

What carting companies can do now to comply with the new rules when they go into effect on August 21, 2010:

1. Read the adopted rules, published in the *City Record* on July 22, 2010.
2. If not already registered with DOT, submit a "Permittee Registration Application" with required documentation in-person at DOT's central permit office, located at 55 Water Street in Manhattan. Information about the registration process, including required documentation, can be found on DOT's website at www.nyc.gov/permits. At registration, a company will be given a permittee number and PIN.
3. Following registration, DOT will email the company the link to the online application system. The permittee number and PIN are necessary to apply and pay for commercial refuse container permits online.

If already registered with DOT, email your company name and BIC license or registration number to CRCPermit@dot.nyc.gov so that DOT can update its computer system and send the link to the online application system.

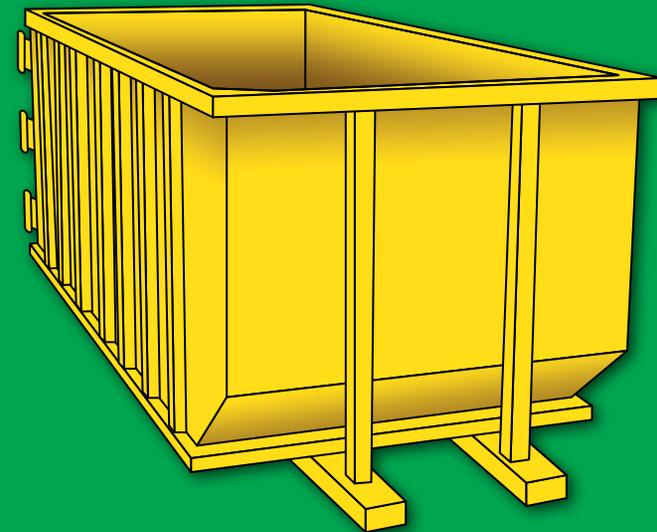
4. Starting August 21st, companies can begin applying for commercial refuse container permits online.



Office of Permit Management
55 Water Street – Concourse Level
New York, NY 10041



Commercial Refuse Container Permit



Information Guide

The new rules will go in to effect on August 21, 2010

Commercial Refuse Container Permit

Starting August 21, 2010, the New York City Department of Transportation (DOT) will be requiring carting companies to obtain a permit for each commercial refuse container placed on a city street.* This requirement will not apply to containers related to construction activity for which a separate DOT or Department of Buildings permit is required. The new commercial refuse container permit will allow DOT to track placement of containers, helping to prevent conflicts with scheduled construction work or special events. This brochure includes important information that will help carting companies comply with the new rules from day one.

* This requirement reflects amendments to Sections 2-03 and 2-14(f) of Chapter 2 of Title 34 of the Highway Rules, as published in the City Record on July 22, 2010.

Important Information

- Each commercial refuse container placed on a city street is required to have a permit unless it is related to construction activity for which a separate DOT or Department of Buildings permit is required.
- The carting company, not the property owner, must secure each permit.
- Permits may be applied for in-person at any DOT Permit Office or online. Permit Office locations can be found at www.nyc.gov/permits
- Each permit allows placement of a container for up to 5 consecutive days, and the fee is \$30.
- Containers must be placed parallel to the curb and extend no more than 9 feet from the curb into the street.
- The street must be protected with proper covering to prevent damage before containers are placed on the street.
- Containers must be labeled with the carting company's name, address and telephone number.
- Containers must be placed in accordance with the following criteria:
 - Containers cannot be placed in "No Stopping," "No Standing," or "No Parking Anytime" areas
 - Containers cannot be placed:
 - within 15 feet of hydrants
 - at the corner quadrant
 - within crosswalks or pedestrian ramps
 - near utility access points
- Containers must be marked with high intensity reflective paint, reflectors, or similar markings.
- It is not required that commercial refuse containers permits be posted at the work site.
- Applicants will be notified at the time of application submission if the requested location and/or dates conflict with scheduled construction or special events.

ONLINE APPLICATION

DOT has developed an online application that will allow carting companies to apply and pay for commercial refuse container permits online. The application is anticipated to be available 24 hours/7 days a week, except during periods of maintenance. In order to use the online permitting application, companies must first complete a one-time in person registration process, in order to receive a permittee number and PIN. More information on registration and how to contact DOT can be found at www.nyc.gov/permits

Remember, in order to apply and pay for permits online, companies must first receive a permittee number and PIN. Contact DOT for more information on how to sign up.