Limited Alteration Application (LAA): Intent to Revoke and Revoke Notifications

Effective March 21 2016, an Intent to Revoke or Revoke banner – in addition to the ‘Open Issues’ banner – will now be visible in BIS on a Limited Alteration Application when the scope of work is considered non-code compliant, hazardous or egregious.

Procedure
- A Intent to Revoke letter explaining the reason(s) for the objection(s) including steps for correction will be sent to the property owner and the applicant of record.
- Fifteen (15) calendar days or ten (10) business days from the date of the issuance of the Intent to Revoke letter, the property owner or applicant of record can schedule an appointment via email to LAA-Audits@buildings.nyc.gov. During the time of the appointment, applicants are expected to submit sufficient information demonstrating why the permit should not be revoked.
- A Stop Work Order may be issued immediately following the Intent to Revoke to notification.

Failure to comply
- If the applicant fails to comply within fifteen (15) calendar days or ten (10) business days from the date of the notice, the LAA will be revoked.
- Failure to comply with the Stop Work Order may result in the issuance of a Work Without Permit violation, in addition to other fines and penalties.

Resolution
Upon compliance the associated banner will be removed, a rescission letter issued if necessary and the application will be restored to the ‘Approve’ status, enabling the applicant to resume work and ultimately sign-off the application.

POST UNTIL: December 31, 2016

Bill de Blasio, Mayor
Rick D. Chandler, P.E., Commissioner
LAA-Audits@buildings.nyc.gov
nyc.gov/buildings

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