

BROOKBRIDGE NEWS

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June 2008

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Special points of interest:

- [Review of Emergency Declarations.](#)
- [Clinton Special District: New Application Requirements](#)
- [Mayor Bloomberg addresses the importance of Fire Safety.](#)

TAKE A LOOK AT OUR NEW WEB SITE!

Give us a call to find out how you can register to gain access to the interactive, dynamic pages detailing current information about your projects!

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FYI

BE CAREFUL WHEN MODIFYING YOUR PLAZA

Spring was late to arrive, but it is now fully upon the city. With the arrival of the warm weather, buildings with *privately owned public space*, that is to say City Planning Commission (CPC) approved plazas, can become the subject of proposed alterations or renovations. A typical example is a ground floor restaurant wanting to expand into the plaza with some outdoor seating.

When undertaking any work in a CPC plaza, it is imperative for the building owner and tenant to be aware of the lengthy approval process that will require new amenities (e.g. bike racks, new lighting, sculpture, benches, etc...) in order to obtain approval for tables and seats to be used by a private establishment. Because the new amenities are required to be provided by the owner in order to obtain the approval of a tenant's expansion, close coordination of these CPC proposals is a must.

The entire approval process can take anywhere from 6 months to over a year depending on the year the plaza was built, the terms of the current approval and the cooperation of the design team. Unfortunately there are no tempo-

rary approvals granted during the CPC review process. Therefore, any time such work is undertaken, the lead time was a factor in the project schedule from its inception.

We have seen a few recent examples of plazas that were altered without CPC approval. For example, a 50-story building maintains seating in the plaza which was never approved. There are currently 3 DOB zoning violations active on the property due to their inability to ever obtain an approval. The only way to legalize the restaurant will require several months to complete, not to mention the required plaza improvements will incur substantial construction costs, thus

creating issues during the sale or refinancing of a property. The only alternative means of compliance is to remove all seating associated with the restaurant.

So heading into summer we just want those whose buildings contain such spaces to be aware of all the issues associated with such. We hope these basic rules of thumb help you during this beautiful spring and summer weather.



PRINCIPALS CORNER

GOALS: A MUST FOR ATTAINING COMPLIANT STATUS

By: Bob Silvestri—CEO

Getting Open Application Lists Shrunk (**GOALS**) is an essential objective in order to have a compliant property. Since 1990, the New York City Department of Buildings has been electronically tracking construction. In recent years, there have been crack downs on having professionals and contractors "sign off" and "close out" old jobs. In many large commercial office buildings, this is a seemingly monumental task and is one that should have a definitive plan or *goals* to get this accom-

plished. By procuring the services of an expeditor, a landlord can develop a strategic plan addressing how the open application list for a property can be shrunk and, ultimately, brought up to the current work in progress. Clearly this is the most efficient way to address this situation. For example, as new work is started on an entire floor, you can withdraw the previous applications existing for that floor and replace them with the new work, thereby reducing the open application list for the property. This is one of many ways the list can be shrunk. The key here is to set your

goals and make this a work in progress until your property is current. This process will alleviate much stress and facilitate refinancing, lease signings, sales while demonstrating a pro-active approach in property management & construction. So set some **GOALS** now!



UPCOMING EVENTS

June 2— Site Safety Coordinator Certification Begins. Click [Here](#) for more details.

June 3— Environmental Control Board Penalties will be increased

June 4 & 6— Construction Code Seminar—Manhattan. Items that are affected: Inspections, Forms, ECB Violations & Licensing

JUNE 2008

Su	M	Tu	W	Th	Fri	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Please Mark Your Calendar!

Q - & - A

Question: HOW DO I KNOW IF MY CERTIFICATE OF OCCUPANCY NEEDS TO BE AMENDED?

Answer: The Certificate of Occupancy (CO) documents the legal use and occupancy of the building. Changes to the CO are required when alterations will affect the building in any of the following ways:

USE: If a particular floor has an office use and you intend to change to TV studios, then the CO needs to be amended.

OCCUPANCY: If you change the office (occupancy group E) and you intend to install a cafeteria (occupancy group F-4), then the CO must be changed.

EGRESS: If you intend to increase the number of persons listed on the building's CO for a particular floor, then a CO amendment would be required to prove how the floor will handle the additional number of persons to egress safely.

HABITABLE ROOMS OR DWELLING UNITS: If you intend to increase or decrease the number of habitable rooms and/or dwelling units, an amendment is required.

LIVE LOAD: If you intend to increase the live load on the floor, an amendment will be necessary.

Many buildings have discrepancies in their CO.

We recommend you have a CO audit performed on the building if you are not sure of full compliance.



ABOUT US...

Brookbridge is entering its third decade of providing informed & expert knowledge in the procurement of all required approvals including the vast and complicated web of regulatory agencies that govern the development, construction, ownership, occupancy and maintenance of commercial and residential property in the Metropolitan Area and Jersey City. The

Company applies a pro-active management phi-

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losophy focused on identifying and meeting deadlines. The Company's ex-

pert staff is poised to meet all of the various regulating authorities requirements including, but not limited to the New York City Department of Buildings, the Fire Prevention Bureau, Department of Transportation, City Planning Commission, Board of Standards and Appeals, Landmark Preservation and the Environmental Protection Agency.

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The Place To Go for Value and Integrity