



May 21, 2009

~~April 23, 2009~~

MEMORANDUM

BULLETIN S-01-09 *REVISED (*Revisions in Italics*)*****

To: All Permit Applicants

From: Thomas H. Goldsbury, P.E., C.B.O., LEED AP
Chief, Building Inspection Division

Subject: **Two Sign Contractor Issues**

Sign Contracting

Today I received a new clarification from the Executive Director of the Electrical Contractors' Licensing Board, after their meeting of last week, that NES contractors CAN install electrical signs, but not perform any electrical connections. In addition, the NES contractor CANNOT contract for the electrical connections.

~~We have received a clarification from the Executive Director of the Electrical Contractors' Licensing Board that Non-Electrical Sign (NES) contractors can not install signs that may become electrical signs. This would include any illuminated sign that includes any electrical work on or internal to the sign, no matter what certification the contractor may have to fabricate the sign. An NES contractor could still install a sign with indirect lighting, the lighting being installed by others. This takes affect immediately, but will not affect existing permits.~~

Sign Permitting Procedure Change for Electrical Signs

This section remains in effect, see also additional item #3.

Effective immediately, if you are permitting an electrical sign (one with internal electronics, not indirect illumination), and are not contracting for the electrical work to connect the sign, either by yourself or a subcontractor of yours, an associated electrical permit will not be required as long as you:

1. Have the owner sign and have notarized the lower right hand corner of the sign permit application confirming that he is aware of the requirement for an electrical permit, **OR**;
2. Provide a notarized statement from the owner on his letterhead referencing the specific sign in question and stating; "This is to confirm that I am aware that an electrical permit is required for connecting this sign and that this is my responsibility to ensure the permit is obtained. Failure to do so could result in fines and/or loss of electrical power to this facility".
3. *Even though an NES contractor can not contract for the electrical connection, he still must follow 1 or 2 above if the sign is electrical.*