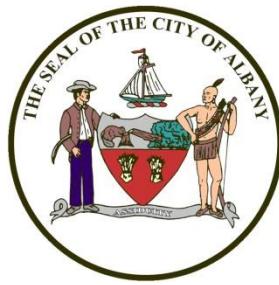


CITY OF ALBANY

DEPARTMENT OF BUILDINGS & REGULATORY COMPLIANCE

200 Henry Johnson Boulevard
Albany, NY 12210
Phone (518) 434-5165
Fax (518) 434-6015



MEMO

TO: ALL PERMIT APPLICANTS

FROM: ROBERT MAGEE, DIRECTOR

RE: POSTING OF PERMITS

DATE: MARCH 3, 2016

Please be advised **that this Department is increasing its enforcement of Albany City Code §133-12, which requires that all permits for work be posted conspicuously at the job site.** Specifically, all permits issued by this Department must be posted conspicuously so as to be easily readable from a public right of way or, if this is not possible, from a point of public entry at the job site until such time as a final inspection is completed. We have historically overlooked compliance with this provision but we will no longer do so.

The reason we are undertaking this effort is that our staff have received several complaints in recent months regarding unpermitted work where people in fact had active permits. In some cases we have issued Stop Work Orders based on these complaints. This has created a lot of wasted time on both of our parts.

In order to prevent such confusion in the future, over the next month and a half we will be working with existing permit holders to come into compliance with Albany City Code 133-12. However, **all work done pursuant to a permit issued after March 4, 2016 and all work done after April 8, 2016 will be subject to a Stop Work Order in the event said permit is not posted.**

We look forward to working with you on this and all the other work you do for our City.