

SERVICE UPDATE

Construction Superintendents: Limit of Ten Jobs

Effective April 30, 2018, the Department will not issue or renew a permit if the designated Construction Superintendent is already designated on ten (10) or more active jobs.

Change the Construction Superintendent

Renew the permit to change the construction superintendent. The permit cannot be renewed online and must be renewed in a Borough Office.

Withdraw the Construction Superintendent

A Construction Superintendent can be withdrawn from a project by submitting a signed letter of intent to withdraw to the Borough Commissioner's Office in the borough in which the work is occurring.

Release the Construction Superintendent

Submit a request to release a Construction Superintendent from a substantially completed job by sending an email to CSuper@buildings.nyc.gov.

Construction Superintendents and Contractors are encouraged to visit any [borough office](#) on Tuesday, April 24, 2018 between 4:00 to 7:00pm to renew permits related to the removal of a Construction Superintendent.

For more information about the Construction Superintendent Rule, please refer to the New Construction Superintendent Rule Industry Notice:

http://www1.nyc.gov/assets/buildings/pdf/cs_industry_notice_02-06-17.pdf

If you have questions about this notice, please contact CSuper@buildings.nyc.gov.

POST UNTIL: December 31, 2018