

Temporary Boiler & Fuel Oil Storage

In the aftermath of Hurricane Sandy, if a Temporary Boiler or Fuel Oil Storage needs to be installed on an emergency basis, a Licensed Oil Burner Installer may file an Emergency Work Notice prior to filing the Limited Alteration Application (LAA1) and the Alteration Type 2 Application (ALT2).

The Alt-2 applications must be filed by a Licensed Design Professional within 2 business days of commencing work.

Applicants are encouraged to use the Department's [electronic filing](#) system to file their applications in order to speed up the approval process.

The following must be included in the Emergency Work Notice:

- Address of where the work is occurring
- Nature of the emergency or hazardous condition
- Name, license number, telephone and fax number, and/or e-mail address of the licensed contractor performing the work
- Registration Number(s) of Existing Boiler(s)
- A statement that an LAA1 will be filed within 5 business days and all other required forms and permits will be filed and approved within 60 days

Emergency Work Notice can be filed in one of the following ways:

Fax:

(212) 566-5823

All faxes must include the licensee's signature and seal.

E-mail:

laa-pr@buildings.nyc.gov

Mail/In Person:

Limited Alteration Applications Unit
280 Broadway, 5th Floor
New York, New York 10007
Monday through Friday
9:00am to 4:00pm