

# NYC Annual Parapet Observation Report (LL126 2021)

## 1. Building Information

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

Additional Associated Addresses (if applicable): \_\_\_\_\_

## 2. Owner Information

Owner Name: \_\_\_\_\_

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

Telephone Number: \_\_\_\_\_

\*(If the owner is an entity)\*

Principal's Name: \_\_\_\_\_

Principal's Mailing Address: \_\_\_\_\_

Principal's Telephone Number: \_\_\_\_\_

Principal's Position/Title: \_\_\_\_\_

## 3. Observation Details

Name of Observer: \_\_\_\_\_

Observer's Mailing Address: \_\_\_\_\_

Observer's Telephone Number: \_\_\_\_\_

Observer's Affiliation with Building/Owner: \_\_\_\_\_

Observer's Business Name (if applicable): \_\_\_\_\_

Observer's Qualification: (Check one or specify)



Owner  Bricklayer  Building Superintendent  Handyman  Mason  Person in a similar construction related trade  NYS Licensed Architect or Engineer  NYS Authorized Building Inspector  Inspector for a NYS Authorized Insurance company

Other (Specify): \_\_\_\_\_

Date(s) of Observation: \_\_\_\_\_

#### 4. Parapet Information

Location Plan of Parapet(s) Observed: (Attach plan or diagram)

Construction Details:

Material: \_\_\_\_\_

Height: \_\_\_\_\_

Thickness: \_\_\_\_\_

#### 5. Observations

General Conditions Noted: \_\_\_\_\_

Excellent  Good  Fair  Poor  Critical

Parapet Plumbness:  plumb  not plumb

Determined to be plumb within a horizontal distance of one eighth of its cross-sectional thickness in any location

Excessive Deterioration:  no  yes

Determined to have excessive deterioration, including (check all that apply):

- Displacement
- Horizontal or diagonal cracks
- Missing or loose bricks or coping stones
- Deteriorated mortar joints
- Spalling
- Rot

Appurtenances:  N/A  unstable  stable

Appurtenances (e.g., telecommunications equipment, railings, roof access rails, gooseneck ladders, handrail attachments for fire escapes, signs) have been installed and maintained in a stable condition



Areas of Concern:

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Unsafe Conditions Found:  Yes  No

If yes:

DOB Notified by Calling 311:  Yes  No

DOB Notified by Emailing [parapets@buildings.nyc.gov](mailto:parapets@buildings.nyc.gov):  Yes  No

Actions Taken to Remedy Unsafe Conditions: \_\_\_\_\_

- The owner must immediately install public protection, such as erecting a sidewalk shed, removing the unsafe condition, closing off the area with a fence, and/or installing safety netting, as may be required to secure the safety of the public, and have the unsafe condition remedied.
- All unsafe conditions must be corrected within ninety (90) days from the notification to the Department. The public protection must remain in place until the unsafe condition is remedied.

## 6. Repairs

Repairs Made Since Previous Report: \_\_\_\_\_

## 7. Documentation

Dated Photos Documenting Conditions: (Attach photos)

Signature of Observer:

Name: \_\_\_\_\_

Date: \_\_\_\_\_

This form captures all the required details and ensures compliance with the reporting requirements. Make sure to review and customize it further if needed to meet specific regulations or needs.

- **Owners must maintain the observation reports for at least six (6) years and must make such reports available to the Department upon request.**

