

# Elevator Division News Bulletin

## Reminders

1. **Expedited Permitting:**  
Effective **September 22, 2003**, application submissions and pick-ups will **only** be accepted at the front counter from **8:30 a.m. to 1:00 p.m.** Monday through Friday. These new hours have been established to expedite the permitting process for application plan review, amendments and signoffs.
2. **Variance issues:**  
Variance requests must be resolved prior to the submission of a permit application. Requests for variances must be in writing and submitted to the DOB Deputy Commissioner of Technical Affairs for consideration.
3. **Test Tags:**  
After satisfactory completion of a test, a metal tag engraved with the date of the test and the name of the person or firm who performed the test shall be attached to the equipment tested in a permanent manner as required by RS18-1 Section 1002, 1005 and 1008.

The following are information and/or a reminders in response to recently received inquiries:

## What's New

1. **"Pilot" Programs:**  
NYC Department of Buildings approved the following equipment use on a "Pilot" basis:
  1. Machine room-less elevator (MRL) by KONE Elevator Company.
  2. Hatch latch device (car door restrictor) – manufactured by ADAMS – submitted by Schindler Elevator Company.
  3. Freedom hoistway door sill by Thyssen Krupp Elevator Company.
2. **Objection Form:**  
To provide a systemized response to elevator applications objections, Central Inspections has developed an Objection Form where both Administrative & Technical objections are returned to the applicant/expeditor together so **that all objections** can be resolved in a one-step response. The revised Objection Form also requires that all EA, EBN & PPN (when applicable) objections must be reviewed and resolved and returned with the P.E. or R. A. seal to **professionally certify the same.**

## What You Should Know— Requirements

1. **Applications and Plans for Work Permit:**  
NYC Building Code sections 27-140 and 27-182.b require at a minimum that each elevator application for work permit shall include all of the following:
  - A The full names and addresses along with phone numbers of the applicants and owners. Applications for approval of plans shall be made on behalf of the owner by the person who prepared or supervised the preparation of plans, and shall be accompanied by a signed statement of the owner stating that the applicant is authorized to make the application.
  - B Copies of the specifications along with accurately scaled and fully dimensioned plans (27-182.b) showing the location of the installation in relation to the plans and elevation of the building; the location of the machinery room and the equipment to be installed, relocated, or altered; and all structural supporting members thereof, including foundations. The plans and specifications shall identify all materials to be employed and all loads to be supported or conveyed. The plans and specifications shall be indicated as "FINAL" and be sufficiently complete to illustrate all details of construction and design and include the information required by RS18-1 Rule 214.1. The application and plans shall be stamped, sealed and signed by a Professional Engineer (PE) or Registered Architect (RA). **no corrections or white-outs permitted** on submitted applications and/or plans for permitting. Objection sheets must be reviewed, stamped, sealed and signed by the PE or RA of record prior to resubmission.

# What You Should Know— Requirements - Continue...

## 2 Accidents:

Accident Reporting is required by the NYC Building Code 27-1006. The owner or person in charge of the equipment or devices shall promptly notify DOB of every accident involving injury to any person requiring the services of a physician or damage to property or to apparatus exceeding one hundred dollars. Elevator incidents and complaints shall be reported by calling 311. During July and August there were 32 accidents reported. **In addition, it is imperative that no personnel, except rescue personnel, disturb the accident site and the equipment, until the DOB completes its investigation.**

## 3 Car Emergency Signaling Device RS18-1 Rule 211.1:

All elevators shall be provided with an audible signaling device and means of two-way conversation between the car and a readily accessible point outside the hoistway which is available to emergency personnel (telephone, intercom, etc). In addition, means shall be provided to enable two-way voice communication between the machine room and the interior of the car. The means to activate the two-way conversation system does not have to be provided in the car. The audible signaling device and the means of the two-way conversation system shall be connected to the building standby or emergency power source as required by NYC Building Code. (For details see RS18-1 Rule 211.1)

## 4 Code Data Plate RS18-1 Rule 215.1 Requirements:

A data plate shall be provided that indicates the A17.1 Code to be used for inspections and tests (Rule 1000.2). The data plate shall be in plain view, securely attached on the main line disconnect or on the controller

## 5 Drum Winding Machines:

NYC Building Code 27-994 (retroactive provisions) states: "Drum winding machines shall be equipped with electrical machine limits as set forth in RS18-1 Rule 209.3e."

## 6 Emergency Terminal Stopping Devices:

RS18-1 Rule 209.4b states the following requirements: "Static controlled elevators with rated speeds over 200 ft/min (1.0 m/s) shall be provided with an emergency terminal stopping device that will cause the power to be removed from the driving machine motor and brake should the normal stopping means and the normal terminal stopping device fail to cause the car to slow down at the terminal as intended..." Inspection and testing of the emergency terminal stopping device shall be performed as required by RS18-1 Rule 1002.3f; Item 2.26.2(b).

## 7 During a Five Year and Acceptance Inspection Test:

RS18-1 Rule 1002.3h states the following requirements: "For static control elevators, the person or firm installing or maintaining the equipment shall provide a written checkout procedure and demonstrate that the leveling speed with the doors open is limited to a maximum of 150 ft/min (0.76 m/s) and that the limiting (or speed monitor) means is independent of the normal means of controlling this speed [Rule 210.1e(6); Item 1.10.2(b)]."

## 8 Governor Alterations:

RS18-1 Rule 1202.7 states: "Any alteration made to a speed governor or any new governor installed, shall conform to the requirements of Section 206. Governor ropes shall be of the same size, material, and construction as the rope originally furnished by the elevator manufacturer, except that a rope of the same size but of different material or construction may be employed provided that: (1) there is conformance with the requirements of Rules 206.6 and 206.7 and, (2) a test of the car or CTW safety speed governor with the new rope is conducted to demonstrate that the safety will function as required by Rule 205.3." **Note: Manually reset type governor shall be used when replacing governors on existing wind-up type B safeties.**

## 9 MEA Numbering:

NYC Building Code RS18-1 requires MEA numbering of the following elevator equipment: oil buffers, hoistway door panels and frames, hoistway door interlocks, and wedge type suspension rope shackles. RS18-1 Rule 1202.14e states: "The use of wedge clamp shackles on winding drum type passenger and freight elevators is **not** permitted."