



DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES  
60 HUDSON STREET, NEW YORK, NY 10013

CHARLES M. SMITH, Jr., R.A., Commissioner

Issuance #139

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312-8001

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OPERATIONS  
POLICY AND PROCEDURE NOTICE # 25/88

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TO: Distribution

FROM: Stewart D. O'Brien

DATE: November 3, 1988 *11/3/88 SDO*

SUBJECT: Sign Requirements for Construction Sites

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PURPOSE

To ensure compliance with Section 27-1009C of the Administrative Code which requires that signs indicating owner and contractor information of limited size be posted at construction sites.

PROCEDURE

Commencing immediately all new building permit applications will be stamped by the clerk with the following: "Section 27-1009C requires that a sign indicating the name, address and telephone number of the owner and general contractor be posted." Stamps have been supplied for this purpose.

Also, attached please find signs which should be posted in a conspicuous place informing permittees of the same item.

Commencing December 1, on inspections of new building sites violations are to be written if the signs are not posted. On sites involving more than one new building (tracts) only one sign is necessary if the ownership and contractor information is the same.

## **Section 27-1009C**

**requires that a sign indicating**

**the name,**

**address and telephone number**

**of the owner and**

**general contractor be posted.**