



2023-09-21

To: Housing Preservation and Development, Department of (HPD)

From: Municipal Library Staff

The New York City Charter, Chapter 49, Section 1133, requires that agencies submit to the Department of Records and Information Services (DORIS) all reports, documents, studies and publications required by local law, executive order, or mayoral directive to be published, issued, or transmitted to the City Council or Mayor, within 10 business days of their publication. For any report that is not received within 10 business days of the publication date, DORIS is required to email the agency to request the report, and to provide the text of that email in place of the report in the Government Publications Portal.

Consistent with these requirements, DORIS hereby requests the transmission of the report shown below, which DORIS has not received as of 2023-09-21. Please submit this report to the Government Publications Portal. If you have questions, please contact staff at the Municipal Library at [munilib@records.nyc.gov](mailto:munilib@records.nyc.gov).

**Required Report Type:** Mitchell-Lama Development Waiting List Report

**Report Description:** A report on waiting lists for Mitchell-Lama developments that have been digitized and are incorporated into the housing portal required by section 26-1802. Such report shall be disaggregated by each Mitchell-Lama development and include, but need not be limited to, the following: 1. The number of unique applicants on the waiting list on the last day of the prior calendar year; 2. The number of applicants on the waiting list: (a) Who were not selected for occupancy in such development within the prior calendar year; and (b) Whose position on the waiting list was sequentially prior to a person other than a veteran who was selected for occupancy in such development within the prior calendar year; 3. The number of substantiated complaints received within the prior calendar year regarding the waiting list for such development, including, but not limited to: (a) The selection for occupancy of an applicant whose position on the waiting list was sequentially later than applicants who were not selected for occupancy in such development from the same waiting list within the prior calendar year; and (b) The waiting list process; and 4. The number of applicants who were admitted under the preference for veterans for such development within

the prior calendar year.

**Reporting Frequency:** Every 1 Year

**Report Due Date:** 2023-09-01

**Authorizing Resource (Charter and Code):** New York City Administrative Code Title 26 Section 2702

**Authorizing Resource (Local Law):** LL 218/2019