

regularly scheduled trash pick-up day. Items that do not fit, place in a brown paper bag next to the recycling bin. Recycling is suspended during snow emergencies.

Recycling bins are provided free by DGS, 434-CITY.

Residential Occupancy Permits (ROP) are required for all rental units and must be renewed every 30 months, subject to passing inspection by the AFD.

S Safe Homes - Safe Streets Initiative works with tenants and landlords to eliminate criminal activities within private dwellings. Albany County District Attorney's office. 487-5460. www.albanycountyda.com/initiative/safe-homes.html

Satellite Dishes require a special use permit and must be placed in the back of premises.

School District of Albany. 475-6000. www.albanyschools.org/

Senior Services of Albany provides meals-on-wheels and stimulating activities to seniors. 465-3322, 25 Delaware Ave. www.seniorservicesofalbany.com/

Sidewalks adjacent to your property must be cleared of snow and ice within 24 hours after the end of a snowfall. If a sidewalk in your neighborhood has a history of being un-shoveled, call DGS at 434-CITY.

Sidewalk debris, including leaves, must never be swept into the street.

Smoke detectors must be in working order on every floor (except crawl spaces and uninhabitable attics) within 10 feet of and inside each bedroom.

Snow emergencies suspend all regular parking rules. You will likely be towed for not following snow emergency rules: Park on even-numbered side of street for first 24 hours, usually starting at 8am or 8pm; park on odd-numbered side for second 24 hours. To find out if a snow emergency has been declared, call 476-SNOW or see the City's Web site. If your vehicle is towed, call 458-5676.

Soil Testing is available from the Cornell Cooperative Extension of Albany County for a small fee. 765-3500

Special Use Permits are granted by the BZA.

Street Light Outage: report to National Grid at 1-800-642-4272 or <https://www.nationalgridus.com/niagaramohawk/account/forms/streetlight.asp> Be sure to write down the pole number first.

T Thank you for all you do to make Albany a better place to live.

Trees for planting next to the sidewalk in front of your residence are available from the City's Street Tree Planting Program, which pays for half the cost. Offered twice a year, once in spring and fall. Call the City Forester at DGS at 434-CITY.

U United Tenants of Albany protects tenants' rights. 436-8997, 33 Clinton Ave. www.unitedtenantsalbany.org/

V Vacant Buildings must be registered with the City. Call 434-5165.

Voting information: 487-5060. www.albanycounty.com/departments/elections/

W Walk if you are able. It's good for you.

Water Department 434-5300.

Y Yield to pedestrians.

Youth activities: Contact the "Summer in the City Project" at the College of St. Rose. 454-2843. <http://academic2strose.edu/special/SummerInTheCity/>

Z Zoning is administered by the Division of Planning, 434-2532, 21 Lodge St. www.albanyny.gov/Government/Departments/DevelopmentPlanning.aspx.



ALBANY RESIDENTS' SMART CARD

The CANA A-Z Guide to Living in Albany, NY

Prepared by the Council of Albany Neighborhood Associations (CANA) with funding provided by the Albany Housing Authority. 2008. Entries marked in red result in code violations if ignored.

a Affordable Housing Partnership of the Capital Region supports low- and moderate-income home ownership. 434-1730, 255 Orange St., www.ahphome.org.

Albany Housing Authority oversees public housing and issues Section 8 rental vouchers. 641-7500, 200 S. Pearl St. www.albanyhousing.org

b Barbeques must be 10 feet away from all structures (25 feet from wooden structures).

Board of Zoning Appeals (BZA) grants parking lot and special use permits and variances to the zoning ordinance. 434-2532, 21 Lodge St. <http://albanyny.gov/Government/CityOfficials/BoardsAndCommissions/BoardofZoningAppeals.aspx>

Building Permits are issued by the Division of Building & Codes. 434-5165, City Hall, Room 303. Forms: <http://albanyny.gov/Government/Departments/Codes/Forms.aspx>

Buildings' address numbers must be a minimum of ½ in. wide and 4 in. high.

C Capital District Community Loan Fund increases small business opportunities. 436-8586, 255 Orange St. www.cdclf.org

Carbon Monoxide detectors are required in rental units that are heated by gas or oil.

Christmas Trees are recyclable. Toss out (not in plastic bags) with your household garbage. Remove all decorations, tinsel, lights, etc. Wrapping paper and ribbons are not recyclable.

City Hall: 434-5100, 24 Eagle St. www.albanyny.gov/home.aspx

Code is another word for law. Committing a code violation is breaking the law.

Code of the City of Albany is available at: www.generalcode.com/webcode2.html

Code Violations are reported to the Fire Dept. at 434-5995, or to DGS at 434-CITY.

Common Council members represent the residents of Albany's 15 wards. Find yours at <http://albanyny.gov/Government/CityOfficials/CommonCouncil.aspx>

Community Gardens are managed by Capital District Community Gardens. 274-8685, 40 River St., Troy. www.cdsg.org

Compost is free to Albany residents. For pick-up location, call DGS at 434-CITY.

Council of Albany Neighborhood Associations (CANA) meets first Wednesday of every month (except July/August) at 7:00 p.m. at the Main Library, 161 Washington Ave. (near Lark). All are welcome. <http://councilalbanyna.tripod.com/>

d Department of General Services (DGS) collects trash, maintains sidewalks, streets and parks, enforces quality-of-life codes, and more. 434-CITY (2489), 1 Conners Blvd. www.albanyny.gov/Government/Departments/GeneralServices.aspx

Dog Poop is the dog owner's responsibility. Pick it up and throw it in the garbage.

Dog Runs can be found throughout the city. For locations, call DGS at 434-CITY. Dogs must be under the control of their owners at all times.

f Fire Department (AFD) responds to fire and medical emergencies, conducts building code inspections, and more. 447-7879. <http://albanyny.gov/Government/Departments/FireDepartments.aspx>

FOIL (Freedom of Information Law) Requests may be placed online: <http://albanyny.gov/Government/Departments/CityClerk/FreedomOfInfo.aspx>

g Garbage & Trash from your household is collected once a week. For regularly scheduled pick-up day, call DGS at 434-CITY. Use tied plastic bags and place at the curb in the front of your residence, anytime after 7pm or dusk on the evening before collection day. Please inform DGS at least 24 hours beforehand if your trash will include large bulk items (mattresses, refrigerators, etc.). Commercial and residential properties of four or more units are not eligible.

Graffiti: report to the APD at 438-4000. For removal, call DGS at 434-CITY.

h Historic Albany Foundation provides technical assistance and a warehouse of salvaged treasures. 465-0876, 472 Madison Ave. www.historic-albany.org/

Historic Districts require special building permits for all changes to the façade of a historic building, including painting. For guidance, call the Historic Resources Commission, Dept. of Development and Planning at 434-2532.

Homeless and Travelers Aid Society (HATAS) finds shelter for the homeless and victims of domestic violence. 463-2124, 138 Central Ave. www.hatas.org/

Household Hazardous Waste (antifreeze, paint, pesticides) must be dropped off at the Rapp Road Landfill on scheduled days, 4 to 7 pm. For schedule, call 869-3651. Pre-register by calling toll-free 1-800-494-CARE (2273).

l Leaf Bags may be purchased from the City, 3 for a \$1. Call DGS at 434-CITY.

Leaves must be placed in biodegradable paper bags. DGS will collect and compost them.

Legal Project provides free legal advice the first Tuesday evening of every month at the Main Library, by appointment only. 435-1770.

Library—Albany Public Library (APL) has six locations, plus a bookmobile. 427-4300. <http://albanypubliclibrary.org>

Litter—please don't. Public litter baskets may not be used for home or commercial trash.

n Neighborhood Resource Center can help you find or start your neighborhood association. 964-6208, 38 Catherine St.

Neighborhood Watch groups conduct foot patrols in close coordination with the APD. To form one, call 462-8756.

p Plants and bulbs are free to Albany neighborhood groups to plant in public spaces only, such as tree wells and traffic islands. Call the City Gardener at DGS, 434-CITY.

Police Athletic League (PAL) brings together children with Albany police officers and volunteers, who provide mentoring, recreational programs and a safe haven for our youth during after-school hours. 435-0392, 844 Madison Ave. <http://albanypal.org/>

Police Department (APD) provides community outreach, coordinates neighborhood watch groups and more. Non-emergencies: 438-4000. Emergencies only: 911 www.albanyny.gov/Government/Departments/Police.aspx

Public Transportation: call 437-8300. www.cdta.org. Public transportation for the disabled, call STAR at 482-2022.

r Recycle newspapers, magazines, telephone books; "gable top" cartons and drink boxes; boxes, cardboard and greyboard--flattened, bundled and cut to 12" x 20"; glass and metal containers; and plastic containers with recycle code 1 or 2 stamped on bottom; Place in recycling bins anytime after 7pm or dusk on the evening before your