



For more information on installing a sign and to find a Master or Special Sign Hanger licensed by the Department, use the QR code to visit DOB's website.



To determine the zoning district and applicable zoning regulations for your property, visit the NYC Department of City Planning's website at www.nyc.gov/planning.

- Awning Signs
- Flat Panel Signs
- Illuminated Signs
- Painted Signs
- Three-Dimensional Letter Signs



WHAT IS A BUSINESS SIGN?

Business signs – or *accessory signs* in the New York City Zoning Resolution – identify the business where the sign is located. For example, a retail store may have its name on a business sign above its door. An advertising sign is different from a business sign.

Advertising signs promote goods and services offered elsewhere – such as a billboard for a movie.

WHAT REGULATIONS GOVERN THE INSTALLATION AND APPEARANCE OF A BUSINESS SIGN?

The [New York City Construction Codes \(Construction Codes\)](#) regulate the installation and construction of business signs for safety. For example, the Construction Codes place a limit on the size of a sign that can be installed without a permit and requires a licensed professional *Master* or *Special Sign Hanger* be retained to install a sign. The [New York City Zoning Resolution](#) governs many sign appearance aspects, including the sign's permissible location and size.

WHEN IS A PERMIT REQUIRED TO INSTALL A BUSINESS SIGN?

A permit is required to install a business sign unless the sign is painted directly onto a building or smaller than six square feet in total area and not illuminated.

WHO MAY INSTALL A SIGN?

Depending on the size and/or weight of a sign, a registered [General Contractor](#), licensed [Master Sign Hanger](#) or [Special Sign Hanger](#) may be required.

- A registered [General Contractor](#) may install non-illuminated business signs, which have a limited amount of text.
- [Master Sign Hangers](#) are licensed by the Department to raise, lower, hang, or attach signs of any size or weight.
- [Special Sign Hangers](#) are licensed by the Department to raise, lower, hang, or attach signs that are no larger than 150 square feet in total area and that weigh no more than 1,200 pounds.

Further, depending upon the size and/or weight of a sign, a New York State registered architect or licensed professional engineer may need to prepare and submit design plans to the Department.

LOCAL LAW 28 of 2019

- As of February 9, 2019, DOB will not impose civil penalties for work without a permit violations for business storefront signs that neither exceed 150 square feet in area nor 1,200 pounds in weight. Businesses that received these violations on or after December 28, 2017, and have not paid the penalties, may submit a waiver request to DOB by submitting an L2 Form at a DOB borough office.
- From February 9, 2019, through February 9, 2021, DOB will not issue violations for business storefront signs that existed on or before February 9, 2019, unless the sign creates an imminent threat to public health or safety, or DOB determines the sign is not otherwise eligible for the moratorium.

NOTE: DOB will continue responding to 311 complaints to determine whether the business storefront sign is eligible for this moratorium.

- Beginning August 2019:
 - ▶ The Department of Finance (DOF) will establish a 6-month program to allow businesses to resolve outstanding judgments for business storefront sign violations.
 - ▶ DOB will establish a 6-month program to assist businesses that received business storefront violations between June 1, 2006 and February 9, 2019 and paid applicable penalties installing legal storefront signs by providing technical assistance and waiving 75% of permit fees. .
 - ▶ DOB, DOF and the Department of Small Business Services will work together to ensure businesses are aware of applicable business storefront sign laws and regulations and to publicize the aforementioned temporary programs.
- A task force will be convened for the purpose of exploring issues related to business storefront sign regulations in the New York City Construction Codes and the New York City Zoning Resolution.

ADDITIONAL RESOURCES

For more information on sign installation, visit the DOB's website at www1.nyc.gov/site/buildings/safety/installing-a-sign.page.

To determine your property's zoning district and its applicable zoning regulations, visit the Department of City Planning's website at www.nyc.gov/planning.