

Purpose of form:

This form must be completed by the Licensed Master Plumber, Licensed Oil Burner Installer or Licensed Fire Suppression Contractor for approval of all minor plumbing / oil burner installations, sprinkler / standpipe work as allowed, or repairs requiring permits in accordance with The New NYC Construction Code, fitting into the following categories:

<p>1 Filing Status <i>(Required for all filings)</i></p> <p>Check (X) the box that applies to type of work to be performed.</p> <ul style="list-style-type: none"> • Initial filing – if you are applying to perform new work that is not related to any previous jobs at a specified site. For each initial filing the Department will assign a new job number. • Amendment – if you are making a change to an existing application that has already been approved. • Emergency Work Notification Approval # - for commencement of work to resolve an emergency or hazardous condition prior to permit <i>(Reference number provided by the LAA unit)</i> • Renewal – select if you are renewing a LAA prior to the expiration date. • Withdrawal – if no work was performed and you want to cancel the proposed work at a given location. <i>(Include reason for withdrawal in Section 9 of the LAA1 form)</i> • Superseding Application – if you are replacing a previously filed LAA. <i>(Include Job number of previous application)</i>
<p>2 Location Information <i>(Required for all filings)</i></p> <p>Location describes the site of the proposed work</p> <ul style="list-style-type: none"> • Borough: Manhattan, Bronx, Brooklyn, Queens or Staten Island • Block and Lot(s): use tax block and lot • BIN: (optional) use the unique building identification number, if available • C.B number: Provide the Community Board number applicable to the site of the proposed work • House Number and Street Name: Provide the address where the proposed work will be performed • Floor(s) and/or Apt/Condo No(s): Be sure to list all floor ranges and/or Apartment number(s) where work will be performed
<p>3 Fee Assessment <i>(Required for all applications)</i></p> <ul style="list-style-type: none"> • 3A - Check (X) the appropriate box to indicate the Building Characteristics of the building where the work is to be performed. • 3B - Estimated Cost (Choose only One): Provide the estimated cost including all appliance and labor costs • 3C - Legalization/Remove Violation(s): Check (X) if you are legalizing work and/or removing violation(s) for illegal work <i>(List violation(s) in Section 9)</i> • 3D - Fee Exempt Applications (Choose only One) : Check (X) to indicate if the building owner is claiming fee exempt status in accordance with the NYC Administrative Code
<p>4 Applicant Information <i>(Required for all applications)</i></p> <p>Provide the last name, first name, middle initial, address, email address, license number and license type of the Licensee completing this application.</p>
<p>5 Plumbing Alteration <i>(LMP only)</i></p> <p>Category 1 <i>(\$35k limit per building including appliance and labor in any 12 month period)</i> - Select only one of either *Gas Plumbing Work or Water Plumbing Work.</p> <p>Category 2 <i>(Estimated Cost of Unlimited Work including appliance and labor costs)</i> – Select only one of either *Gas Plumbing Work or Water Plumbing Work</p> <p>*When selecting Gas Plumbing Work for either Category 1 or Category 2 must complete section 5A</p> <p>5A</p> <ul style="list-style-type: none"> • Gas Usage: Select all that apply to this filing, if selecting “Other” include a description of the usage • Meter/Riser: When a gas test is required, provide the number of meters/risers related to this filing and their location within the building. <p>Provide work details in section 9 of the Proposed Work Summary and Include the specifications and location of all Fuel Burning appliances in section 8 for both Category 1 and Category 2</p>

<p>6 Oil Burner Installer (OBI only)</p> <ul style="list-style-type: none"> • Category 1 (\$35k limit per building including appliance and labor in any 12 month period) - Select Oil Work. Indicate “yes” or “no” for Fuel Grade Change. If, firing rate is changing must file an amendment with DEP for change in firing rate. • Category 2 (Estimated Cost of Unlimited Work including appliance and labor costs)– Select Oil Work <p>Provide work details in section 9 of the Proposed Work Summary and Include the specifications and location of all Fuel Burning appliances in section 8 for both Category 1 and Category 2</p>
<p>7 Fire Suppression Contractors (FSC only)</p> <p>Select Fire Suppression Work for:</p> <ul style="list-style-type: none"> • Category 1 (\$35k limit per building including appliance and labor in any 12 month period) or • Category 2 (Estimated Cost of Unlimited Work including appliance and labor costs) <p>Provide work details in section 9 of the Proposed Work Summary</p>
<p>8 Appliance Data (Required for all Fuel Burning Appliances)</p> <p>Must include:</p> <ol style="list-style-type: none"> Total Number of Appliance(s) Floor Location(s) of Appliance(s) Item- Manufacturer Name(s) Listing Agency Name(s) and ID#(s) Model Number(s) Input (BTUs/hr)
<p>9 Proposed Work Summary (Required for all filings)</p> <p>Provide all work details for sections 5, 6, 7 including floor location(s) and/or apartment(s) where work is to be performed and if applicable, indicate the length and width of pipe for all piping related work.</p>
<p>10 Asbestos Abatement Compliance (Choose one)</p> <p>The applicant must indicate if related asbestos abatement is to be performed in conjunction with this application. The applicant is responsible for providing forms as well as paying the appropriate asbestos fees to DEP prior to submitting this application.</p> <p>Note: Replacement of fuel burning appliance require a DEP control number</p>
<p>11 Applicant’s Statements and Signatures (Required for all applications)</p> <p>All applicants must complete the Applicant’s Statement section by providing his/her Name, Signature, Professional Seal and Date of this application.</p>

LAA1 forms can be filed through the **NYC Development Hub & Electronic Filing System** or

By mail or in person to:

Limited Alteration Application/Permit Renewal and Hub Authentication Unit
New York City Department of Buildings
280 Broadway, 5th Floor
New York, NY 10007