8
3	2336	BEDFORD AVENUE	40	14	6
3	2154	BERGEN STREET	37	16	3
3	1143	BLAKE AVENUE	42	5	4
3	1130	BLAKE AVENUE	42	5	3
3	535	BRADFORD STREET	42	5	4
3	379	BUSHWICK AVENUE	34	1	4
3	1010	CARROLL STREET	35	9	4
3	197	CHESTNUT STREET	37	5	6
3	365	COLUMBIA STREET	38	6	4
3	701	CONEY ISLAND AVENUE	40	14	6
3	284	COOPER STREET	37	4	6
3	84	CORNELIA STREET	37	4	3
3	2144	CORTELYOU ROAD	40	14	6
3	1532	DE KALB AVENUE	37	4	6
3	2158	DEAN STREET	41	16	6
3	996	DECATUR STREET	37	4	3
3	452	EAST 95 STREET	42	17	5
3	1549	EASTERN PARKWAY EXTENSION	41	16	3
3	1885	EASTERN PARKWAY EXTENSION	37	16	3
3	97	ELDERT STREET	37	4	3
3	864	ELTON STREET	42	5	6
3	593	EUCLID AVENUE	42	5	4
3	556	EVERGREEN AVENUE	34	4	3
3	521	EVERGREEN AVENUE	34	4	3
3	360	FRANKLIN AVENUE	36	3	9
3	931	FULTON STREET	35	2	6
3	1446	FULTON STREET	36	3	3
3	1548	FULTON STREET	36	3	4
3	2813	FULTON STREET	37	5	4
3	3084	FULTON STREET	37	5	6
3	2156A	FULTON STREET	37	16	3
3	2112	FULTON STREET	41	16	6
3	1328	GATES AVENUE	34	4	6
3	337	GRAFTON STREET	42	16	6
3	659	GREENE AVENUE	36	3	3
3	1373	GREENE AVENUE	37	4	6
3	1137	GREENE AVENUE	34	4	5
3	1363	GREENE AVENUE	37	4	6
3	491	HANCOCK STREET	36	3	3
3	1352	HANCOCK STREET	37	4	6
3	308	HARMAN STREET	37	4	5
3	296	HARMAN STREET	37	4	6
3	320	HARMAN STREET	37	4	6
3	334	HART STREET	36	3	8
3	536	HENDRIX STREET	42	5	3
3	199	HOWARD AVENUE	41	3	6
3	293	IRVING AVENUE	37	4	8
3	995	JEFFERSON AVENUE	41	3	4
3	764	JEFFERSON AVENUE	41	3	8
3	1244	JEFFERSON AVENUE	37	4	3
3	527	KNICKERBOCKER AVENUE	37	4	8
3	531	KNICKERBOCKER AVENUE	37	4	8
3	195	LENOX ROAD	40	17	12
3	131	LEWIS AVENUE	36	3	4
3	771	LIBERTY AVENUE	37	5	3
3	869	LIBERTY AVENUE	37	5	5
3	778	LINCOLN PLACE	35	8	8
3	320	LINDEN BOULEVARD	40	17	3
3	241	LINDEN BOULEVARD	40	17	8
3	270	LINDEN STREET	37	4	3
3	544	LINWOOD STREET	37	5	6
3	786	MACON STREET	41	3	3
3	435	MARION STREET	41	16	6
3	346	MARION STREET	41	16	6
3	236	MC KINLEY AVENUE	37	5	4

BORO	PHN	STREET NAME	Counc Dist	Comm Dist	UNITS
3	414	MELROSE STREET	34	4	8
3	389	MONROE STREET	36	3	3
3	829	MONROE STREET	41	3	8
3	684	MYRTLE AVENUE	35	3	6
3	595	NEW LOTS AVENUE	42	5	3
3	399	NOSTRAND AVENUE	36	3	3
3	1399	PACIFIC STREET	36	8	4
3	1261	PACIFIC STREET	36	8	11
3	146	PALMETTO STREET	34	4	3
3	46	PALMETTO STREET	34	4	3
3	68	PATCHEN AVENUE	41	3	8
3	257	PATCHEN AVENUE	41	3	4
3	1719	PITKIN AVENUE	41	16	12
3	465	PROSPECT AVENUE	39	7	3
3	1308	PROSPECT PLACE	36	8	5
3	1922	PROSPECT PLACE	41	16	4
3	1109	PUTNAM AVENUE	34	4	3
3	1175	PUTNAM AVENUE	34	4	3
3	599	QUINCY STREET	36	3	8
3	145	ROCKAWAY PARKWAY	41	17	6
3	718	SCHENCK AVENUE	42	5	4
3	230	SCHENECTADY AVENUE	36	8	6
3	232	SCHENECTADY AVENUE	36	8	6
3	674	SHEFFIELD AVENUE	42	5	4
3	327	SHEPHERD AVENUE	37	5	3
3	323	SHEPHERD AVENUE	37	5	3
3	711	SHEPHERD AVENUE	42	5	4
3	2517	SNYDER AVENUE	40	17	3
3	21A	SOMERS STREET	41	16	3
3	145	SOMERS STREET	37	16	6
3	40	SOMERS STREET	37	16	3
3	1145	ST JOHNS PLACE	36	8	4
3	1320	ST JOHNS PLACE	35	8	8
3	700	ST MARKS AVENUE	36	8	4
3	250	STOCKHOLM STREET	37	4	8
3	191	SUMPTER STREET	41	3	8
3	609	SUTTER AVENUE	42	5	4
3	535	THROOP AVENUE	36	3	4
3	232	TOMPKINS AVENUE	36	3	3
3	309	TOMPKINS AVENUE	36	3	8
3	237	TROUTMAN STREET	34	4	6
3	227	TROY AVENUE	36	8	12
3	496	VAN BUREN STREET	41	3	4
3	11	VAN BUREN STREET	36	3	3
3	176	VAN SICLEN AVENUE	37	5	3
3	124	VAN SICLEN AVENUE	37	5	15
3	384	VANDERBILT AVENUE	35	2	4
3	28	VERMONT STREET	37	5	3
3	354	VERNON AVENUE	36	3	4
3	2836	WEST 19 STREET	47	13	4
3	1113	WILLOUGHBY AVENUE	34	4	6
3	515	WILSON AVENUE	37	4	6
3	90	WILSON AVENUE	34	4	3
3	636	WILSON AVENUE	37	4	6
3	441	WILSON AVENUE	37	4	12
3	203	WILSON AVENUE	37	4	6
3	142	WILSON AVENUE	34	4	6
3	271	WOODBINE STREET	37	4	3
4	18-14	LINDEN STREET	34	5	6
4	108-44	LIVERPOOL STREET	28	12	3
4	1722	MADISON STREET	34	5	6
4	1720	PALMETTO STREET	34	5	6
4	1659	SUMMERFIELD STREET	34	5	6
4	1675	WOODBINE STREET	34	5	6
5	238	YORK AVENUE	49	1	3