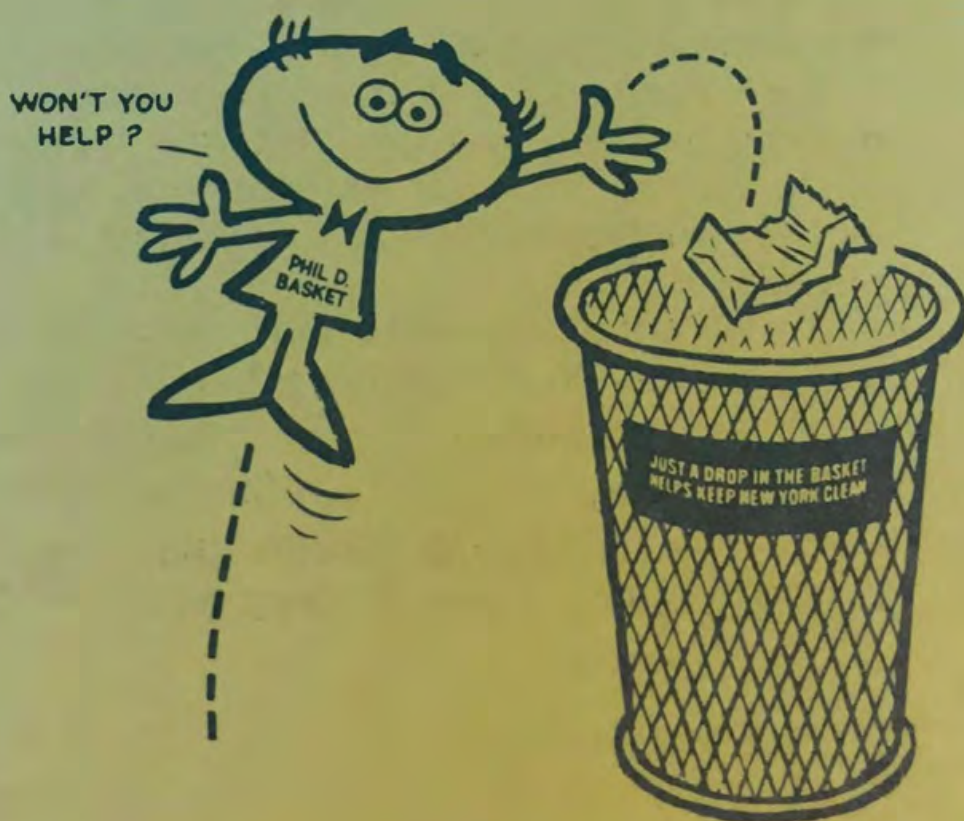


CLEAN CITY DIGEST



CITIZENS COMMITTEE TO KEEP
NEW YORK CITY CLEAN, INC.
63 VESEY STREET, NEW YORK 7, N. Y.



This is the third edition of the Digest of Sanitation Sections of the Health Code first published in 1956 by the Citizens Committee To Keep New York City Clean.

As it was with its predecessors, this edition has been prepared in cooperation with the Department of Sanitation.

This new version provides specific information for teachers, members of civic organizations and interested individuals on what they can do to make and keep the city clean.

For youngsters as well as adults, the booklet still contains, in simple language, all the laws pertaining to littering and related violations.

It is hoped that through increased public awareness of the laws, citizens of all ages will voluntarily cooperate in the interest of having a cleaner, healthier city.

Such cooperation is a moral obligation in any community. In New York City, the law requires it — and backs its demands with enforcement. Violators are subject to penalties as high as a \$500 fine, a year in prison, or both.

But no infractions will occur if each individual realizes that a cleaner New York is up to him.

John V. Lindsay,
Mayor

Joseph F. Periconi,
Sanitation Commissioner

Clifton W. Phalen, Chairman,
Citizens Committee To Keep New York City Clean



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The color combination of this booklet was developed by John J. Van Deun representing the Metropolitan Clean Up, Paint Up, Fix Up Committee. It is part of a project designed to enhance clean-city efforts through color identification.



WHAT YOU CAN DO TO KEEP YOUR OWN BLOCK CLEAN

Making a block clean. A clean block is one in which:

- Pedestrians discard cigarette packages, candy and gum wrappers, newspapers, tissues and other light litter in Sanitation litter baskets, curb their dogs.
- Storekeepers, building superintendents, janitors and individual homeowners sweep their sidewalks regularly and put the sweepings into garbage cans — not into gutters, put refuse in metal containers with tight-fitting covers, use *enough* leakproof cans to hold *all* their garbage, put out their garbage at the right time and remove empty cans promptly.

Selling cleanliness. Getting everyone on your block to observe the rules is basically a selling job that requires a persistent, personal door-to-door approach. For this

reason, no one individual can make and keep the entire block clean. But a group of people, working together as either a formal or informal organization, can get their neighbors to cooperate.

Recommended steps. Here are a few actions your group can take to achieve maximum results:

1. Survey the block to determine what and where the problems are. Examples:

- a. Are there locations at which sidewalks are not swept often enough?
- b. Are any residents, storekeepers, building superintendents or janitors sweeping improperly?

- c. Are there enough garbage cans and are they in good condition? Are they put out only on collection days?
 - d. Are there enough Sanitation Department litter baskets?
 - e. Do illegally parked cars hamper street sweeping by the Sanitation Department?
- 2.** Try to get voluntary cooperation from those who violate sanitation laws.
 - 3.** Set up and maintain contact with the Sanitation Department district office regarding litter baskets, clean-up schedules, etc.
 - 4.** Set up and maintain contact with the local Police precinct regarding the parked-car problem.
 - 5.** Organize community beautification projects such as tree planting, window boxes and sidewalk planters.
 - 6.** Encourage sprucing up of buildings by repainting and repairing.

WHAT YOU CAN DO AS A TEACHER

Teaching aids, adaptable for use in various elementary and high-school grades, have been prepared with the cooperation of school officials. They contain:

- A copy of the Sanitation Department booklet "Some Facts About the World's Biggest Housekeeping Job."

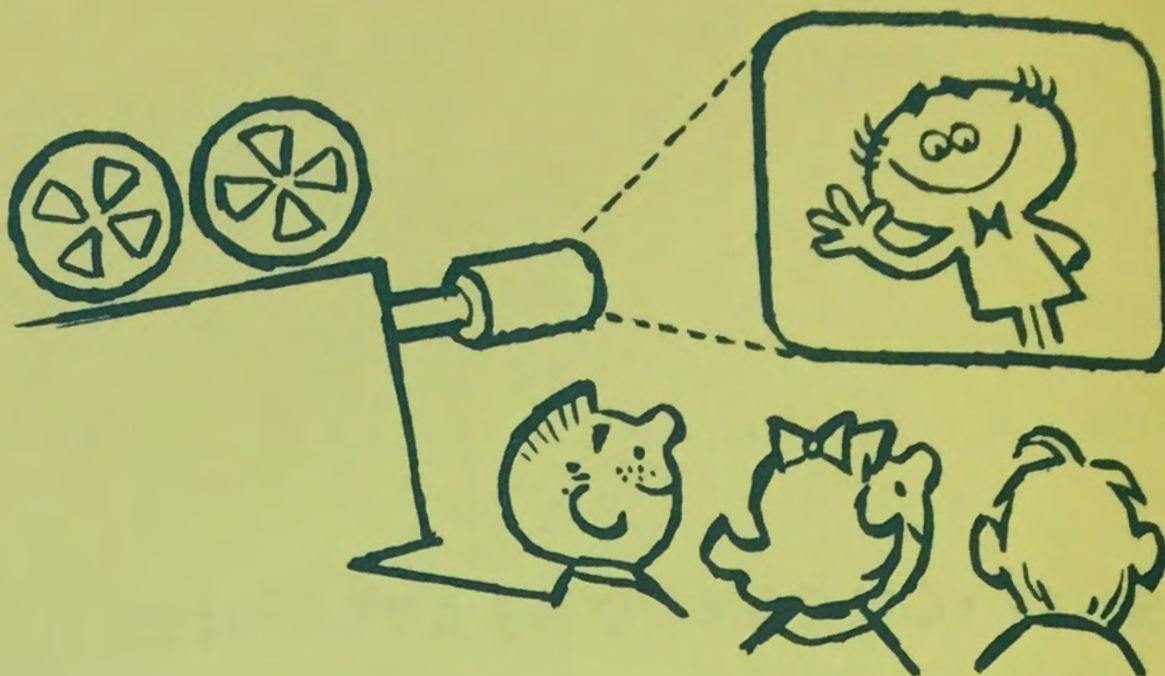
- This Clean-City Digest.

- Specific suggestions for classroom work.

- Specific suggestions for field projects.

In the classroom and field projects, emphasis is on widespread student participation to further civic awareness and to provide practical opportunities for conducting research, planning campaigns and solving problems. Several surveys are outlined with specific suggestions for follow-up activities to get students directly involved in the clean-up program.

For the teaching aids, write or telephone the Citizens Committee To Keep New York City Clean, 63 Vesey Street, New York 10007, WOrth 2-1818; or the Department of Sanitation's Division of Sanitary Education, 144 Johnson Street, New York 11201, 643-7128.



CLEAN-CITY FILMS

Clean-city films are designed to gain the cooperation of citizens in observing basic cleanliness rules as well as to acquaint them with the scope and problems of the clean-up job. The films are primarily geared to children, but they are also suitable for adults. Three are available:

Invasion of the Monsters, a 14-minute color film, which in spelling out the responsibilities of citizens, dramatically depicts the tasks of the Sanitation Department, including snow removal, refuse collection, street cleaning, bulk-refuse (junk) collection and abandoned-car removal service.

Have Litter — Will Travel, a 15-minute color film narrated by Roger Price, is a light treatment of the problems involved in making and keeping the city clean. It is also available in Spanish.

Three Tales of a City, a 5-minute animated color cartoon, helps educate youngsters and adults alike in simple clean-

city rules and practices.

Also available is a 12-minute slide presentation showing the Sanitation Department in action.

A typical clean-city program for groups of youngsters or members of civic organizations consists of an introductory talk by a trained speaker, the showing of a film and a question-answer session.

To arrange for such a program, write to the Director of Sanitary Education, 144 Johnson Street, Brooklyn, New York 11201, or phone 643-7128.

CLEAN-CITY LITERATURE

Many pieces of literature published by the Department of Sanitation and the Citizens Committee To Keep New York City Clean are available at no cost for mass distribution. These include:

"Some Facts About the World's Biggest Housekeeping Job," which explains the scope of the clean-up job in

New York City and how this important service is performed.

A "Phil D. Basket" sidewalk-sweeping card, which illustrates the right and wrong ways to sweep. (Also available in Spanish.)

An illustrated card giving telephone numbers to call in each borough for free pickup of bulk or outsized refuse.

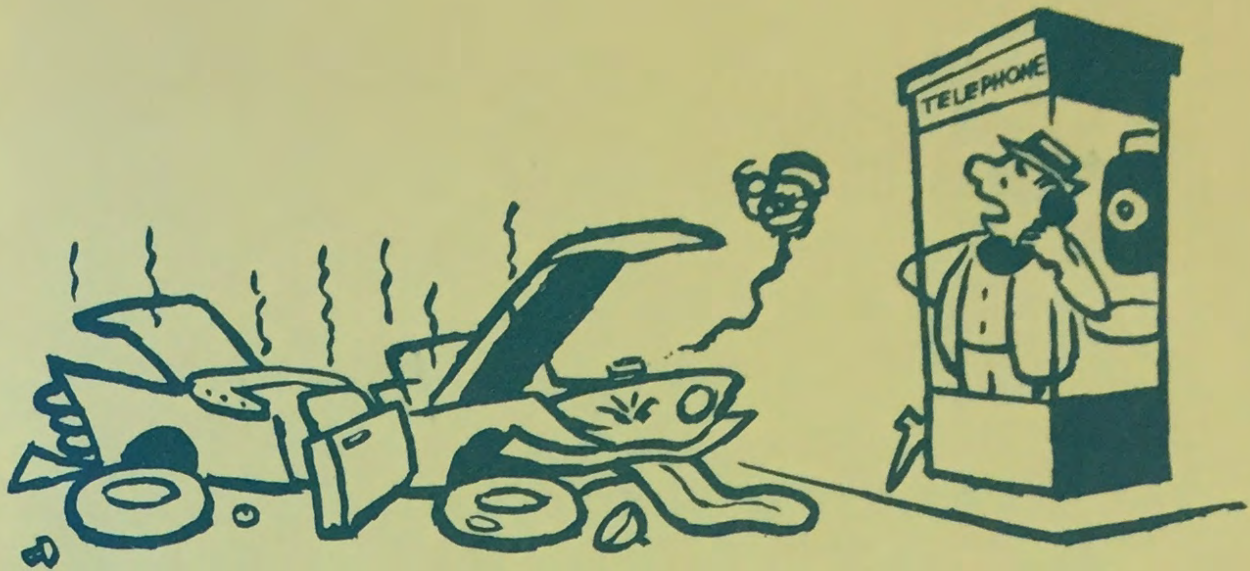
"How You Can Help," a four-page booklet in English, Italian, Spanish and Yiddish, which outlines citizens' responsibilities for keeping the city clean.

A card for storekeepers which tells how they can cooperate and lists the laws that apply specifically to them.

An English-Spanish card for tenants which tells how they can help keep their apartment houses and neighborhoods clean.

A card for apartment-house owners, building superintendents and janitors which spells out their responsibilities for keeping neighborhoods clean and healthy.

This Clean-City Digest.



SOME NOTES ON SANITATION DEPARTMENT SERVICES

Refuse collection. Household refuse—about 10,000 tons per day—is collected by the Sanitation Department from three to six times a week, depending on the need of the neighborhood. There are no collections on the following holidays: New Year's Day, Lincoln's Birthday, Washington's Birthday, Memorial Day, Fourth of July, Labor Day, Columbus Day, Election Day, Veterans' Day, Thanksgiving and Christmas. Garbage cans should not be put out on the curbs on these days. Severe snowstorms may also affect pickup schedules.

Street cleaning. Streets are cleaned from two to six times a week, depending on the need of the neighborhood. Alternate-side parking regulations enable the Department to clean along some 4,000 curb miles of the city with mechanical brooms. Where alternate parking is not in effect, manual sweepers perform the service whenever possible. Illegally parked cars seriously hamper both mechanical and manual sweeping of curb areas.

Free bulk-refuse (junk) collection. Old furniture, stoves, mattresses or other bulky items can be disposed of by calling the local Borough Sanitation office and arranging an appointment date. These items should not be placed on the sidewalk until the agreed-upon time.

Numbers to call:

Manhattan West	CO 5-7550	Queens West	... 446-1040
Manhattan East	AT 9-1800	Queens East	... 899-6262
Bronx	... CY 9-5600	Staten Island	... GI 7-1000
Brooklyn	... 643-4960		

Snow removal. The Sanitation Department's snow-clearing work is the city's protection against paralysis. Prompt

removal of snow from main arteries enables ambulances, police and fire vehicles, food and fuel trucks and other emergency vehicles to move through the city. About 1,800 men — almost 25 per cent of the Department's collection force — are assigned to night duty during winter months so that the city may be prepared to fight a snowstorm immediately. When it doesn't snow, these men pick up refuse normally collected during the day. To reduce inconvenience to residents, schedules are rotated frequently so that the same neighborhoods do not always have night collections. (See page 19 on sidewalk snow-removal responsibilities.)

Abandoned cars. The Department is responsible for removing all vehicles abandoned on city streets, a task which in recent years has grown from 2,500 to nearly 25,000 cars annually. Owners wishing to relinquish vehicles may either (1) drive them to any Sanitation location or (2) call their Borough Sanitation office to request free tow-away service. (Call telephone numbers under **bulk-refuse collection**.)

Collection of leaves. More than 500,000 trees along curbs, plus thousands of others on private property, shed their leaves on city streets. The Sanitation Department collects about 67,000 tons of leaves annually. Citizens can help by putting their leaves in secure boxes or cartons for collection any day except Monday and Tuesday, which are heavy refuse days. Burning leaves is prohibited by law.



SIDEWALKS & STREETS

Dirty sidewalks (Sec. 153.19). Sidewalks must be kept clean at all times by those whose properties face on them.

Sweep-out (Sec. 153.01). Dirt and litter must not be swept from the sidewalk into the gutter and street at any time. Sidewalk sweepings must be put into suitable garbage cans for pickup by the Sanitation Department or by private collection service.

Throw-out or dumping (Sec. 153.01). No litter, garbage, cans, ashes, rubbish or broken glass may be thrown or dumped onto sidewalks, streets, areaways, yards or lots. Throwing things out of windows is included in this violation.

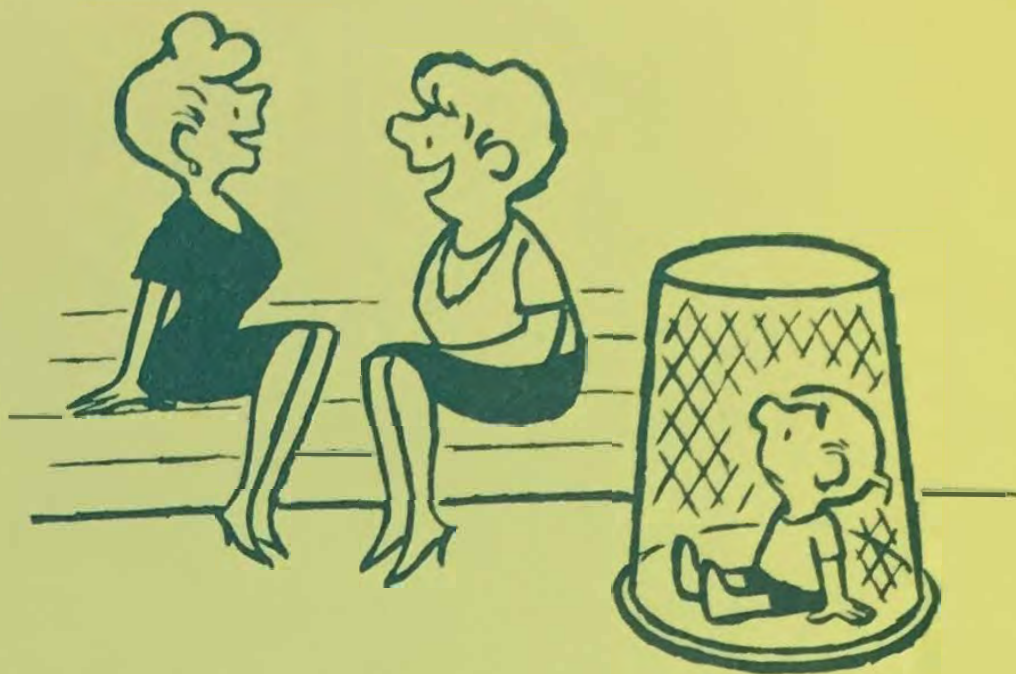
Sidewalk obstruction (Sec. 153.19). No refuse or discarded objects may be put on the sidewalk where they could obstruct or interfere with passage while such waste is awaiting collection by Sanitation or private service.

Littering. Littering is further prohibited by the City's Administrative Code, Section 755 (3)-2.1, as follows:

No person shall litter, sweep, throw or cast, or direct, suffer or permit any servant, agent, employee or other person under his control to litter, sweep, throw or cast any ashes, garbage, paper, dust or other rubbish or refuse into any public street or place, vacant lot, air shaft, areaway, backyard or court.

DOGS

Dog nuisances (Sec. 161.03). Unleashed (Sec. 161.05). Dogs are to be controlled so they do not commit any nuisances on sidewalks. They must be leashed and walked in the gutter.



CONTAINERS (Sec. 131.11)

Improper use of DS litter baskets. Litter baskets are designed for the use of passing pedestrians. They are intended as containers for scrap paper, newspapers, candy wrappers, cigarette packages, fruit skins and similar light refuse.

They are **NOT** intended for household refuse or for the use of nearby property owners, tenants or storekeepers, who are required by law to provide their own containers.

Material put out for collection. Containers for garbage, refuse and ashes must be kept within the building or in rear of premises until time for collection. Empty containers must be removed promptly. These rules apply to commercial establishments as well as residential buildings.

Note: It is illegal to put out material on Saturday for collection on Monday.

Loose rubbish. All newspapers, loose paper, rubbish and rags must be tied securely before being put out for collection as excess rubbish.

Insufficient containers. Each location must have enough leakproof garbage cans for 60 hours' accumulation so that they will not be overloaded at any time.

Broken containers. All garbage cans must be in good repair. Broken cans which may leak, permit litter to escape or which might injure people handling them must be replaced.

Uncovered containers. Garbage cans must be covered at all times with tight-fitting covers.

Mixed material. Separate cans must be used for garbage and ashes. This helps disposal by the Department of Sanitation.

Into garbage cans should go all perishable material such as meat, fat, bones, fish, fruit, vegetables.

Into ash cans should go all unburnable material such as ashes, bottles, cans, crockery, glass, sweepings.

LOTS, YARDS & AREAWAYS

Backyards and areaways (Sec. 153.19). Owners, superintendents, tenants or occupants are responsible for the cleanliness of backyards, courtyards and areaways of their premises.

Dirty lots (Sec. 153.19). An owner, lessee or manager of a vacant lot is responsible for its cleanliness and must see that there is no accumulation of rubbish, water or offensive material thereon.

MISCELLANEOUS

Noxious liquids (Sec. 153.09). No swill, brine, offensive animal matter or any odious or noxious liquids must be allowed to run or fall on any street, nor may they be placed there.

Dust flying (Sec. 153.03). No mop may be shaken or carpet beaten so that litter or dust is created.

Reasonable precautions must be taken to prevent the scattering or blowing about of lime, ashes, coal, sand, hair, feathers or similar substances likely to be blown by the wind.

Interfering with DS work (Sec. 153.13). A Sanitation employee must not be interfered with in sweeping or cleaning a street or in the removal of ashes, garbage, rubbish, snow or ice.

Spilling from truck (Sec. 153.11). No person in control of a vehicle shall permit any litter or other material to scatter, drop or spill from such vehicle.

Distributing circulars (Sec. 153.17). It is illegal to distribute commercial advertising circulars except through the U.S. Mail. Among other things, this applies to distribution to pedestrians and to attaching such circulars to automobiles.



ICE ON SIDEWALK

This is covered by the Administrative Code, as follows:

Under Section 755 (3)-2.0a-. Every owner, lessee, tenant, occupant or other person having charge of any lot or building shall, within four hours after snow has ceased to fall or within four hours after 7 a.m., if snow has ceased to fall after 9 p.m. the previous evening, clean such snow or ice from the sidewalk.

Under Section 755 (3)-2.0b-. In the event snow or ice becomes frozen so hard it is unlikely that it can be removed, the sidewalk is to be strewn with ashes, sand, sawdust or similar suitable material. (The same above-mentioned four-hour time limit applies here.) The sidewalk is to be thoroughly cleaned as soon thereafter as the weather permits.