



# Guidance for Landmarked Storefronts

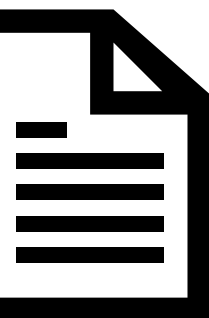
Most of NoHo lies within three historic districts. The neighborhood was designated a historic district by the NYC Landmarks Preservation Commission (LPC), and any property within the district is considered a landmark. The whole property, including the sidewalk, is designated, not just the building. This means a LPC permit must be issued before *any* work is done to the exterior and select work is done in the interior of the property. LPC permits are required for interior work if a

Department of Buildings (DOB) permit is required, if the proposed project affects the exterior of the building (i.e. HVAC louvers and vents), or the property is designated an Interior Landmark. Even if the proposed exterior work does not require a DOB permit or affects only the part of the property not visible from the street, you still need a LPC permit.

The following is guidance for what is and is not allowed for storefronts in NYC historic districts. *Note, each case is unique and the following information is not legally binding.* You should still refer to the [NYC Landmarks Preservation Commission \(LPC\) Rules](#) and contact LPC's Public Information Associate at [info@lpc.nyc.gov](mailto:info@lpc.nyc.gov) or 212-669-7817 for confirmation.

## Facade Maintenance

- LPC requires permits for most facade work, including the repair, restoration, recreation, and replacement of historic materials. Please consult LPC Rules Section 2-11 and [Chapter 1](#) of the LPC Permit Guidebook.
- You need a permit to power wash your storefront facade. To meet the Rules and receive LPC approval, the water pressure should be the lowest necessary to clean and remove paint or coatings and should not exceed 300 pounds per square inch (psi) for cast iron or 500 psi for masonry.
- There are times when a LPC permit is not required:
  - Repainting a facade or an architectural feature the existing color, provided it was painted the color prior to historic district designation or was approved by the Commission. This is good to know if your property becomes tagged with graffiti!
    - If you are unsure if the current color is legal, contact LPC's Public Information Associate.



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- Routine maintenance such as minor repairs to wood trim, polishing metalwork, or refastening loose elements
- Replacing flat roofs
- Minor probes or other investigative work
  - Probes must be made in connection with an open or future application for storefront work. Probes must take place in unobtrusive areas, with the removal of a limited amount of material to expose underlying conditions for a short period of time, and all existing conditions must be restored in-kind upon completion of the probe.

### **Windows and Doors**

- Most window and door work require LPC permits. Please consult LPC Rules Section 2-14 and [Chapter 2](#) of the LPC Permit Guidebook.
- There are certain types of work that do not require LPC approval, such as:
  - Ordinary maintenance, repair, and retrofitting
  - Replacing broken window glass
  - Replacing window/door screens and glazing
  - Repainting windows or doors their existing color
  - Installing perimeter caulking, sealants, and weather-stripping
  - Repairing or replacing hardware, like knobs, pulley chains, hinges, and handles
- Temporary decorations that do not physically attach to the windows and doors or can be easily moved, like cobwebs at Halloween, are allowed without a permit.

### **Signage**

- Signage usually requires a LPC permit. Review LPC Rules Section 2-13 and [Chapter 5](#) of the LPC Permit Guidebook.
  - This includes painted and vinyl signage/decals.
- There are instances when a permit is not required for signage-related work:
  - Replacing banners or flags on “grandfathered” or previously LPC-approved signs on brackets and flagpoles
    - If unsure your brackets and flagpoles are grandfathered, meaning they were installed prior to the designation of the property/historic district, please contact LPC.
  - Installing interior signs more than 18 inches behind a storefront display window
  - Replacing signs not permanently attached to railings or storefront elements
  - Replacing lenses on preexisting box signs
  - Placing A-frames or installing temporary signage that does not physically attach to any part of the building or can easily be moved
    - You may place temporary signage in windows, like a “For Hire” sign, but it should be for a short time and not obstruct the view into the storefront.

## Temporary Installations

- Temporary installations typically call for introducing elements or making modifications to a landmark property for a limited period only. LPC defines temporary installation as an installation for 180 days or less for signs and banners or 1 calendar year or less for other temporary installations.
- Examples include, but are not limited to, signage, banners, kiosks and various forms of artwork in addition to the temporary removal of architectural features during construction.
- Temporary installations require LPC approval in most cases. Please consult LPC Rules Section 2-05 and [Chapter 14](#) in the LPC Permit Guidebook.
- If your proposal meets LPC Rules, you may apply for approval by submitting the [FasTrack Application](#) form along with its listed supplementary materials to [applications@lpc.nyc.gov](mailto:applications@lpc.nyc.gov). To ensure that an installation is removed on time, the Commission usually requires establishment of an escrow agreement or similar assurance.
- Note, no LPC permit is required for fixtures that do not physically attach to any part of the building or sidewalk, or can be easily removed.
  - For example, pots, window boxes, small planters, and A-frames do not require a permit.

## Heating, Ventilation, and Air Conditioning (HVAC)

- LPC requires a permit for the installation of most types of HVAC and mechanical equipment. Review LPC Rules Section 2-21 and [Chapter 12](#) in the LPC Permit Guidebook.
- No permit is required for non-permanent (seasonal-type) installations that require only raising, lowering, or opening a window sash. The glazed or solid panels installed with the ac unit to fill the remainder of the opening should be painted to match the window frame, if solid. The support brackets must fasten the window frame or the interior, and brace against the exterior wall without mechanical attachments.
  - If attachments are needed, you must apply for a LPC permit first.

## Sidewalks

- NoHo lies within three historic districts that consider sidewalks significant features of the streetscape. Because of this, the sidewalk is regulated and you must apply for LPC permits to repair/install it. The property owners are responsible for installing, repairing, and maintaining their sidewalks.
- Review LPC Rules Section 2-19 and [Chapter 10](#) in the LPC Permit Guidebook for more information.
- If the sidewalk or curb you are looking to do work on is concrete, you may apply for a permit using the [FasTrack Application](#). Submit that form along with its listed supplementary materials to [applications@lpc.nyc.gov](mailto:applications@lpc.nyc.gov).
- If your sidewalk or curb is not made of concrete (i.e. granite, Belgian block, bluestone), you should apply by submitting the [Standard Application](#) form along with the supplementary materials listed in [Chapter 10](#) of the LPC Permit Guidebook to [applications@lpc.nyc.gov](mailto:applications@lpc.nyc.gov).

- A LPC permit is not required for repainting cast iron vault lights black

### **Awnings and Sidewalk Canopies**

- LPC requires a permit for most types of awning and sidewalk canopy work. Consult LPC Rules Section 2-12 and [Chapter 4](#) in the LPC Permit Guidebook for more information.
- There are some instances when no permit is required:
  - Seasonal removal/reinstallation of awnings and sidewalk canopies
  - Patching awnings and canopies in a matching material
  - Maintaining/repairing hardware and frames
  - Cleaning awning and sidewalk canopy material

### **Emergency Repairs**

- Most exterior work requires a LPC permit, but there are emergency repairs that can be done without a permit. This sections lists emergency repairs that do not require a permit. If you have an emergency and need to make repairs not listed below, contact LPC at [info@lpc.nyc.gov](mailto:info@lpc.nyc.gov) or call 212-669-7817 for guidance.
- No permit is required for the following emergency repairs:
  - Temporarily boarding up windows and doors to prevent possible damage (i.e. due to hurricanes, vandalism, etc.) or to secure damaged windows and doors prior to making repairs
  - Removing broken or dislodged facade elements that pose an immediate threat to occupants or the public (Note: historic architectural features should be salvaged and saved on site for repair or replication, and LPC staff should be immediately notified to assist you in applying for permanent repairs)
  - Installing tarps or protective coverings at holes in walls or roofs (i.e. damage from fallen trees, fire, structural collapse, etc.)
  - Replacing broken glass in kind
  - Replacing broken window and door hardware
  - Replacing broken or damaged gutters and leaders in kind
  - Repainting or “touching-up” painted surfaces in kind
  - Cleaning sidewalks, storefronts, and facade elements with low-pressure water washing

**The BID is your connection to city government agencies, like LPC. If you are having trouble with your project or communicating with Landmarks, please let us know.**