



DOB NOW: *Build* Release Notes

Updated September 2025

September 2025 – Local Law 127 Build PW1 Updates for Ancillary Dwelling Units

New Ancillary Dwelling Unit questions have been added to initial **Alt-CO-GC or New Building-GC jobs** in DOB NOW under the **Filing Review Type, Work Type/Filing Includes** section.

- Only one ADU is allowed per one- or two-family dwelling and must not exceed 800 square feet of zoning floor area. This information is displayed by hovering over the information  icon.
- A new question, Does the scope of work include an Ancillary Dwelling Unit (ADU)?* Yes or No is displayed and **if answered Yes, triggers additional fields:**
 - Provide Pre-Approved ADU Plan Number
 - Where is the ADU located?*
 - Where does the main entrance of the ADU directly open to?*

Is this project under the Major Projects Development Program (MPP)?* ☐ Yes ☒ No

Is this job filing?* ☐ Yes ☒ No

Only one ADU is allowed per one- or two-family dwelling, and does not exceed 800 sf of zoning floor area.

Ancillary Dwelling Unit (ADU) 

Does the scope of work include an Ancillary Dwelling Unit (ADU)?* ☒ Yes ☐ No

Provide Pre-Approved ADU Plan Number

Where is the ADU located?*

Select Type: 

Where does the main entrance of the ADU directly open to?*

Select Type: 

Basement
A story partly below the grade plane and having less than one-half its clear height (measured from finished floor to finished ceiling) below the grade plane.

Cellar
That portion of a building that is partly or wholly underground, and having one-half or more of its clear height (measured from finished floor to finished ceiling) below the grade plane.

September 2025 – Local Law 127 *Build PW1* updates for Ancillary Dwelling Units

The following ADU questions are required and have the below options:

- **Where is the ADU located ?***
 - Attic
 - Basement
 - Cellar
 - Attached to the one-or two-family dwelling
 - Detached from the one- or two-family dwelling
- **Where does the main entrance of the ADU directly open to?***
 - Street frontage
 - Rear yard
 - Other – if Other is chosen, then a Specify Other* textbox opens which is required to be answered.

Ancillary Dwelling Unit (ADU) ⓘ

Does the scope of work include an Ancillary Dwelling Unit (ADU)?*
☒ Yes ☐ No

Provide Pre-Approved ADU Plan Number

Where is the ADU located?*

Select Type: ▼

Select Type:

Attic

Basement

Cellar

Attached to the one- or two-family dwelling

Detached from the one- or two-family dwelling

Where does the main entrance of the ADU directly open to?*

Select Type: ▼

Select Type:

Street frontage

Rear yard

Other

Specify Other*

255 characters remaining

September 2025 – Local Law 127 Build Schedule of Occupancy Updates for Ancillary Dwelling Units

Ancillary Dwelling Unit has been added to the Schedule of Occupancy in DOB NOW as a Description of Use option for Residential Occupancy Classification, Occupancy group R-2. When selected, the system will display information when hovering in the Description of Use field that reads **“For two family dwelling, adding an ADU above grade or below grade, and the building is upgraded to R-2 occupancy, total of 3 dwelling units. The entire building shall comply with the Multiple Dwelling Law”**.

Occupancy Group*	Select: ▼	R-2 ▼
Description of Use *	Select	Select
Select a Description of Use ☐ Adult Home ☐ Apartment Hotel ☐ Student Apartment ☐ Apartment ☐ Convent/Monastery ☐ Ancillary Dwelling Unit (ADU) Hide		
Occupancy Group*	Select: ▼	R-2 ▼
Description of Use *	Select	Ancillary Dwelling Unit (ADU) Select
Is the use of fossil fuel necessary for any of the following uses or purposes?*		☐ Yes ☒ No For two-family dwelling adding an ADU above grade or below grade, and the building is upgraded to R-2 occupancy, total of 3 dwelling units. The entire building shall comply with the Multiple Dwelling Law.

September 2025 – Local Law 127 Build Schedule of Occupancy Changes for Ancillary Dwelling Units

Ancillary Dwelling Unit has been added to the Schedule of Occupancy in DOB NOW as a Description of Use option for Residential Occupancy Classification, Occupancy group R-3. When selected, the system will display information when hovering in the Description of Use field that reads **“Includes ADUs governed by Building Code Appendix U”**.

Occupancy Group*	Select: ▼	R-3 ▼
Description of Use *	Select	Select
Select a Description of Use		Hide
☐ Convent/Monastery ☐ One-Family Dwelling ☐ Ancillary Dwelling Unit (ADU) ☐ Group Home/IRA ☐ Two-Family Dwelling		

Occupancy Group*	Select: ▼	R-3 ▼
Description of Use *	Select	Ancillary Dwelling Unit (ADU) Select
Is the use of fossil fuel necessary for any of the following uses or purposes?*		☐ Yes ☐ No
		Includes ADUs governed by Building Code Appendix U

September 2025 – Local Law 127 ADU Filing Restrictions for One Family Dwellings

The Schedule of Occupancy outlines important information for ADU filings in one-family dwellings.

New Building (NB) filing for a one-family dwelling with an ADU in the cellar may not be submitted unless and until Section 27-2087 of the Housing Maintenance Code provides for such occupancy in cellars. See 1 RCNY §105-08(d)(4)(vii)(D).

Schedule of Occupancy

New Building (NB) filing for a one-family dwelling with an ADU in the cellar may not be submitted unless and until Section 27-2087 of the Housing Maintenance Code provides for such occupancy in cellars. See 1 RCNY §105-08(d)(4)(vii)(D).

Floor* (enter a floor number in the blank field when applicable)	Cellar	
Existing		Proposed
Building Code*	Select:	2022
Occupancy Classification*	Select:	Residential
Occupancy Group*	Select:	R-2
Description of Use *	Select	Ancillary Dwelling Unit (ADU) Select

Add

Cancel

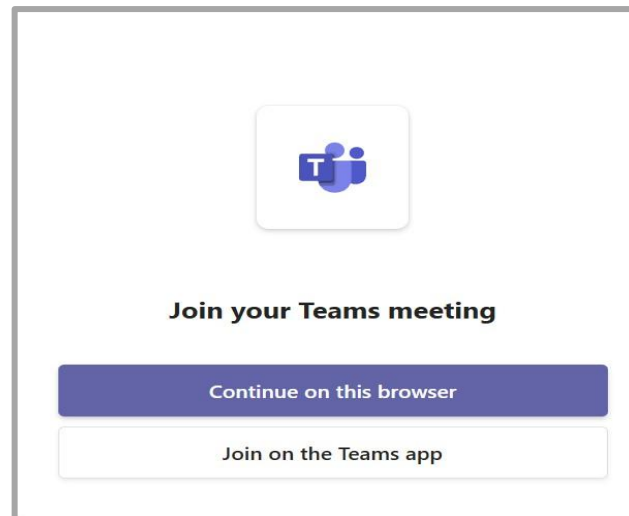
August 2025 – DOB NOW Appointments

Beginning August 22, 2025, all online plan examination appointments will be conducted using Microsoft Teams instead of GoTo Meeting. Online appointments scheduled for a date before August 22, 2025, will continue to use GoTo Meeting.

After scheduling an appointment, you will receive an automated confirmation email with a Microsoft Teams meeting link. The meeting link will also appear on your DOB Appointments dashboard and in the Appointments tab for filings in DOB NOW.

If you do not have Microsoft Teams installed on your device, you will be prompted to continue using a web browser or install the application on your device.

Refer to **Online Appointments for Standard Plan Examination Moving to Microsoft Teams** Service Notice



August 2025 – Electrical Enhancements

BIS electrical permits that are not in “**Closed**” or “**Completed**” status were updated to “**Abandoned**” status in BIS.

This means:

- Applicants will no longer be able to request an inspection on “Abandoned” BIS electrical permits in DOB NOW Inspections;
- If an applicant needs to reinstate a BIS electrical abandoned job, they can reinstate in DOB NOW: *Build*.

Reinstating Abandoned BIS electrical jobs in DOB NOW

In the DOB NOW: *Build* electrical job filing, General Information tab, a new required question was added:

“Are you reinstating a BIS electrical permit?” with Yes or No radio buttons.

If answered Yes, the applicant must enter a BIS electrical abandoned job number that is on the same BIN.

Curb Cut	Earthwork	Electrical
Elevators	Foundation	General Construction
Green Roof	Mechanical Systems	Plumbing
Protection and Mechanical Methods	Sidewalk Shed	Sign
Solar	Sprinklers	Standpipe
Structural	Support of Excavation	Supported Scaffold
Suspended Scaffold		

Are you reinstating a BIS electrical permit?*

Yes No

Enter BIS Electrical Permit Number in Abandoned Status:*

M308825

Submit Cancel

August 2025 – Electrical Enhancements

DOB NOW: *Build* electrical filings contain updated “**Code Review Year**” dropdown options.

If the DOB NOW electrical filing is a reinstatement to a BIS electrical filing, the Code Review Year options are:

- Prior to 2008/2011 NYC Electrical Code
- 2008 NEC/2011 NYC Electrical Code
- 2020 NEC/2025 NYC Electrical Code

If the DOB NOW electrical filing has a Related BIS/DOB NOW job, the Code Review Year options are:

- 2008 NEC/2011 NYC Electrical Code
- 2020 NEC/2025 NYC Electrical Code

July 2025 - No Pro-Cert filings allowed for SOE or FO jobs with Underpinning subcategory

- If a job includes **Support of Excavation (SE)** as the work type, the **Professional Certification** review type **cannot** be selected.

DOB NOW displays a reminder notification:

Professional Certification cannot be selected as the Filing Review Type for Support of Excavation filings. Select Standard Plan Examination to proceed.

- If a job includes **Foundation (FO)** as the work type, applicants **can** select **Professional Certification**, but **Underpinning** cannot be selected as a subcategory.
- To include **Underpinning** as a subcategory, create a new filing and select **Standard Plan Examination** as the Filing Review Type.

The screenshot displays the DOB NOW filing system interface. At the top, there are tabs for 'Alteration', 'Full Demolition', 'Limited Alteration', 'New Building', and 'No Work'. Below these, a notification box (labeled '2') is visible, stating: 'Professional Certification cannot be selected as the Filing Review Type for Support of Excavation filings. Select Standard Plan Examination to proceed.' The main form contains several sections: 'Alteration required to meet New York City Building Code (NYCBC) requirements', 'Alteration is inconsistent with existing building code', 'Alteration in occupancy or use?', 'Alteration is a major change to exits?', 'Alteration in number of stories?', 'Is this an application for a Small Business (employs fewer than 100 persons)?', and 'Is this an application for an approved project under the Major Projects Development Program (MPP)?'. Below these, there is a 'Select Work Type(s):' section with a grid of options. The 'Job Type' is set to 'Alteration'. The grid includes options like Antenna, Boiler Equipment, Construction Fence, Curb Cut, Earthwork, Electrical, Elevators, Foundation, General Construction, Green Roof, Mechanical Systems, Plumbing, Protection and Mechanical Methods, Sidewalk Shed, Sign, Solar, Sprinklers, Standpipe, Structural, Support of Excavation, and Supported Scaffold. The 'Support of Excavation' option is highlighted. At the bottom, there is a 'Filing Review Type' section (labeled '1') with two buttons: 'Standard Plan Examination or Review' and 'Professional Certification'. The 'Submit' button is also highlighted.

Alteration	Full Demolition	Limited Alteration	New Building	No Work
If this filing is related to a previous filing (in any status except LOC or CO Issued). From the Filing Review Type dropdown menu, select the appropriate review type.				
Alteration required to meet New York City Building Code (NYCBC) requirements				
Alteration is inconsistent with existing building code				
Alteration in occupancy or use?				
Alteration is a major change to exits?				
Alteration in number of stories?				
Is this an application for a Small Business (employs fewer than 100 persons)?				
Is this an application for an approved project under the Major Projects Development Program (MPP)?				
Select Work Type(s):*				
Antenna	Boiler Equipment	Construction Fence		
Curb Cut	Earthwork	Electrical		
Elevators	Foundation	General Construction		
Green Roof	Mechanical Systems	Plumbing		
Protection and Mechanical Methods	Sidewalk Shed	Sign		
Solar	Sprinklers	Standpipe		
Structural	Support of Excavation	Supported Scaffold		
Suspended Scaffold				
Filing Review Type*				
Standard Plan Examination or Review				
Professional Certification				
Submit				
Cancel				

July 2025 - Job types NB, ALT-CO or ALT allowed for Place of Assembly job filings

DOB NOW allows all 3 job types (NB, Alt-CO or Alt) to be entered for Place of Assembly job filings. The field label was updated to include the following description:

NB/Alt-1/Alt-CO/Alt* Job Number Establishing Place of Assembly

- **If an Alt Job Number is entered, upload a copy of the building's Certificate of Occupancy as an Additional Supporting Document. The filing will not be approved without a copy of the CO.*

Save

Preview to File

View Filing

History

Related Certificate(s)

Property Profile

Dashboard

M01249357-I1

General Information

Scope of Work

Technical Report

Statement of Responsibility

Documents

Associated Job(s)

Is the Job # pre-BIS?*

☐ Yes ☒ No

NB/Alt-1/Alt-CO/Alt* Job Number Establishing Place of Assembly*

*If an Alt Job Number is entered, upload a copy of the building's Certificate of Occupancy as an Additional Supporting Document. The filing will not be approved without a copy of the CO.

Place of Assembly Space Information

Name of Place of Assembly Establishment*

Application Highlights

Location

1 TEST STREET

MANHATTAN 10001

Job Number

M01249357

Filing Number

I1

Filing Type

New Filing

Work Types

Place of Assembly

Current Filing Status

Pre-filing

July 2025 – New DOB NOW: Licensing FAQs

New DOB NOW: Licensing FAQs have been added to the DOB website. Select the FAQs link on the DOB NOW homepage to be redirected to the FAQs.

The screenshot displays the DOB NOW website interface. At the top, the header includes the DOB NOW logo and the text "DOB NOW NYC Department of Buildings Self-service for online Permits, Appointments and Applications". Below this, a green banner contains a message about the NYC.ID Account requirement and a notice about Local Law 154 of 2021. The main navigation bar features several icons: "About DOB NOW", "BUILD" (FAQS | RESOURCES), "SAFETY" (FAQS | RESOURCES), "LICENSING" (FAQS | RESOURCES), "B I S OPTIONS", and "Contact DOB Help Form". The "LICENSING" icon is highlighted with a red box. Below the navigation bar, the "Industry" tab is selected in the top menu. The main content area shows a sidebar with links like "Permits & Plan Exam", "After Hour Variances", and "Obtain CO". The main content area displays the title "DOB NOW: Licensing Frequently Asked Questions" in a large, bold font, which is also highlighted with a red box. Below the title, a paragraph states: "This FAQ is for license types applied for and managed in DOB NOW: Licensing. See the [DOB NOW: Licensing Resources](#) page for the current list of these license types."

DOB NOW
NYC Department of Buildings Self-service for online Permits, Appointments and Applications

An **NYC.ID Account** is now required to login. Visit www.nyc.gov/dobnowtips for more information.

New! **Local Law 154 of 2021**: On-site Fossil Fuel Combustion Limitations in DOB NOW.

DOB NOW
About DOB NOW

DOB NOW
BUILD
FAQS | RESOURCES

DOB NOW
SAFETY
FAQS | RESOURCES

DOB NOW
LICENSING
FAQS | RESOURCES

B I S
OPTIONS

Contact DOB
Help Form

Home DOB Tenant Property or Business Owner **Industry** Safety Codes Search

Design Professionals Construction Professionals **Licensing** building UP

Permits & Plan Exam

After Hour Variances

Obtain CO

DOB NOW: Licensing Frequently Asked Questions

This FAQ is for license types applied for and managed in DOB NOW: *Licensing*. See the [DOB NOW: Licensing Resources](#) page for the current list of these license types.

July 2025 – Site Safety- ALT-COs and ALT changes:

DOB NOW was updated to allow a **Registered General Contractor (GC)** or a **Contractor with a Safety Registration Number** or **Insurance Tracking Number** to be the permit holder on **Alt-CO** and **Alt filings** when the Building Type is 1,2,3 family. (Previously, on Alt-CO and ALT jobs when the Building Type is 1,2,3 family, a Registered GC was required to be the permit holder.)

- If the permit holder is a **Registered GC**, a site safety licensee is not required on the permit.
- If the permit holder is **not** a **Registered GC**, a Site Safety Stakeholder is required on the permit.

The screenshot displays the 'Work Permit B00476655-11-GC' application interface. The left sidebar contains navigation links: 'General Information', 'Site Safety' (highlighted), 'Documents', and 'Statements & Signatures'. The main content area is titled 'Site Safety' and includes a sub-header 'Construction Superintendent, Site Safety Coordinator, Site Safety Manager'. Below this, a declaration states: 'I, the applicant /contractor, hereby declare the scope of work filed under this permit application requires:'. Three checkboxes are present: 'Construction Superintendent' (checked), 'Site Safety Coordinator' (unchecked), and 'Site Safety Manager' (unchecked). A red box highlights a blue information banner that reads: 'Construction Superintendent is not required because the permit holder is a registered general contractor.' Below this, the 'Construction Superintendent Information*' section contains various input fields: 'Email*' (placeholder: 'Please enter email address'), 'License Type*' (dropdown menu), 'Last Name', 'First Name', 'Middle Initial', 'Business Name', 'Business Telephone', 'Business Address', 'City', 'State', 'Zip Code', and 'Registration Number'. At the bottom, there is a checkbox for a declaration: 'I hereby state that I will perform, on behalf of the Contractor, all of the functions required of a Construction Superintendent, Site Safety Coordinator, or Site Safety Manager (identify herein) as set forth in the Department of Buildings rules and regulations.' Below this declaration are fields for 'Name' and 'Date'.

July 2025 – New Anti-Harassment Requirements flag on DOB NOW Property Profile:

Properties located in the below Anti-Harassment Districts of the Zoning Resolution will have an Anti-Harassment flag on the DOB NOW Property Profile. A new Additional Supporting Document named HPD/DCP Demolition Certification should be uploaded in DOB NOW prior to approval for certain Alteration and Full Demolition jobs on properties with the Anti-Harassment flag.

- Subareas D4 or D5 in the Hell's Kitchen Subdistrict D (ZR 93-91)
- Special Clinton District Preservation Area (ZR 96-107)
- Special Clinton District Perimeter Area (ZR 96-20)
- Special West Chelsea District (ZR 98-70)
- Subdistrict A-2 of the Special Garment Center District (ZR 121-60)

Alterations

The new HPD/DCP Demolition Certification Additional Supporting Document should be upload the partial demolition of a multiple dwelling with an Anti-Harassment flag where residential floo

Full Demolition

The new HPD/DCP Demolition Certification Additional Supporting Document should be upload on a multiple dwelling with an Anti-Harassment flag.

Property Profile

5500	990.2	Special Status	N/A
Local Law	Loft Law	SRO Restricted	TA Restricted
YES	NO	NO	NO
UB Restricted	Environmental Restrictions	Grandfathered Sign	Legal Adult Use
NO	HAZMAT/NOISE/AIR	NO	NO
City Owned	Additional BINs for Building	Special District	Anti-Harassment Requirements
NO	1012433	WCH - WEST CHELSEA	YES

This property is located in an area that may be affected by the following:

Tidal Wetlands Map Check:	No
Freshwater Wetlands Map Check:	No
Coastal Erosion Hazard Area Map Check:	No
Special Flood Hazard Area Map Check:	No

Alternate Addresses: WEST 29 STREET 534 - 534

Cross Street(s)	DOB Special Place Name	Tax Block	Tax Lot
HIGH LINE, 11 AVENUE		700	53
Community Board	Condo	Buildings on Lot	Vacant
104	NO	1	NO
Health Area	Census Tract	DOB Building Remarks	Landmark Status
5500	990.2		
Special Status	Local Law	Loft Law	SRO Restricted
N/A	YES	NO	NO
TA Restricted	UB Restricted	Environmental Restrictions	Grandfathered Sign
NO	NO	HAZMAT/NOISE/AIR	NO
Legal Adult Use	City Owned	Additional BINs for Building	Special District
NO	NO	1012433	WCH - WEST CHELSEA
Anti-Harassment Requirements			
YES			

This property is located in an area that may be affected by the following:

Tidal Wetlands Map Check:	No
Freshwater Wetlands Map Check:	No
Coastal Erosion Hazard Area Map Check:	No
Special Flood Hazard Area Check:	No

February 2025 – SCA Update to Local Law 154 of 2021 Banner

The On-site Fossil Fuel Combustion section on the Plans/Work (PW1) tab for New Building and Alteration-CO New Building with Existing Elements to Remain filings has been updated to remove the option for School Construction Authority filings.

On-site Fossil Fuel Combustion (Local Law 154 of 2021)

- ☐ Building used by a regulated utility for energy generation.
- ☐ Building operated by the NYC Department of Environmental Protection for treatment of sewage or food waste.
- ☐ ~~Filing by or on behalf of the NYC School Construction Authority.~~
- ☐ Building where 50 percent or more of the dwelling units are subject to a regulatory agreement, restrictive declaration, or similar instrument with a federal, state, or local governmental entity or instrumentality for the creation or preservation of affordable housing.
- ☒ None of the above.

If the Owner Type on the job filing is selected as School Construction Authority, then the below No Fossil Fuel banner will appear on the Property Profile in the DOB NOW public portal when the job is approved.



No Fossil Fuel: This building cannot use or contain any fossil fuel (Local Law 154 of 2021).



November 2024 – Deleting Paid Filings

A stakeholder on a filing (Applicant, Owner, Filing Representative, Delegated Associate, Permit Applicant) can delete the following type of filings, even if they are paid for, if they are in Pre-Filing or Objections/QA Failed status:

- After Hours Variance Permits (AHV)
- Elevator Filings
- OP 49 Boiler Removal Notifications
- Post Approval Amendments
- Supersede Requests
- Withdrawal Requests
- Work Permit (PW2) Renewals

The screenshot shows the DOB NOW web application interface. At the top, the header reads 'DOB NOW NYC Department of Buildings Self-service for online Permits, Appointments and Applications'. Below the header is a navigation bar with buttons for 'Major Projects Development Program Enrollment/Project', 'Job Filing', 'Permits', 'Requests', 'Notifications', 'Occupancy', 'Landmark Fee Payment', 'Determinations', and 'Search'. The main content area has a 'Search' section with tabs for 'Job Number Search', 'Certificate of Occupancy Search', and 'BIS Schedule of Occupancy Search'. The 'Job Number Search' tab is active, showing a search input field with 'M00475254' and '9 characters remaining'. Below the search field is a table with columns: 'Filing Action', 'Job#', 'Filing#', 'Job Type', 'Filing Type', 'Filing Date', 'WorkType(s)', and 'Address'. The table contains two rows of data. The first row has 'P1' as the Filing#, 'Alteration' as the Job Type, and 'PAA' as the Filing Type. The second row has 'I1' as the Filing#, 'Alteration' as the Job Type, and 'New Job Filing' as the Filing Type. A red box highlights the 'Select Action:' dropdown menu for the first row, which has 'Delete' selected. A 'Confirm' dialog box is overlaid on the table, with the text: 'Confirm that you want to delete this "PAA" filing. Once the filing is deleted, it cannot be restored, and you will need to create a new filing to proceed.' The dialog box has 'Yes' and 'No' buttons.

Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Date	WorkType(s)	Address		
Select Action: Delete	M00475254	P1	Alteration	PAA	10/21/2024	SF/FN/SH	312 EAST 53 S		
Select Action:	M00475254	I1	Alteration	New Job Filing	Approved	10/21/2024	10/21/2024	SF/FN/SH	312 EAST 53 S

November 2024 – Associated Electrical Filings for SL and EESE

New Sustainable Types of Sustainable Energy Installs were added to the Electrical Scope of Work:

Work Description

Category of Work *

☐ Service Work / Notify Utility	☐ General Wiring	☐ Lighting Work
☐ Temporary Construction Service	☐ Temporary Light & Power	
☐ HVAC Wiring	☐ Boiler/ Burner Wiring	

Other

Sustainable Energy Installs

Sustainable Type*

Select One

- Select One
- Photo Voltaic (with storage system)
- Photo Voltaic (no storage system)
- Windmill (with storage system)
- Windmill (no storage system)
- Mini Turbine (with storage system)
- Mini Turbine (no storage system)
- Energy Storage Systems and Components

November 2024 – Associated Electrical Filings for SL and EESE

Solar filings - a permit can only be submitted if one of the below is selected as the Sustainable Type on the associated Electrical filing:

- Photo Voltaic (with storage system)
- Photo Voltaic (with no storage system)

If the associated Electrical permit was issued before November 9, 2024, the Solar permit can be submitted if the Sustainable Type on the associated Electrical filing is Photo Voltaic.

EESE filings - a permit can only be submitted if one of the below is selected as the Sustainable Type on the associated Electrical filing:

- Photo Voltaic (with storage system)
- Windmill (with storage system)
- Mini Turbine (with storage system)
- Energy Storage Systems and Components

If the associated Electrical permit was issued before November 9, 2024, the EESE permit can be submitted if the Sustainable Type on the associated Electrical filing is Photo Voltaic.

November 2024 – Legalization Description

Wording was added to explain when to select Legalization.

For the question: Are there any Work Without Permit OATH/ECB summonses related to this work?

- if Yes, no legalization fee is added to the filing.
- if No, a legalization fee is added to the filing.

The screenshot shows a web form for filing a permit application. On the left is a sidebar with a list of menu items: M00962843-I1, Plans/Work (PW1), Zoning Information, Energy, Cost Affidavit (PW3), Technical Report (with a dropdown arrow), Technical Report (TR1/4/5/5H), Technical Report (TR8) - Energy Code, and Documents. The main content area has a blue header bar that reads 'Filing Review Type, Work Type/Filing Includes*'. Below this is a section titled 'Filing Includes:*' with two radio button options: 'New Work' and 'Legalization of Completed Work where No Notice of Violation for Work Without a Permit was Issued'. The 'Legalization' option is selected. Below this is a dashed box containing the text: 'Select Legalization of Completed Work where No Notice of Violation for Work Without a Permit was Issued if this filing is for the purpose of obtaining a work permit for work that was performed without a DOB permit and DOB has not issued an OATH summons for the unpermitted work (1 RCNY 102-04)'. At the bottom, there are two questions, each with 'Yes' and 'No' radio button options. The first question is 'Are there any Work Without Permit OATH/ECB summonses related to this work?*' with 'No' selected. The second question is 'The work is being done to legalize work without a permit listed as a violating condition in a Request for Corrective Action (RCA) issued by DOB ?*' with 'No' selected.

M00962843-I1

Plans/Work (PW1)

Zoning Information

Energy

Cost Affidavit (PW3)

Technical Report ▼

Technical Report (TR1/4/5/5H)

Technical Report (TR8) - Energy Code

Documents

Filing Review Type, Work Type/Filing Includes*

Filing Includes:*

☐ New Work

☒ Legalization of Completed Work where No Notice of Violation for Work Without a Permit was Issued

Select Legalization of Completed Work where No Notice of Violation for Work Without a Permit was Issued if this filing is for the purpose of obtaining a work permit for work that was performed without a DOB permit and DOB has not issued an OATH summons for the unpermitted work (1 RCNY 102-04).

Are there any Work Without Permit OATH/ECB summonses related to this work?*

☐ Yes ☒ No

The work is being done to legalize work without a permit listed as a violating condition in a Request for Corrective Action (RCA) issued by DOB ?*

☐ Yes ☒ No

November 2024 – Owner Type Renamed

Owner Type was renamed from Corporation to **Corporation or LLC**.

Owner Information*

Email*
AJOETEST@GMAIL.COM

Middle Initial

Business Name/Agency Name*
QAZ2

State*
NY

Owner Type*

Corporation or LLC

Select Type:

- Condo Unit Owner or Co-Op Tenant-Shareholder
- Corporation or LLC**
- Individual
- Non-Profit Organization Owned and Operated
- NYC Agency
- NYCHA/HHC Owned and Operated
- Other Government Owned and Operated
- Partnership
- School Construction Authority

Filing Representative Class I/Preparer

Email
Registration Number
Firm

November 2024 – PAAs, Determinations and Second Review of Objections

CCD1 Requests, ZRD1 Requests, and Requests for Second Review of Plan Examination Objections for [Post Approval Amendments](#) for DOB NOW jobs and BIS jobs (doc 2 etc.) are required to be submitted in DOB NOW: Build.

See the [December 2023 Service Notice](#) for additional information about requests that cannot be submitted in DOB NOW.

November 2024 – Obsolete BINs

The same message in BIS for Obsolete BINs will display on the Property Profile In the public and industry portals.

← Back

Property Profile

🏠 Home

OBSOLETE BIN RETAINED FOR HISTORICAL PURPOSE ONLY

34-31 44 STREET | QUEENS 11101 | BIN# 4436926

New

Penalties Owed

Building Schedule of Occupancy

Certificate of Occupancy

Certificate of Compliance

Active Tenant Protection Plans

After Hour Variance

Energy Submission

Notifications

November 2024 – Violations, Public Portal Property Profile

A Penalties Owed button has been added to the Property Profile. The DOB NOW public portal only contains compliance violations. Continue to search the Buildings Information System for OATH/ECB violations.

← Back

Property Profile

Home

280 BROADWAY | MANHATTAN 10007 | BIN# 1079215

New

Penalties Owed

Building Schedule of Occupancy

Certificate of Occupancy

Certificate of Compliance

Active Tenant Protection Plans

After Hour Variance

Energy Submission

Notifications

Selecting the Penalties Owed button will show a screen of all active compliance violations, total civil penalties due and provide a button to print this information. To pay or request to waive/challenge a violation, log into DOB NOW: *Safety* and select Violations.

274 BROADWAY | MANHATTAN | BIN# 1079215

Total Active Violations: 21 | Total Civil Penalties Due: \$63,000.00

Compliance Type

All

Violation Type

All

Total Active Violations

21

Total Civil Penalties Due

\$63,000.00

i

Print

Modify Search

November 2024 – Violations, Public Portal Property Profile

Violations & Notices of Deficiency has been added to the Property Profile and shows details about all compliance violations, not just active ones.

Jobs/Occupancy/Compliance Filings

BIS Schedule of Occupancy

BUILD: Job Filings

Certificate of Occupancy

SAFETY: Compliance Filings

Violations & Notices of Deficiency

Total Violations 48 | Total Active Violations 21 | Total Civil Penalties Due \$63,000.00

Compliance Type

All

Violation Type

All

Total Violations

48

Total Civil Penalties Due

\$63,000.00

August 2024 – Zoning Use Group, Schedule of Occupancy

A dropdown has been added to select the Roman Numeral Zoning Use Groups to comply with the Zoning Text Amendment effective on June 6, 2024.

The screenshot shows a web form titled "Schedule of Occupancy". The form has several fields: "Occupancy Group*", "Description of Use*", "Description of Use Comments", "Live Load (lbs per sq ft; OG can be entered or N/A if not applicable)*", "Maximum Persons Permitted (enter N/A if not applicable)*", "Zoning Use Group*", "Zoning Use Group Other*", and "Dwelling or Rooming Units". A dropdown menu is open for the "Zoning Use Group*" field, showing a list of Roman numerals: I, II, III(A), III(B), IV(A), IV(B), IV(C), V, VI, VII, IX(A), IX(B), IX(C), X, and "Other". The "Other" option is highlighted in blue. To the right of the form, there is a "Select:" dropdown menu with a "Select" button below it.

Text has been added to Temporary and Final Certificates of Occupancy issued after August 26, 2024 in Borough Comments to explain the use of Roman Numerals.

Borough Comments:

Use Groups (UG) indicated by numerals 1 through 18 reflect Zoning Resolution Use Group Designations since 1961 but prior to June 6, 2024. UG in Roman numerals I-X reflect Zoning Resolution Use Group Designations on or after June 6, 2024, the effective date of the Zoning Text Amendment.

August 2024 – Site Safety Requests Grid

The Site Safety Requests table was updated to say “Satisfied by GC license” instead of “Required” for Construction Superintendent for filings with Building Type 1-2 family home. A CS is not required because the permit holder is a registered General Contractor.

Site Safety Requests			
	Construction Superintendent	Site Safety Coordinator	Site Safety Manager
Job Site Safety Requirement Waiver Status	No	Not Applicable	Not Applicable
Job Site Safety Licensee Requirement	Satisfied by GC license	Not Required	Not Required
Job Site Safety Licensee Release Status	No	Not Applicable	Not Applicable

August 2024 – Special Inspections for Temporary Construction/Solar Filings

On the Technical Report tab, optional Special Inspections (TR1) can be added on Construction Fence, Sidewalk Shed, Supported Scaffold and Solar job filings.

Solar Filings:

- Maintenance Information (TR8)
- Post-Installed Anchors
- Structural Steel – Details
- Structural Steel – High Strength Bolting

Construction Fence, Sidewalk Shed, Supported Scaffold Filings:

- Alternative Materials – OTCR Buildings Bulletin No.
- Aluminum Construction
- Flood Zone Compliance
- Post-installed Anchors
- Structural Steel – Details
- Structural Steel – High Strength Bolting
- Structural Steel - Welding

August 2024 – Artwork on Temporary Protective Structures

On the Owner's Attestation for Construction Fence, Sidewalk Shed, and Supported Scaffold filings, the options for opting out of Artwork on Temporary Protective Structures were updated to remove that the DCLA City Canvas art program has not been implemented and to add a selection for privately owned property.

Artwork on Temporary Protective Structures

11. Are you opting out of the requirement to install artwork on temporary protective structures (sidewalk sheds, construction fences, and supported scaffolds that have been installed for at least 90 days)? If no is selected, an approval letter from the NYC Department of Cultural Affairs (DCLA) will be a Required Document. (NYC Building Code 3307.11)*

☒ Yes ☐ No

12. Reason: (select one)*

- ☐ Property is City-owned and funding has not been appropriated for the display of artwork.
- ☐ Project receives capital funding from New York City and funding has not been appropriated for the display of artwork.
- ☐ The proposed alternative artwork has not yet been approved by DCLA.
- ☐ Property is privately owned, does not receive capital funding from New York City, and owner is opting out.
- ☒ Other

Explain Other*

255 characters remaining

August 2024 – Documents, OTCR Parking Lift Approval and OER Notice to Proceed

OTCR Parking Lift Approval is a new Document Name under Additional Supporting Documents.

Documents

Additional Supporting Documents

+ Add New Document

Document Name ▴ ▾	Document Status ▾	Prior To ▴ ▾	Upload ▾	Delete ▾
OTCR Parking Lift Approval	Pending	Approval		

OER: Notice to Proceed updated to Prior to Permit and cannot be deferred. It was also removed as an Additional Supporting Document.

Document Name	Applicable Work Type(s)	Prior toStage	Waiver	Deferral
OER: Notice to Proceed (properties with “Environmental Restriction” flag on Property Profile)	GC, BE, ST, FO, SE, EA, PL (except PL-SP subcategory), MS (except Refrigeration, Cooling Towers, and Generators subcategories)	Permit Issuance	Yes	No

June 2024 – Site Safety Plan Review Fees

When site safety plan review fees were launched in DOB NOW on June 2, 2023, DOB NOW required payment of the fees only if the associated New Building or Alteration-CO was filed on or after June 2, 2023. Beginning June 14, 2024, DOB NOW will require site safety plan review fees regardless of when the associated job was filed.

If a site safety plan review is in progress, fees will be required before the review request can be submitted again for approval.

Site safety plan review fees:

Initial filing	\$610
Amended filing	\$545

June 2024 – NYC.ID Integration

Beginning June 3, 2024, all existing and new DOB NOW users are required to have a NYC.ID account.

- Visit www.nyc.gov/dobnowtips for more information.
- Users will complete a one-time process of creating an NYC.ID account.
- An NYC.ID account is required to access DOB NOW: Build, Safety, BIS Options, and Licensing.
- DOB NOW: Inspections and eFiling account registration is not changing and will not require an NYC.ID account

Log into DOB NOW to view, sign and submit jobs, filings, and applications.

Enter your NYC.ID email address:

Email

Email

Login

If you need an NYC.ID:

Create Account

New login process as of June 3, 2024. Visit www.nyc.gov/dobnowtips for more information.

If you are a returning DOB NOW user who does not have a NYC.ID, select Create Account above and **use the same email address** as your eFiling account or DOB NOW profile to access your DOB NOW records.

Need more help? Contact us.

May 2024 – AHV Updates

- As part of the review of an AHV request, DOB staff can modify the **date/time** and **description** of the request.
- After an AHV is issued, DOB staff can change the status of the AHV from **Approved to Denied or Cancelled**.
 - An **email notification** will be sent to the requestor of the AHV request when the status changes and the new status will appear in the industry portal.

After Hours Variance (AHV)				
View...	Filing Action	AHV Permit#	Variance Type	AHV Permit Status
	Select Action: ▼	S4046117	Initial	Approved
	Select Action: ▼	S6315775	Initial	AHV Permit Cancelled
	Select Action: ▼	S3314924	Initial	Denied

May 2024 – Appointments

While an appointment is **in progress**, the plan examiner can do the following:

- **Approve** the filing
- Open **new objections**
- **Change objection status** from resolved to open or addressed

The plan examiner also can **dispose the appointment** after the appointment has ended.

Schedule Appointment

+ Appointment

Subject	Time	Status	Action
^	06/11/2024 10:40 AM	Scheduled	Cancel
Attendees	End Time 06/11/2024 11:20 AM	Duration 40	Join
Meeting Intent address open objections	Plan Examiner Borough QUEENS	Appointment Location Online	

May 2024 – Document Updates

A waiver can no longer be requested for the **Preliminary Commissioning Report Certification** as a Required Document.

- The Preliminary Commissioning Report is triggered by the values entered on the **energy submission** of the filing, energy scope of work, HVAC-R Heating and Cooling tabs. If it is indicated that the BTU is greater than or equal to 480,000 for cooling equipment or if the BTU is greater than or equal to 600,000 for heating equipment, the commissioning question on the energy submission automatically updates to yes.
- To remove commissioning, **update the BTU values** to a lower BTU, which may require submitting a PAA to the energy scope of work by selecting PAA under the filing action of the energy submission.

Reinstatement Document is a new Additional Supporting Document option.

- See the [May 2024 Service Notice](#) about paying fees for reinstated filings. Use this document to upload the receipt of payment.

House Number Verification: TOPO Stamp document updated to Required Prior to Approval.

May 2024 – Conditional TR8s for Energy Submissions

The following TR8s will auto-populate on the main application if the building type is **New Building** or **Alteration-CO – New Building with Existing Elements to Remain** **and**:

Work Type is **General Construction (GC)**:

- Insulation placement and R values
- Fenestration u-factor and product rating
- Fenestration air leakage
- Fenestration areas
- Air sealing and insulation – visual

Work Type is **General Construction (GC) filing** and the Building Energy Classification is **Residential**:

- Air sealing and insulation – testing
- Permanent certificate

Energy Classification*

Building Energy Classification*

- ☒ Low Rise Residential (3 stories or less – residential only)
- ☐ Low Rise Mixed Use (3 stories or less – combination of commercial & residential)
- ☐ Commercial / All Other (commercial only OR any building 4 stories or greater)

May 2024 – Conditional TR8s for Energy Submissions

The following TR8s will auto-populate on the main application if the building type is **New Building** or **Alteration-CO – New Building with Existing Elements to Remain** **and**:

Work Type is **Mechanical Systems (MS)** and the Building Energy Classification is **Commercial**:

- Shutoff dampers

Work Type is **Mechanical Systems (MS)** and the Building Energy Classification is **Residential**:

- Ventilation and air distribution system

The following TR8s will auto-populate on the main application for **ALL building types** **and**:

Work Type is **Boiler Equipment (BE)**:

- HVAC-R and service water heating equipment
- HVAC-R and service water heating system controls
- HVAC-R and service water piping design and insulation

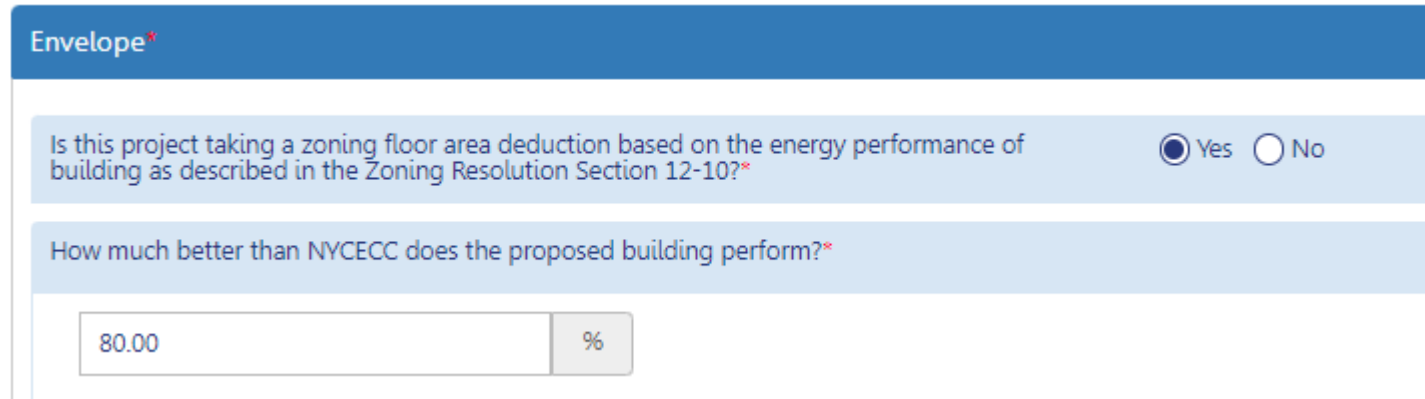
If a filing is in Plan Examiner Review status, the TR8 section on the main application will show any updates and allow for changes to be made to optional TRs while the energy submission is in process.

May 2024 – Energy Submission Updates

The logic was fixed on all energy submissions to **enter BTUs for cooling and heating equipment** on the energy scope of work, HVAC-R Heating and Cooling tabs (not KBTUs).

- The BTUs entered auto-populates the commissioning section on the energy scope of work and triggers a Preliminary Commissioning Report as a Required Document if it is indicated that commissioning is required (based on the BTUs entered).

The Envelope section under Scope of Work includes two new questions:



Envelope*

Is this project taking a zoning floor area deduction based on the energy performance of building as described in the Zoning Resolution Section 12-10?*

☒ Yes ☐ No

How much better than NYCECC does the proposed building perform?*

80.00 %

This question has been removed:

Enter the percentage of the proposed area-weighted U-factor of all proposed opaque above-grade exterior wall assemblies, including vertical fenestration, compared to the prescribed requirements of the current NYCECC.

May 2024 – Energy Submission Updates

For **Plumbing (PL)** filings only, there is a new question in the **NYCECC** section that if **yes** is selected, an **energy submission is not required**.

On **Alteration** filings, **Other** was added as a checkbox with a field to describe that selection. The wording on the **total conditioned floor area** question was also updated.

NYCECC Energy Compliance*

Does the work involve the alteration of a historic building as defined in 2020 NYCECC Sections R202 and C202?*

☐ Yes ☒ No

Is the work exclusively underground plumbing or site drainage?*

☒ Yes ☐ No

Scope*

Which building systems are impacted by this alteration?*

☐ Service Water Heating

☐ Lighting

☐ HVAC-R.

☒ Other

Explain Other*

testing

243 characters remaining

Enter total conditioned floor area of the building or alteration work scope (sqft).*

123

Square Feet

May 2024 – Applicant/Contractor Statement

The below text was added to the Applicant/Contractor Statement on all work permit applications.

Applicant/Contractor Statement*

- ☐ The information in this application is correct and complete to the best of my knowledge and I assume responsibility for all statements in such application. I understand that if I am found after hearing to have knowingly or negligently made a false statement on this or any other document submitted to the Department, I may be subject to fine, imprisonment, and/or barred from filing further documents with the Department. I also understand it is unlawful to give to a city employee, or for a city employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration.

I will comply with all applicable laws, rules and regulations.

I hereby attest that I have obtained all required insurance coverage with policy limits appropriate for the specific scope of work for which I am licensed or authorized as a permit applicant. I further attest that I will maintain such insurances as required by applicable law or rule. I understand that it is unlawful to make a false statement to the Department and that knowingly or negligently making a false statement could subject me to a fine, license revocation, imprisonment, or being prohibited from filing with the Department.

I hereby state if a Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Demolition Subcontractor, Concrete Subcontractor, or Concrete Safety Manager is required for this application I have hereby advised the individual listed herein he or she is designated as such and hereby certify he or she is registered and in good standing with the NYC Department of Buildings. I hereby state that all construction and demolition workers employed or otherwise engaged at the site and working under this permit have received site safety training in accordance with BC 3321.

In accordance with §28-104.8 of the Administrative Code, I hereby declare I am authorized by the owner of the premises to which this application pertains to make this application for a permit to perform the work described herein. In accordance with Rule 101-16, I will post the permit in a conspicuous and visible location.

In accordance with §28-120.3 of the Administrative Code, I certify that, if applicable, any tenant protection plan submitted for this work coordinates with the scope of work intended.

I hereby state that if the work involves disturbance of lead-based paint or paint of unknown lead content, the work complies with §27-2056.11 of the Administrative Code and, where applicable, subpart E or subpart L of part 745 of title 40 of the code of federal regulations and the firm performing the work has filed or will file with the NYC Department of Health and Mental Hygiene a notice of commencement required by §27-2056.11(a)(2).

I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the Statements and Signatures terms above. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand, and I further intend that the electronic image of my signature and professional seal uploaded as part of this application is hereby applied to this signed statement as if I had personally signed and sealed this statement by hand.

Name

Date

March 2024 – Year Filter on Job Filings Dashboard

A year filter has been added to the Job Filings Dashboard. To improve system performance, all filings associated with the logged in user will not load when navigating to this dashboard. Once a year is selected, all filings from that year will appear. If the year option is empty, refresh the browser window.

The screenshot displays the DOB NOW Job Filings Dashboard. The header includes the DOB NOW BUILD logo and the text "DOB NOW NYC Department of Buildings Self-service for online Permits, Appointments and Applications". A navigation bar contains buttons for "Major Projects Development Program Enrollment/Project", "Job Filing", "Permits", "Requests", "Notifications", "Occupancy", "Landmark Fee Payment", "Determinations", and "Search". The "Job Filings" section shows filters for "All Jobs" (508), "Alteration" (394), "Alteration CO" (50), "ALT-CO - New Building with Existing Elements to Remain" (10), "New Building" (36), "No Work" (5), and "Full Demolition". A "Filter My Jobs" dropdown is present. A "Year" filter dropdown is highlighted with a red box, showing options: "2024-2023", "2024-2023", "2023-2022", "2022-2021", "2021-2020", "2020-2019", "2019-2018", "2018-2017", "2017-2016", "2016-2015", and "All". The table below lists job filings with columns: View..., Filing Action, Job#, Filing#, Job Type, Filing Type, Filing Status, Filing Status Date, Date, and Work.

View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Filing Status Date	Date	Work
	Select Action: ▼	M01024779	I1	Alteration	New Job Filing	Pre-filing	03/22/2024		
	Select Action: ▼	M01014542	I1	Alteration	New Job Filing	Pre-filing	03/04/2024		
	Select Action: ▼	M08019486	S1	Alteration	Subsequent Filing	Permit Issued	10/28/2022		
	Select Action: ▼	M00977054	I1	Alteration	New Job Filing	Pre-filing	12/14/2023		

January 2024 – On-Site Fossil Fuel Combustion Limitations (Local Law 154 of 2021)

A banner will appear on the **DOB NOW Property Profile** when a New Building (NB) or Alteration-CO New Building with Existing Elements to Remain job is submitted in DOB NOW and the **building is subject to the restrictions in Local Law 154 of 2021**. No banner will appear on the Property Profile if a selection is made in the On-Site Fossil Fuel Combustion section on the PW1.

New questions on the Plans/Work (PW1) tab and the Schedule of Occupancy related to Local Law 154 of 2021:

Plans/Work (PW1)

On-site Fossil Fuel Combustion (Local Law 154 of 2021) *

- ☐ Building used by a regulated utility for energy generation.
- ☐ Building operated by the NYC Department of Environmental Protection for treatment of sewage or food waste.
- ☐ Filing by or on behalf of the NYC School Construction Authority.
- ☐ Building where 50 percent or more of the dwelling units are subject to a regulatory agreement, restrictive declaration, or similar instrument with a federal, state, or local governmental entity or instrumentality for the creation or preservation of affordable housing.
- ☒ None of the above.

Schedule of Occupancy

Is the use of fossil fuel necessary for any of the following uses or purposes?*

☒ Yes ☐ No

Specific Use (check all that apply) *

- | | | |
|---|--|---|
| ☐ Laboratory | ☐ Laundromat | ☐ Hospital |
| ☐ Crematorium | ☐ Emergency Standby power | ☐ Manufacturing use or Purpose |
| ☐ Commercial Kitchen (As defined in Fire Code Section 602) | | |

January 2024 – On-Site Fossil Fuel Combustion Limitations (Local Law 154 of 2021)

Based on the answers to the PW1 and SO questions in the previous slide, as well as the Occupancy Classification and number of Building Stories entered on the Zoning Information tab, **a banner will appear on the job filing and on the Property Profile in the DOB NOW public portal when the job is approved.**

Proposed Occupancy Classification selected is R-3:

 **No Fossil Fuel:** This building cannot use or contain any fossil fuel (Local Law 154 of 2021). 

Job Filing Number	Proposed Occupancy Classification	Proposed Building Stories as defined in the Building Code
B00000000-I1	R-3-Residential (1 and 2 Family Houses)	3

Proposed Occupancy Classification selected is other than R-3; the number of Building Stories is less than 7; and selection under On-Site Fossil Fuel Combustion on the PW1.

 **Partial Fossil Fuel:** This building has been approved for fossil fuel for service hot water (Local Law 154 of 2021). 

Job Filing Number	Proposed Occupancy Classification	Proposed Building Stories as defined in the Building Code
B00000000-I1	R-2-Residential (Apartment Houses)	5

Same as above; the answer to the question on the Schedule of Occupancy “Is the use of fossil fuel necessary for any of the following uses or purposes” is Yes; and one or more Specific Use is selected for a specific floor:

 **Partial Fossil Fuel:** This building has been approved for fossil fuel for service hot water (Local Law 154 of 2021). 

 **Partial Fossil Fuel Exemption:** This building has been approved for fossil fuel for a specific floor/use(s) (Local Law 154 of 2021). 

Job Filing Number	Proposed Occupancy Classification	Proposed Building Stories as defined in the Building Code
Q00000000-I1	F-1-Factory and Industrial (Moderate Hazard)	2

Floor Number	Specific Use
Floor Number(s) - 1	Manufacturing use or purpose
Floor Number(s) - 2	Manufacturing use or purpose

December 2023 – Building Schedule of Occupancy

Building Schedule of Occupancy in the DOB NOW public portal has added features to **Print to PDF**, Export to excel and filters for the columns.

Building Schedule of Occupancy

Existing Proposed

Floor	Status ...	Occupancy Type	Building Code	Building Code	Occupancy Classificatio...	Occupancy Classificatio...	Occupancy Group	Occupancy Group	Description of Use	Description of Use
Attic	Active			2022		Educational		F		

Clear all filters

Export all data as excel

Export visible data as excel

Columns:

- ✓ Floor
- ✓ Status
- ✓ Occupancy Type
- ✓ Building Code
- ✓ Building Code
- ✓ Occupancy Classification
- ✓ Occupancy Classification
- ✓ Occupancy Group
- ✓ Occupancy Group
- ✓ Description of Use
- ✓ Description of Use

1 / 1 15 items per page

Print to PDF

December 2023 – Notifications on the Public Portal

A tab has been added to the **DOB NOW Public Portal Property Profile** page to view all **Notifications** submitted on that property.

← Back

Property Profile

Home

1 BROADWAY | MANHATTAN 10004 | BIN# 1000043

Building Schedule of Occupancy

Certificate of Occupancy

Certificate of Compliance

Active Tenant Protection Plans

After Hour Variance

Energy Submission

Notifications

Notifications

Action	Notification Number	Notification Type	Notification Status	Associated Job #	Notified By	Created Date
		All				
	M00468971-I1 - 6880	Suspended Scaffold	Received	M00468971-I1	BUILD 138	11/29/2023
	M00468971-I1 - 5543	Suspended Scaffold	Received	M00468971-I1	BUILD 138	11/21/2023

December 2023 – Vacate Order

When DOB has issued violations for failure to obey a vacate order to a property with a Full or Partial Vacate Order, the **Vacate Order banner on the DOB NOW Property Profile will include the civil penalty amount due.** (The civil penalty is paid at the borough office where the property is located.)

[← Back](#)

Property Profile

[Home](#)

395 SMITH STREET | BROOKLYN 11231 | BIN# 3007961

[Building Schedule of Occupancy](#)[Certificate of Occupancy](#)[Certificate of Compliance](#)[Active Tenant Protection Plans](#)[After Hour Variance](#)[Energy Submission](#)[Notifications](#)

 Energy Efficiency Rating (Local Law 33 of 2018)[View](#)

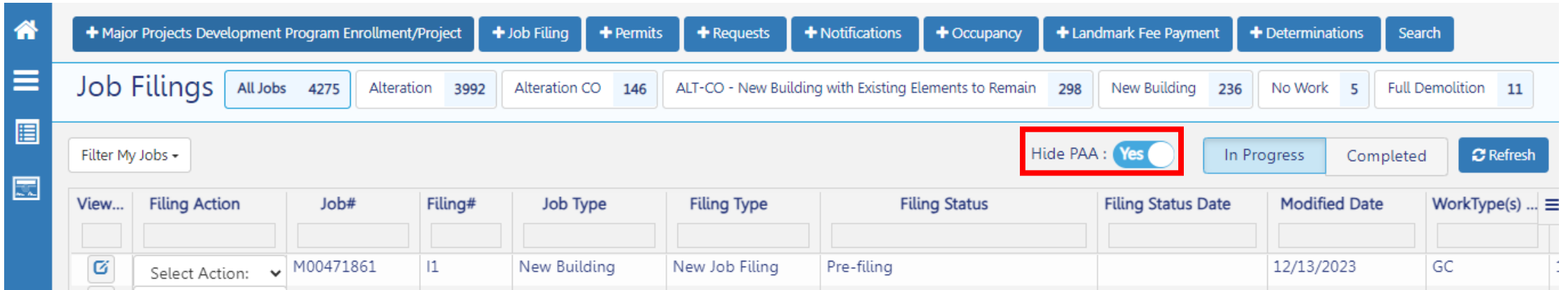
STOP WORK ORDER EXISTS ON THIS PROPERTY

PARTIAL VACATE EXISTS ON THIS PROPERTY - DOB Civil Penalties of \$6,000.00 for Failure to Obey a Vacate Order violation must be paid to lift the Vacate Order.

VIOLATION FOR FAILURE TO CERTIFY CORRECTION OF CLASS 1 VIOLATION EXISTS ON THIS PROPERTY - DOB CIVIL PENALTIES DUE

December 2023 – PAA Filter

On the Job Filings Dashboard, a **filter** has been added to Hide **PAA filings**.



The screenshot displays the Job Filings Dashboard interface. At the top, there is a navigation bar with icons for Home, Menu, Lists, and Reports. Below this is a header section with tabs for various project types: Major Projects Development Program Enrollment/Project, Job Filing, Permits, Requests, Notifications, Occupancy, Landmark Fee Payment, Determinations, and a Search button. The 'Job Filings' tab is active, showing a summary of job counts: All Jobs (4275), Alteration (3992), Alteration CO (146), ALT-CO - New Building with Existing Elements to Remain (298), New Building (236), No Work (5), and Full Demolition (11). Below the summary, there is a 'Filter My Jobs' dropdown and a 'Hide PAA' toggle switch set to 'Yes'. To the right of the toggle are buttons for 'In Progress', 'Completed', and 'Refresh'. The main table displays job details with columns: View..., Filing Action, Job#, Filing#, Job Type, Filing Type, Filing Status, Filing Status Date, Modified Date, and WorkType(s) ... The first row shows a job with Job# M00471861, Filing# I1, Job Type New Building, Filing Type New Job Filing, Filing Status Pre-filing, Filing Status Date 12/13/2023, and WorkType(s) GC.

View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Filing Status Date	Modified Date	WorkType(s) ...
	Select Action: ▼	M00471861	I1	New Building	New Job Filing	Pre-filing		12/13/2023	GC

December 2023 – Mechanical Scope of Work

For Mechanical System filings, if **Associated Ducts and Piping** is selected as a subcategory, information no longer needs to be added for this subcategory to the **Equipment Specification Table**. Associated Ducts and Piping will not appear on the Certificate of Compliance.

Mechanical Information

If a Certificate of Compliance (Equipment Use Permit) is required, you must select Yes to the question below.

Subcategory*

Select:

Select:

Air Conditioning Systems

Cooling Towers

Generators

Heating Systems

Heating and Air Conditioning Systems

Refrigeration Systems

Ventilation Systems

Item Name*

Item Description*

Number of Items*

Capacity Number*

Equipment Efficiency*

Efficiency Units*

Select:

Manufacturer Name

Is a Certificate of Compliance Needed?*

Yes

No

Model Name and Number

200 characters remaining

Serial Number

200 characters remaining

Add

Cancel

December 2023 – Worker/Contractor Shed Subcategory

Worker/Contractor Shed is a new subcategory for **Protection and Mechanical Methods (PMM)** filings.

A Department of Buildings permit is required to install a worker shed, contractor shed, contractor office, or similar structure. A permit is not required if the structure does not exceed 1 story in height and 120 square feet in area and is located more than 30 feet from another similar structure. Review [BC3303.16](#) for the specific requirements.

Protection and Mechanical Methods (check all subcategories that apply)*

☐ Chute	☐ Hoisting Equipment	☐ Roof Overhead Protection
☐ Cocoon	☐ Mechanical Demolition Equipment	☐ Roof Protection
☐ Engineered Enclosure System	☐ Platform	☐ Netting
☒ Worker/Contractor Shed (BC3303.16)	☐ Other	

December 2023 – ZD1 Validation for Subsequent Filings

For **subsequent filings** with the work types **Foundation, Structural, Support of Excavation and/or Earthwork**, a permit cannot be created until the **ZD1 is approved on the initial (I1) filing**.

B00812260-I1

Plans/Work (PW1)

Zoning Information

Energy

Scope of Work

Schedule of Occupancy

Technical Report

Technical Report (TR1/4/5/5H)

Technical Report (TR8) - Energy Code

Documents

Incomplete/Objections/ Appointments

Work Permit (PW2)

Site Safety

Statements & Signatures

Additional Supporting Documents

Zoning Documents

ZD1 Required/Review In progress

Document Name	Document Status	Prior To	Upload	Action
No Document Review in Progress				

ZD1 Document Accepted

Document Name	Document Status	Prior To	Upload	History
ZD1: DOB Zoning Diagram	Accepted	Filing		Trace History

ZD1 Documents History

Document Name	Document Status	Uploaded date	History
ZD1: DOB Zoning Diagram	Submitted	06/29/2023 04:30:13 PM	Comment History Trace History

December 2023 – Email Notification TR1/TR8

After a **progress/special inspector** on a TR1/TR8 inspection **completes the Identification of Responsibilities section**, the applicant of record, owner, filing representative, and delegated associates will receive an **email notification**.

Recipient: Applicant of Record, Owner, Filing Rep, Delegated Associates,
Progress/Special Inspector

Subject: Progress/Special Inspector Identified for Job/Filing/Address

This email references Job/Filing/Address.

<Special/Progress Inspector's Name> License Number <License
Number> has completed the Identification of Responsibility section for
the <Name of Technical Report> Technical Report on this filing.

This is an automated message. Please do not reply. If you have any
questions, submit an inquiry at www.nyc.gov/dobhelp.

DOB NOW Support
NYC Department of Buildings

December 2023 – Supersede Applicant and Delete Filings

When a request to **Supersede an Applicant of Record** is processed, the new applicant's information will also **populate on the Design Applicant sections on the TR2 and TR3 tabs**.

Concrete Sampling & Testing (TR2)

Concrete Design Mix (TR3)

Technical Report (TR8) – Energy Code

Documents

QA Failed Reasons

Incomplete/Objections/
Appointments

Work Permit (PW2)

Letter of Completion (PW7)

Design Applicant's Statement and Signature*

☒ I certify that I will ensure that the licensed concrete testing laboratory to be identified in the TR2 associated with this job filing and engaged by the owner to perform tests on the work at the location specified in this job filing is acceptable. I further certify that if the licensed concrete testing laboratory identified in the associated TR2 is not acceptable, I will so notify the Department of Buildings (BC 1704.1).

Falsification of any statement is a misdemeanor under the NYC Administrative Code and is punishable by a fine or imprisonment, or both. I am aware of the additional sanctions imposed on false filing by § 28-211.1.2 of the NYC Administrative Code.

I have personally reviewed all information in this submission. I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the Certification terms herein. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand, and I further agree that an uploaded electronic image of my signature and professional seal that is part of this job filing is hereby applied to this signed statement and each document and statement listed above as if I had personally signed and sealed these statements and documents by hand.

Name

Date

A **filing representative** associated with a filing has the ability now to **delete a filing**. (if the filing is in pre-filing status and has not been paid for)

View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Sta
				a ✕		pre-filing
	Select Action: ▼	M00972095	I1	Alteration CO	New Job Filing	Pre-filing
	Select Action:	969566	I1	Alteration	New Job Filing	Pre-filing
	Copy Job Filing	962843	I1	Alteration	New Job Filing	Pre-filing
	Delete	921923	I1	Alteration	New Job Filing	Pre-filing
	L2 (Civil Penalty Review)	954157	I1	Alteration	New Job Filing	Pre-filing
	Subsequent Filing					
	Select Action:					
	Select Action: ▼	Q00928228	S1	Alteration	Subsequent Filing	Pre-filing

December 2023 – Code Year, Timeout and On Hold Message

- A system fix was made so that the **“Review is requested under which building code”** field on a **subsequent filing** does not get updated with the code year from the initial (I1) filing when the **I1 is resubmitted**.
- **DOB NOW sessions** will now timeout after **30 minutes of inactivity** rather than 15 minutes of inactivity.

- New system message:

Current message

There is a hold on the property associated with this filing. Contact the Borough Commissioner’s Office for assistance.

New message

The address information (street, BIN, and/or lot) has been modified since this filing was submitted. Search in the DOB NOW public portal for the new address information and submit a help ticket at www.nyc.gov/dobhelp requesting to update the address information on the filing. You will be able to proceed with the filing once the information has been updated.

October 2023 – Artwork on Temporary Structures

Additional questions added to the **Artwork on Temporary Protective Structures section** on the Owner's Attestation under Statements & Signatures. This expands on the question that was added to Owner's Attestation on September 1, 2023 for Local Law 163 of 2021.

Artwork on Temporary Protective Structures

11. Are you opting out of the requirement to install artwork on temporary protective structures (sidewalk sheds, construction fences, and supported scaffolds that have been installed for at least 90 days)? If no is selected, an approval letter from the NYC Department of Cultural Affairs (DCLA) will be a Required Document. (NYC Building Code 3307.11)*

☒ Yes ☐ No

12. Reason: (select one)*

- ☐ Property is City-owned and funding has not been appropriated for the display of artwork.
- ☐ Project receives capital funding from New York City and funding has not been appropriated for the display of artwork.
- ☐ The DCLA City Canvas art program has not yet been implemented.
- ☐ The proposed alternative artwork has not yet been approved by DCLA.
- ☐ Other

October 2023 – Sidewalk Shed Scope of Work, Parapets

A **new question** added to the **Sidewalk Shed Scope of Work** to indicate if the work is related to the required periodic observation of the building's **parapet** (1 RCNY 103-15).

Sidewalk Shed Scope of Work

Shed Type:*

Light

Is the sidewalk shed related to the required periodic observation of the building's parapet (1 RCNY §103-15)?*

☒ Yes ☐ No

[Parapet information on the DOB website](#)
[Parapet FAQs](#)

October 2023 – CCD1 Requests, ZRD1 Requests and Requests for Second Review of Plan Examination Objections

Beginning on October 30, 2023, CCD1, ZRD1, and requests for Second Review of Plan Exam Objections for both BIS and DOB NOW jobs will be submitted in DOB NOW: Build. Electrical Special Permission requests will continue to use the current paper CCD1 process.

The screenshot shows the 'Job Filings' section of the DOB NOW: Build interface. The top navigation bar includes tabs for 'Major Projects Development Program Enrollment/Project', 'Job Filing', 'Permits', 'Requests', 'Notifications', and 'Occupancy'. The 'Job Filings' section displays a table with columns: 'View...', 'Filing Action', 'Job#', 'Filing#', and 'Job Type'. The table lists several jobs, each with a 'Select Action:' dropdown menu. The 'Requests' dropdown menu is open, showing a list of request types: Energy, Letter of Completion, PA Certificate of Operation, Site Safety, Temporary BIN, Tenant Protection Plan, Refile - Full Demolition, **Second Review of Objection** (highlighted with a red box), Board of Standards and Appeals, and CD5 Application Amendment.

View...	Filing Action	Job#	Filing#	Job Type
	Select Action: ▼	S00459861	I1	Alteration
	Select Action: ▼	X00459856	I1	Alteration
	Select Action: ▼	M00457801	I1	Alteration
	Select Action: ▼	M00452192	I1	Alteration
	Select Action: ▼	M00450369	I1	Alteration
	Select Action: ▼	M00398551	S1	Alteration CO
	Select Action: ▼	X00459823	I1	Alteration

The screenshot shows the 'Determinations' dropdown menu in the DOB NOW: Build interface. The menu is open, displaying a list of determination types: Pre-Determination, Determination, and Appeal. The 'Determinations' button is highlighted with a black box.

September 2023 – Print Objections

Print to PDF and **Export to Excel** options added to the Objections section of all filings: Schedule of Occupancy, Certificate of Occupancy, Energy submissions, Site Safety Plan requests, and TBIN requests.

← Go to Job Filing

Save

Resubmit

2096430-000001

General Information

Certificate of Occupancy

Documents

Objections

Statements & Signatures

Objections

Export to Excel

Print to PDF

Objection	Status	Action
▼ Administrative Requirements	Open	Edit

September 2023 – Appointments for Reassigned Job Filings

When a job filing is **reassigned** to another plan examiner, any **open appointments will be cancelled**, and an email notification will be sent to the stakeholders on the appointment.

Plans/Work (PW1)
Zoning Information
Cost Affidavit (PW3)
Technical Report 
Technical Report (TR1/4/5/5H)
Documents
Incomplete/Objections/ Appointments
Statements & Signatures

September 2023 – Artwork on Temporary Protective Structures

The Owner's Attestation for Sidewalk Shed, Construction Fence, and Supported Scaffold work types will include the following question:

Artwork on Temporary Protective Structures

11. Are you opting out of the requirement to install artwork on temporary protective structures (sidewalk sheds, construction fences, and supported scaffolds that have been installed for at least 90 days)? If no is selected, an approval letter from the NYC Department of Cultural Affairs (DCLA) will be a Required Document. (NYC Building Code 3307.11)*

☒ Yes ☐ No

Owners who do not opt out of the requirement (i.e. answer 'No' to this question) will be required to display artwork approved by the NYC Department of Cultural Affairs (DCLA) on the temporary protective structure and upload a DCLA Approval of Artwork Required Document. Owners who do not want to opt out of the requirement but do not yet have DCLA approval of the artwork will be required to opt out. A post approval amendment will be required to change the option once DCLA approval is obtained.

[August 2023 Service Notice](#)

September 2023 – Fee Changes

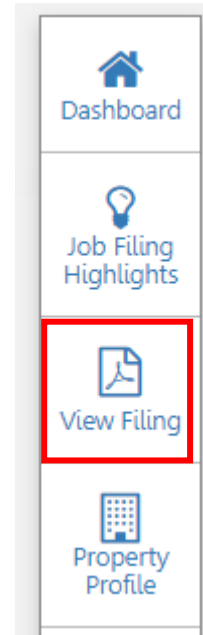
The following fees increased from \$100 to \$130 on September 1, 2023:

- The initial and renewal application fees for AHV permits. The daily fee remains \$80.
- Permit Renewals
- Supersede Requests for applicant of record, owner, or special/progress inspector
- Initial Certificate of Occupancy
- Temporary Certificate of Occupancy renewal without change

August 2023 – Filing PDF Update - Removed by User Lines

Schedule of Occupancy lines with **Removed by User** Status will not print on the PDF generated when selecting **View Filing** on the job filing.

Building Schedule of Occupancy			
Floor	Status	Occupancy Type	Building Code
Cellar	Verified	Final	2014
Floor Number(s) - 1	Active	Final	2014
Floor Number(s) - 2	Verified	Final	2014
Floor Number(s) - 3	Verified	Final	2014
Floor Number(s) - 4	Verified	Final	2014
Floor Number(s) - 5	Verified	Final	2014
Floor Number(s) - 6	Verified	Final	2014
Roof - 7	Removed By User	Temporary	2014
Roof - 7	Verified	Final	2014



Floor: Floor Number(s) - 6								
Existing	Residential	R-2	Apartment House	40	4	2	1	Final
Proposed								Not Applicable
Description Of Use Comments		Existing: (1) CLASS A APARTMENT Proposed:						
Floor: Roof - 7								
Existing	Residential	R-2	Apartment House	100	34	2		Final
Proposed								Not Applicable
Description Of Use Comments		Existing: MECHANICAL ROOM. RESIDENTIAL TERRACE Proposed:						

Additional update on September 29, 2023 – if a floor is removed on a PAA, once the PAA is approved the floor will not display on the Building Schedule of Occupancy.

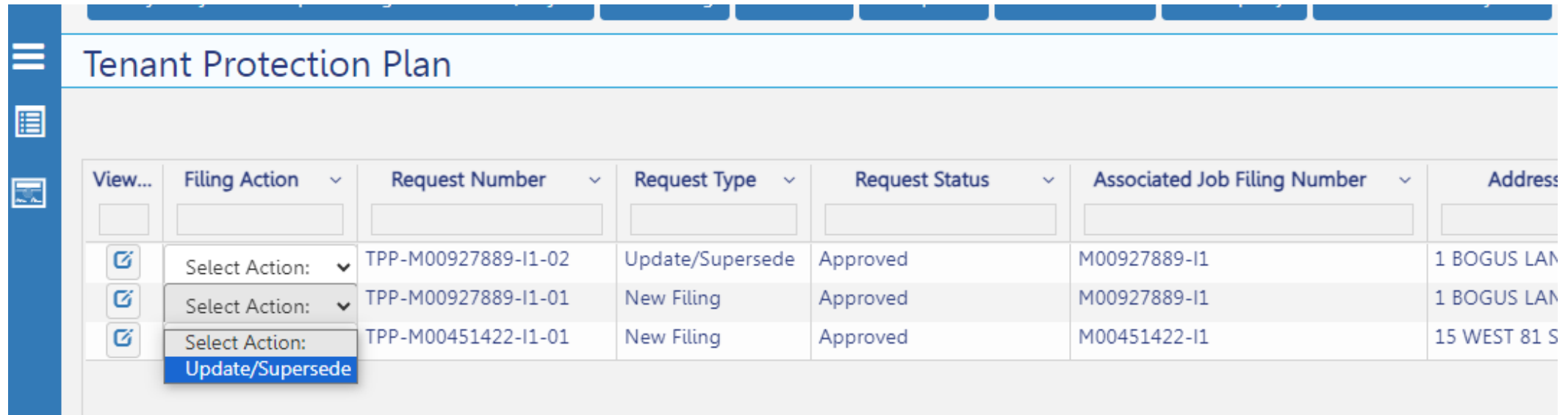
August 2023 – Plan Examiner Location

When a job filing is in Objections status a new field was added to the Job Filing Highlights section to indicate **Plan Examiner Borough**.

Job Filing Highlights		✕
Location	2800 NOSTRAND AVENUE BROOKLYN 11210	
BIN	3429444	
Job Number	B00651958-P9	
Filing Type	Post Approval Amendment	
Job Type	New Building	
Job Status	Job in Process	
Current Filing Status	Objections	
Work Type(s)	Curb Cut	
Job Filing Review Type	Standard Plan Examination or Review	
Created On	08/23/2023	
Parent Job Filing Number	B00651958-Z2	
Work Without Permit Violation	No	
Estimated Job Cost	\$1,000.00	
Owner Type	Corporation	
Building Type	Other	
Project Number		
Plan Examiner Borough	BROOKLYN	

August 2023 – Supersede Applicant on a TPP request

The Applicant on a Tenant Protection Plan Request can be superseded by selecting the Update/Supersede option. Previously this option only allowed updates to the TPP.



The screenshot shows a web application interface for 'Tenant Protection Plan'. It features a table with columns: View..., Filing Action, Request Number, Request Type, Request Status, Associated Job Filing Number, and Address. A dropdown menu is open for the 'Filing Action' column of the third row, showing options: Select Action: (with a dropdown arrow), and Update/Supersede (highlighted in blue). The table contains three rows of data, all with a status of 'Approved'.

View...	Filing Action	Request Number	Request Type	Request Status	Associated Job Filing Number	Address
	Select Action: ▼	TPP-M00927889-I1-02	Update/Supersede	Approved	M00927889-I1	1 BOGUS LAN
	Select Action: ▼	TPP-M00927889-I1-01	New Filing	Approved	M00927889-I1	1 BOGUS LAN
	Select Action: ▼ Update/Supersede	TPP-M00451422-I1-01	New Filing	Approved	M00451422-I1	15 WEST 81 S

August 2023 – Renamed Documents PL/SP/SD Filings

Hydro Flow Test letter renamed to **Hydrostatic Pressure Test** (required prior to LOC, BC 1074.24.1).

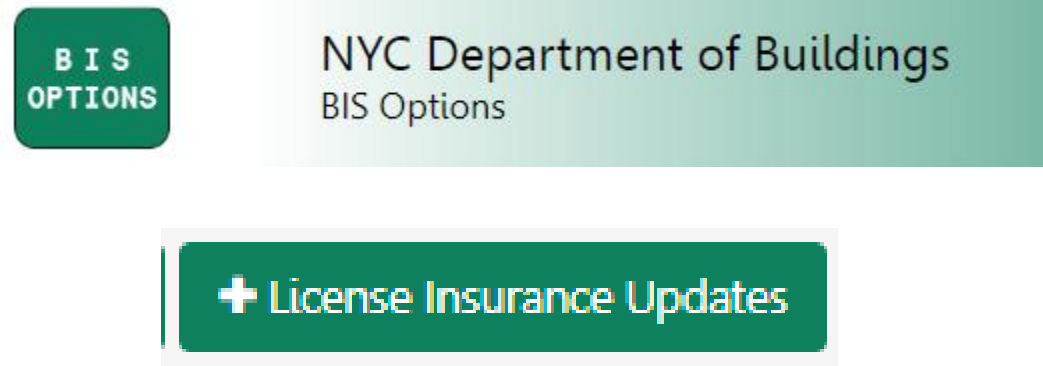
Hydrant Flow Letter renamed to **Hydrant Flow Test Letter** (also now required prior to filing rather than prior to approval to justify Hydraulic Calculations.)

Document Name	Applicable Work Type(s)	Prior to Stage	Waiver	Deferral
Hydrant Flow Test Letter (Hydrant Flow Letter)	PL, SP, SD	Filing	Yes	No
Hydraulic Flow Calculations	PL, SP, SD	Approval	Yes	No
Hydrostatic Pressure Test (Hydro Flow Test Letter)	SP, SD	Sign Off	No	No

August 2023 – License Insurance Updates

Updated insurance information will be available in real-time in DOB NOW: *Build*

When a licensee or registrant updates insurance information in DOB NOW: *BIS Options*, the new information will be available immediately in DOB NOW: *Build* for creating and submitted a permit. Prior to this update, the licensee/registrant had to wait until the next day to apply the new information to a permit.



August 2023 – New Building permit update

The **Work on Floors** field has been removed from the PDF of the work permit for New Building filings.



Work Permit Department Of Buildings

Permit Number:	X00723461-S5-FO	Issued:	02/27/2023
Permit Classification:	FOUNDATION	Expires:	01/18/2024
Address:	BRONX 306 WEST 232 STREET	Issued To:	
		Business:	
Total number of dwelling units at location:	0	License No:	
Number of dwelling units occupied during construction:	0	CS:	
Description:	PROPOSE SUBSEQUENT FOUNDATION WORK FOR NEW 7-STORY MIDDLE SCHOOL BUILDING IN CONJUNCTION WITH NB # X00723461-I1.		



August 2023 – Hurricane Ida Question Removal

The option to select that the work is to address damage caused by remnants of Hurricane Ida will be removed on August 31, 2023.

Fees can no longer be waived, and permit restrictions can be waived using other exceptions on permit applications about protecting public health and safety.

 **Hurricane Ida** - Emergency Executive Order No. 235

I certify that the work described in this application is due to damage caused by the remnants of Hurricane Ida.

☐ Yes ☒ No

<https://www.nyc.gov/assets/buildings/pdf/waiverexpiration-sn.pdf>

August 2023 – Search Screen Update

Sticky Search Screen – when searching for a job number, open one job filing and then select the back button on the web browser. This will return you to the search screen with the search results maintained.

Search

Job Number Search

Certificate of Occupancy Search

BIS Schedule of Occupancy Search

BIN Search

M00426768

Q Search

9 characters remaining

Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Modified Date	WorkType(s)
Select Action: ▼	M00426768	S3	Full Demolition	Subsequent Filing	Pre-filing	12/12/2022	ST
Select Action: ▼	M00426768	P1	Full Demolition	PAA	Approved	12/12/2022	SE
Select Action: ▼	M00426768	S2	Full Demolition	Subsequent Filing	Approved	12/12/2022	SE
Select Action: ▼	M00426768	S1	Full Demolition	Subsequent Filing	Pre-filing	07/27/2023	PL/SP/SD
Select Action: ▼	M00426768	I1	Full Demolition	New Job Filing	Plan Examiner Review	02/13/2023	FD

August 2023 – Filing System Update

Copy functionality – select **Copy Job Filing** from the Filing Action column on any job filing to create a new filing with the same information. An option is provided to add additional work types to the new filing.



The screenshot displays the 'Job Filings' section of a web application. At the top, there are navigation tabs for various project stages: Major Projects Development Program Enrollment/Project, Job Filing, Permits, Requests, Notifications, Occupancy, Landmark Fee Payment, Determinations, and a Search button. Below these, a filter bar shows counts for different job types: All Jobs (10704), Alteration (6784), Alteration CO (129), ALT-CO - New Building with Existing Elements to Remain (96), New Building (1542), No Work (34), and Full Demolition (2119). A 'Filter My Jobs' dropdown is also present. The main table lists individual filings with columns for View, Filing Action, Job#, Filing#, Job Type, Filing Type, Filing Status, Modified Date, WorkType(s), Address, and Boro. A dropdown menu is open for the 'Filing Action' column of the first row (Job# Q00446651), showing options like 'Copy Job Filing', 'Create Work Permit', 'Request Energy Review', etc. The 'Copy Job Filing' option is highlighted.

View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Modified Date	WorkType(s) ...	Address	Boro
	Select Action: ▼	Q00446651	I1	Alteration	New Filing	Pre-filing	08/03/2023	VT	50-40 JACOBUS STREET	QUEENS
	Select Action: ▼	M00446635	I1	Alteration	New Job Filing	Permit Entire	08/03/2023	BE	105 EAST BROADWAY	MANHATT
	Select Action: ▼		I1	Alteration	New Filing	Applicant of Record Review	08/03/2023	VT	398 5 AVENUE	MANHATT
	Copy Job Filing		I1	Alteration	New Filing	Plan Examiner Review	08/03/2023	VT	50-40 JACOBUS STREET	QUEENS
	Create Work Permit		I1	Alteration	New Filing	Plan Examiner Review	08/03/2023	VT	70 NICHOLS AVENUE	BROOKLYN
	Request Energy Review		I1	Full Demolition	New Job Filing	Pending Plan Examiner Assignment	08/03/2023	FD	10 BELLAVISTA COURT	STATEN IS
	L2 (Civil Penalty Review)		I1	Alteration	New Job Filing	Objections	08/03/2023	ST	312 EAST 53 STREET	MANHATT
	PAA (Post Approval Amendment)		I1	Alteration	New Job Filing	Objections	08/03/2023	GC	1 BROADWAY	MANHATT
	Request LOC		I1	Alteration	New Job Filing	Pre-filing	08/02/2023	BE	1 BROADWAY	MANHATT
	Subsequent Filing		I1	Alteration	New Job Filing	Pre-filing	08/02/2023	BE	1 BOGUS LANE	MANHATT
	Supersede									
	View Work Permits									
	Withdrawal									
	Select Action: ▼									

Copy Job Filing:

Copy Data from: M00436484-I1
Job Type: Alteration
Address: 1 BROADWAY, MANHATTAN
Work Type(s): General Construction

Do you want to add Work Type(s)?*

Yes

No

Confirm

Cancel

August 7, 2023

July 2023 – Energy Submissions

Energy submissions from Alteration CO filings will be reviewed by the energy team.

Energy Conservation Code Resources (nyc.gov/codes, select Energy Conservation Code):

Reference Guides

2020 NYCECC

- [Comparison of Mechanical Sections: 2016 NYCECC vs. 2020 NYCECC](#)
- [2016 - 2020 NYC Energy Conservation Code Progress Inspections Comparison Table](#)
- Wall UA Template
 - [Wall UA Template](#)
 - [Instructions for Wall UA Template](#)
 - [Wall UA Template Example](#)
- [Energy Code Tabular Analysis \(May 2020 Version\)](#)
 - [2020 NYCECC Residential Tabular Analysis](#)
 - [2020 NYCECC Commercial Tabular Analysis](#)
 - [2020 NYCECC Appendix CA \(Amendment to ASHRAE 90.1-2016\) Tabular Analysis](#)
- **UPDATED - Energy Code: Supporting Documents How to Guides – May 2020**
 - [General](#)
 - [Building Envelope](#)
 - [Mechanical Systems](#)
 - [Lighting & Electrical Power](#)
 - [Other Requirements](#)

Helpful Links

- [Frequently Asked Questions](#) *(including DOB NOW FAQs)*
- [Energy Code Forms](#)
- [Information for Homeowners](#)
- [Professional Statement](#)

July 2023 – Public Portal Permit Search

Search for DOB NOW permits by applicant

Search the Public Portal

[FAQS](#) | [USER MANUAL](#)


Address


Borough, Block, Lot


BIN


Job Number


Device

New!

Includes BIS Records


Licensee


Violation

New!


Application Search

Application Search

Search by *

☒ DOB NOW Permits by Applicant

Permits by Applicant *

Select Applicant Type ▼

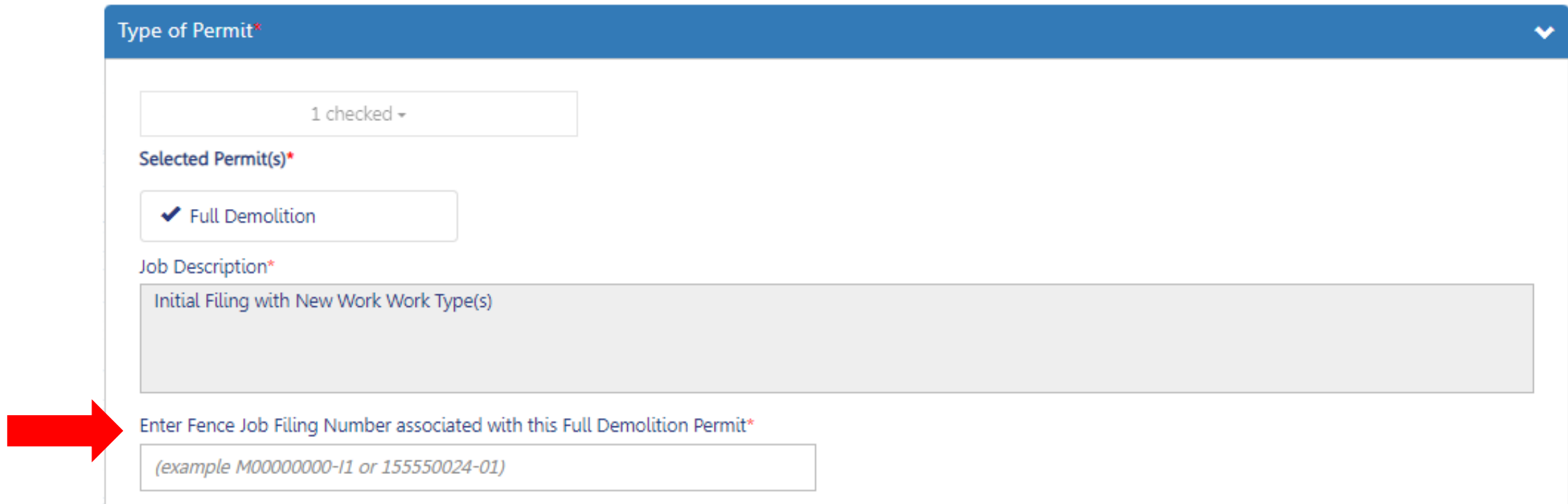
License/Tracking Number*

Enter License Number e.g. 123456

Search

July 2023 – Demolition Permits

Full Demolition Permits require an associated Fence Permit – a question was added on the PW2 to enter a fence job filing number with an active permit that is on the same BIN as the demolition filing.



The screenshot shows a web form titled "Type of Permit*" with a dropdown arrow. Below the title is a box indicating "1 checked". Under "Selected Permit(s)*", a button labeled "✓ Full Demolition" is shown. The "Job Description*" section contains a text area with the placeholder "Initial Filing with New Work Work Type(s)". Below this is a required field labeled "Enter Fence Job Filing Number associated with this Full Demolition Permit*" with a red asterisk. A red arrow points to this field, which contains the example text "(example M00000000-11 or 155550024-01)".

Type of Permit*

1 checked ▾

Selected Permit(s)*

✓ Full Demolition

Job Description*

Initial Filing with New Work Work Type(s)

Enter Fence Job Filing Number associated with this Full Demolition Permit*

(example M00000000-11 or 155550024-01)

July 2023 – Alteration ZD1 Validation

Approved ZD1 validation for Alteration jobs with the Foundation, Structural, Support of Excavation and Earthwork work types – a new question on the PW1 will require entering a related New Building, Alteration CO or Alteration with enlargement job filing number. DOB NOW will check if there is an approved ZD1 and site safety plan on the related job when the permit is created.

Additional Information*

Estimated Job Cost \$*

Total Construction Floor Area (Square Feet)*

Foundation Square Footage*

High-Rise Determination (BC 202) - What is the distance between the highest occupied floor and the lowest level of fire department vehicular access? *

Feet

Is this application filed in connection with a development, enlargement, or change in use, as defined in Zoning Resolution Section 12-10? * ☐ Yes ☐ No

In Conjunction New Building BIS Job Numbers:

Is this job related to any New Building filed in BIS? * ☐ Yes ☒ No

Related DOB NOW/BIS Job Numbers:

Is this job related to any other jobs filed in BIS/DOB NOW? * ☐ Yes ☒ No

July 2023 – System Updates

Protection and Mechanical Methods – Netting was added as a subcategory. A Buildings Bulletin will be posted soon with guidelines on when to use Netting instead of a Sidewalk Shed.

Protection and Mechanical Methods (check all subcategories that apply)*

- | | | |
|--|--|---|
| ☐ Chute | ☐ Hoisting Equipment | ☐ Roof Overhead Protection |
| ☐ Cocoon | ☐ Mechanical Demolition Equipment | ☐ Roof Protection |
| ☐ Engineered Enclosure System | ☐ Platform | ☒ Netting |
| ☐ Other | | |

Email notification updates:

- Applicant withdrawal – all stakeholders on the permit added as email recipients
- Elevator Sign Off CO Requests – all stakeholders on the filing added as email recipients

July 2023 – Supersede & Withdrawal Updates

Supersede Owner requests – a question was added to indicate if the request to supersede the owner is being submitted with the current applicant of record. If no is selected, only the Owner will need to complete the Statements & Signature section and the filing will be put on hold until a new applicant submits a supersede request.

SR000003798

General Information

Documents

Statements & Signature

308

11216

Superseding Owner Information *

Email*

BUILD109@BUILDINGS.NYC.GOV

Owner Type*

NYCHA/HHC

First Name

BUILD

Last Name

109

Business Name

BUILD109 LLC

Business Telephone

2123932481

Business Address

280 BROADWAY

City

NEW YORK

State

NY

Zip Code

10007

Are you submitting this supersede request with the current applicant of record?*

(If No is selected, only the Owner will need to complete the Statements & Signature section and the filing will be put on hold until a new applicant submits a supersede request.)

☒ Yes

☐ No

July 2023 – Sprinkler Scope of Work Updates

Sprinkler Scope of Work – if Dry Pipe is selected, the Reference Standard defaults to NFPA13 but Design Criteria can be Pipe Schedule or Hydraulic Design. If the Design Criteria is Pipe Schedule, a new section was added with four selections.

Specify Type of Sprinkler System*

☐ Antifreeze	☐ Circulating Closed-Loop	☐ Combined Dry Pipe-Preaction
☐ Deluge	☒ Dry Pipe	☐ Gridded
☐ Looped	☐ Multi-Cycle	☐ Preaction
☐ Wet Pipe		

Specify Reference Standard*

☒ NFPA13	☐ NFPA13R	☐ NFPA13D
☐ NFPA20		

Specify Design Criteria*

Pipe Schedule

Select one of the below:

- ☒ Addition or modification of an existing Pipe Schedule system according to NFPA 13 Sec. 23.7.
- ☐ Addition or modification of an existing Extra Hazard Pipe Schedule system.
- ☐ A new system covering 5000 sq. ft. or less.
- ☐ A new system covering more than 5000 sq. ft. where the required water flow of Table 11.2.2.1 is available and there is a minimum residual pressure of 50 PSI at the highest elevation of sprinkler.

July 2023 – System Updates, Energy

Energy Consolidated View - a job level view of all energy submission questions for each filing on one screen.
Feedback welcome!

The screenshot displays the 'Energy Consolidated View' interface. At the top, a progress bar shows the workflow stages: Pre-filing, Pending CPE/ACPE Assignment, Pending PE Assignment, Plan Examiner Review (current stage, marked with a red exclamation point), CPE/ACPE Review, Approved, Permit Issued/Permit Entire, and CO Issued. Below the progress bar, there are 'Save' and 'Resubmit' buttons, and a notification banner stating 'This application includes an Energy submission. The Energy' with a '1 Alerts' button. The left sidebar contains a navigation menu with items: M00647624-I1, Plans/Work (PW1), Zoning Information, Energy (selected), Scope of Work, Schedule of Occupancy, Technical Report, Technical Report (TR1/4/5/5H), Technical Report (TR8) - Energy Code, Documents, and Incomplete/Objections/. The main content area is titled 'Energy' and features a yellow 'Energy Consolidated View' button. Below this, there are sections for 'Energy Requirement Summary' and 'Energy Submissions'. The 'Energy Submissions' section includes a '+ Add' button and a table with columns: View, Filing Action, Request Number, Request Type, Request Status, Applicant of Record, Payment Status, and C. The table contains one row with the following data: View (icon), Filing Action (Select Action), Request Number (EN-M00647624-I1), Request Type (New), Request Status (Objections), Applicant of Record (LEO HILL), Payment Status (Paid), and C (12/23). The right sidebar contains a vertical menu with icons and labels: Dashboard, Job Filing Highlights, View Filing, Property Profile, History, and a button labeled '\$46,586.62 Pay Now'.

View ...	Filing Action	Request Number	Request Type	Request Status	Applicant of Record	Payment Status	C
	Select Action:	EN-M00647624-I1	New	Objections	LEO HILL	Paid	12/23

June 2023 – Public Portal Licensee Search

DOB NOW Public Portal Licensee Search Expanded to Include All Records from Buildings Information System (BIS)

DOB
NOW

DOB NOW
NYC Department of Buildings Self-service for online Permits, Appointments and Applications

DOB
NOW

About DOB NOW

DOB
NOW
BUILD

FAQS | RESOURCES

DOB
NOW
SAFETY

FAQS | RESOURCES

DOB
NOW
LICENSING

FAQS | RESOURCES

B I S
OPTIONS

Contact DOB
Help Form

Search the Public Portal

FAQS | USER MANUAL

Address

Borough, Block, Lot

BIN

Job Number

Device

Licensee

Violation

Licensee

Search below for licensees/registrants by last name, business name, or license number, or search for jobs associated to a Construction Superintendent's license. The search includes records from DOB NOW and the Buildings Information System (BIS).

View

Last Name

▼

Search By Last Name

Search By Last Name

License Type

Select

▼

Search

June 2, 2023

June 2023 – Site Safety Plan Review Fees

New Fees for Site Safety Plan Review

The Department of Buildings' rules have been amended to include fees for site safety plan review.

The new site safety plan review fees are:

Initial filing \$610

Amended filing \$545

DOB NOW jobs

Applicants for jobs filed in DOB NOW: Build are required to pay the \$610 review fee before the initial Site Safety Request for Site Safety Plan review on a job filing can be submitted.

Payment of the \$545 review fee will be required each time an update to the approved site safety plan is submitted. A new question has been added to Update requests to indicate whether plans are being updated/amended. If yes is selected, the fee is required. If only the stakeholder is being superseded, there will not be a fee.

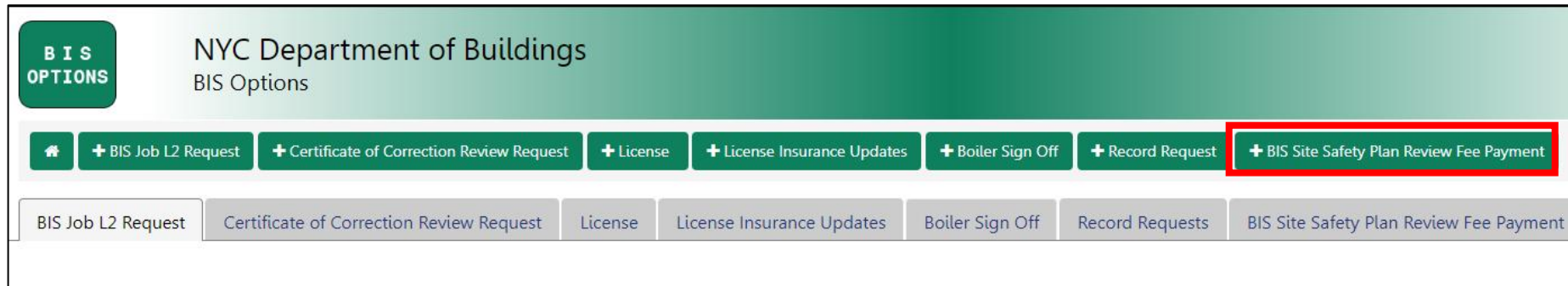
No fee is required for waiver requests.

June 2023 – Site Safety Plan Review Fees

New Fees for Site Safety Plan Review

BIS jobs

For site safety plans submitted for BIS jobs, the review fees are required to be paid before the initial or amended site safety plan is submitted to DOB. To pay the fee, login to DOB NOW at nyc.gov/dobnow and select the **BIS Options** icon. From the BIS Options dashboard, select **+BIS Site Safety Plan Review Fee Payment**.



Enter the BIS job number and select payment type initial site safety plan review or amended site safety plan review. An amended site safety plan review fee of \$545 is required before submitting amendments to an approved site safety plan if it is not minor revisions as described in the [Site Safety Plan \(SSP\): Minor Revisions Industry Notice](#).

Once payment is made, email the receipt of payment with the site safety plan to the Construction Safety Compliance Plan Examination Unit at cscplanexam@buildings.nyc.gov.

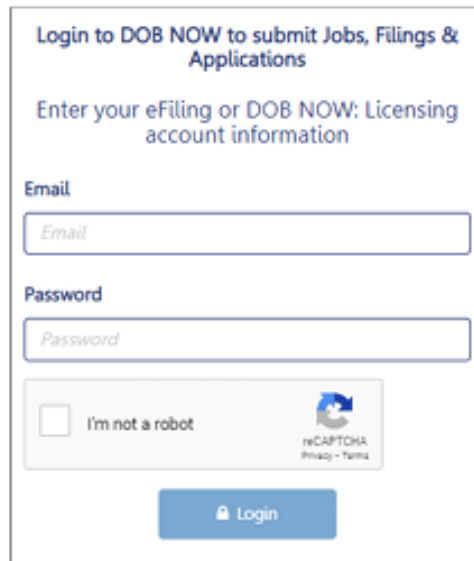
May 2023 – Quick Guide for Owners

New DOB NOW: *Build* Statements & Signatures Quick Guide for Owners

DOB NOW: *BUILD* – STATEMENTS & SIGNATURES QUICK GUIDE | May 2023

All job filings in DOB NOW require confirmation from the Owner authorizing the applicant to submit the filing and acknowledging that the information in the application has been reviewed. An Owner provides confirmation by completing the **Owner's Attestation** section of the **Statements & Signatures** tab:

STEP 1: Log into DOB NOW at www.nyc.gov/dobnow using the email address provided to the applicant and entered by the applicant into the Owner Information section of the job filing. Select the **DOB NOW: *Build*** icon, then select **New Building, Alteration, Full Demolition, No Work**.



Login to DOB NOW to submit Jobs, Filings & Applications

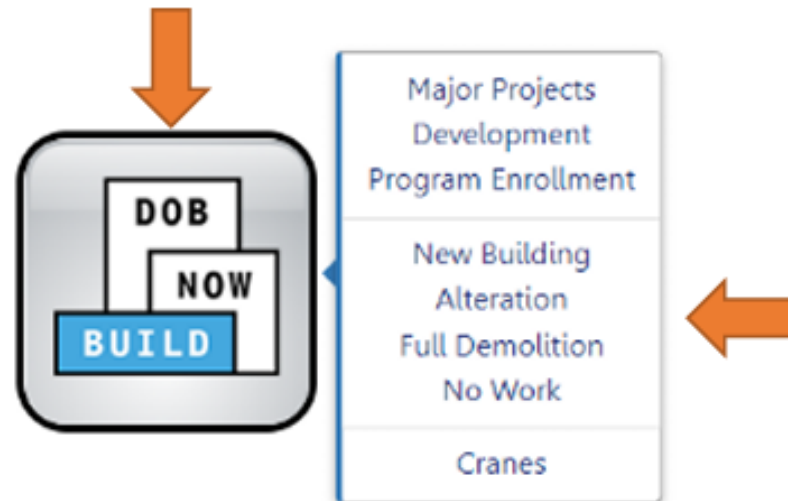
Enter your eFiling or DOB NOW: Licensing account information

Email

Password

☐ I'm not a robot 

[reCAPTCHA](#)
Privacy - Terms



May 2023 – Payment Methods

New Online Payment Methods in DOB NOW

- DOB NOW payment options expanded to include **PayPal** and **Venmo** for all transactions. PayPal and Venmo payments have a non-refundable 2% convenience fee, which is assessed on the total payment amount due.

Enter Payment Details

1. Select Items 2. Enter Payment 3. Review and Pay

Item Total:	\$390.00
Service Fee:	\$7.80
Payment Amount:	\$397.80

FILING BALANCE - ALTERATION TYPE 2
DOB NOW Build
Job Filing - Alteration : M00427612-11
Filing Fees
\$225.00

Record Management Fee: Other
DOB NOW Build
Job Filing - Alteration : M00427612-11
Filing Fees
\$165.00

PayPal eCheck Credit Card

PayPal/Venmo payments are charged a service fee of 2.00% of the payment amount. This fee is nonrefundable.

Please click on the PayPal or Venmo button to make payment

PayPal

venmo

May 2023 – Subsequent Filings (1)

Create a subsequent filing when an initial filing is in pre-filing status. Subsequent filings can be submitted only after the initial filing is submitted.

What changed?

Subsequent filings could not be submitted until after the initial job filing was *submitted*. Now a subsequent filing can be created when the initial filing is in *pre-filing* status. However, the subsequent filings cannot be submitted until after the initial filing is submitted.

What are the benefits of this change?

All filings associated with a job can be created at the same time. This is especially useful for owners who need to complete the Statements & Signature section on each filing. Owners will no longer have to wait for the initial filing to be submitted and can log in and attest to the subsequent filings at the same time as the initial filing.

What are the benefits of creating subsequent filings?

All filings with the same job number will go to the same plan examiner or team and the Records Management Fees are paid on the initial filing only. It is also beneficial to have one job number to connect all of the work on a project.

May 2023 – Subsequent Filings (2)

What is a subsequent filing?

A subsequent filing is an additional filing under the same job filing number that allows an applicant (the same one on the initial or a new applicant) to add new scope of work and new work types to a job on the same property. A subsequent filing can have a different review type (standard plan examination/professional certification) than the initial filing. Once submitted, a subsequent filing functions as a separate application. It can be permitted before the initial is permitted and a Letter of Completion (LOC) is requested separately on each filing.

How do I create a subsequent filing?

From the DOB NOW: *Build* dashboard, select **Search**. Select **BIN Search** to find filings on the BIN or select **Job Number Search** if the job number is already known. From the Filing Action column next to the initial (I1) filing, select action **Subsequent Filing**.

The screenshot shows the DOB NOW: Build dashboard. The top navigation bar includes buttons for Major Projects Development Program Enrollment/Project, Job Filing, Permits, Requests, Notifications, BIS Schedule of Occupancy, Certificate of Occupancy Request, Landmark Fee Payment, and Search. The Search section is active, showing tabs for Job Number Search, Certificate of Occupancy Search, BIS Schedule of Occupancy Search, and BIN Search. The Job Number Search tab is selected, and the input field contains '2002289'. The Search button is highlighted. Below the search results, a table lists filings for Job# X00843683. The first row shows an 'I1' filing with status 'Approved'. A dropdown menu is open for the 'Filing Action' column, showing options like 'Create Work Permit', 'L2 (Civil Penalty Review)', 'PAA (Post Approval Amendment)', 'Request TPP', 'Subsequent Filing', 'Supersede', 'View Work Permits', 'View AHV Permits', and 'Withdrawal'. The 'Subsequent Filing' option is highlighted.

Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Modified Date	WorkType(s)	Address	Borough
Select Action: ▼	X00843683	I1	Alteration	New Job Filing	Approved	03/28/2023	GC	1200 COLLEGE AVENUE	BRONX
Select Action:		I1	Alteration	New Job Filing	LOC Issued	10/07/2022	GC	1200 COLLEGE AVENUE	BRONX
Create Work Permit		I1	Alteration	New Filing	Signed Off	06/28/2022	VT	1200 COLLEGE AVENUE	BRONX
L2 (Civil Penalty Review)		I1	Alteration	New Job Filing	Complete	11/03/2018	EL	1200 COLLEGE AVENUE	BRONX
PAA (Post Approval Amendment)									
Request TPP									
Subsequent Filing									
Supersede									
View Work Permits									
View AHV Permits									
Withdrawal									

May 2023 – AHV Renewal Update

- After Hours Variance Permit Form will show the **Allow AHV Renewal** flag.

After Hours Variance Permit Form

M2982380

Trace History

Dashboard

Initial Filing Status Information

Variance Type * Initial

Type of Permit

Job Number	Work Permit Number	Work Type	Permit Source
M00421069-I1	M00421069-I1-PMM	PMM	DOB NOW

Contractor

Email*

APPLEROME16@GMAIL.COM

License Type*

Contractor

License Number*

609335

Application Highlights

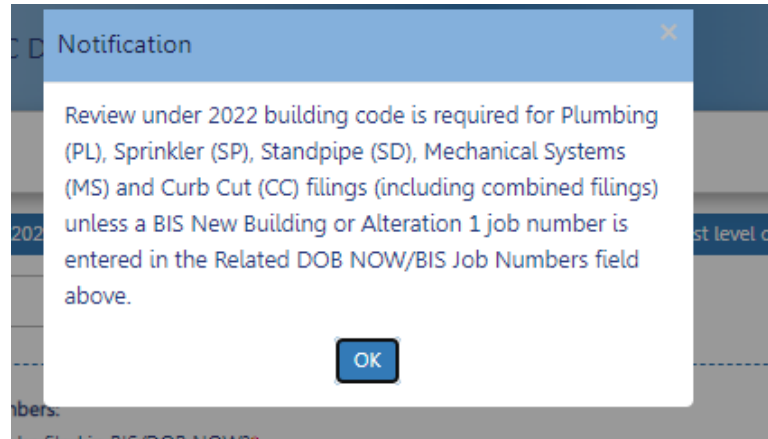
Location	68 EAST 80 STREET MANHATTAN
AHV Permit Number	M2982380
AHV Permit Status	AHV Permit Issued
Reason of Approval	Business Hours Operations Interruption
Allow AHV Renewal	No
Initial Fee/Renewal Fee	\$0.00
Daily Fee	\$0.00

Fees

Notification			
When this AHV permit was approved, the reviewer indicated that renewals are not allowed. Create a new AHV request to continue.			
OK			
Variance Type	Address	Borough	
Initial	68 EAST 80 STREET	MANHATTAN	
Initial	119 WORTH STREET	MANHATTAN	
Initial	17 ANN STREET	MANHATTAN	
Renewal	119 WORTH STREET	MANHATTAN	
Initial	119 WORTH STREET	MANHATTAN	

May 2023 – Schedule of Occupancy & Alteration Updates

- **Schedule of Occupancy corrections** after a Final Certificate of Occupancy is issued.
 - This addresses the following system defect:
A Final CO is issued on a BIN. On that same BIN, a new Job Schedule of Occupancy (JSO) is created for a new job number. The new JSO is approved. A user tries to create a correction on that new JSO but was getting a message that “Final CO issued. Cannot create Correction.” The user will now be able to create the correction on the new JSO even though a Final CO is on the BIN.
- **Review under 2022 building code for Alteration filings.** The system message is being updated to make it clearer when a code year other than 2022 can be selected. Current system message is “Please provide BIS jobs filed in BIS prior to November 7, 2022 to proceed.”



https://www.nyc.gov/assets/buildings/pdf/2022_code_changes_dobnow.pdf

May 2023 – Record Request Updates

- In DOB NOW: *BIS Options* Record Requests, **Alternate Pick Up Person's name** will display

NYC Department of Buildings
BIS Options

Welcome, ADAM J
AJJOESTEST2@GMAIL.COM
Need Help?
Sign Out

Save Submit

REC-0003194

General Information

Documents

Statements & Signature

12345	WEST STREET	1090107
10020	BROADWAY	1090111
10030	BROADWAY	1813764
10040	BROADWAY	1813765

Requestor Information

Email	Last Name	First Name
AJOESTEST2@GMAIL.COM	JOE2	ADAM
Business Address	City	State
AJ2	NYC	NY
Zip Code	Business Telephone	Old Expeditor ID
10000	2012223333	Not Available

Alternate Pick Up Person

Email	Name
KKMITTAPALLI@BUILDINGS.NYC.GOV	KIRAN KUMAR MITTAPALLI

Comments

Test

April 2023 – Technical Report and Supersede/Withdrawal

- **Designated Seismic System** technical report was changed from conditional to optional for Structural (ST) and Foundation (FO) and removed from filings that are not being reviewed under the 2022 code.
- New Supersede/Withdrawal functionality for Site Safety Plan applicants

Supersede:

Site Safety Plan applicant	DOB NOW: <i>Build – Site Safety Requests dashboard</i> select 'Update Approved Site Safety' under Filing Action	Applicant
----------------------------	--	-----------

Withdrawal:

Site Safety Plan applicant	DOB NOW: <i>Build – Site Safety Requests dashboard</i> select 'Withdraw' under Filing Action	Applicant or Owner
----------------------------	---	--------------------

https://www.nyc.gov/assets/buildings/pdf/supersede_and_withdrawal_guide.pdf

March 2023 – Full Demolition

As of March 6, 2023, all new Full Demolition (FD) jobs are required to be filed in DOB NOW: *Build*.

The below will apply to FD jobs filed in BIS prior to DOB NOW Launch.

BIS Job Status	Application Received on Date in BIS	Plans Approved as of Current Date	To Continue Job After DOB NOW Launch
A	N/A	N/A	Refile as new FD job in DOB NOW
E	Less than one year from the current date	Yes or No	Continue job in BIS
	More than one year and less than two years from the current date	No*	Refile job in DOB NOW and pay minimum filing fee (\$260)
	More than two years from the current date	No*	Refile as new FD job in DOB NOW and pay full filing fees in effect on date of refiling
All other statuses	Any date	Yes	Continue job in BIS until further notice

March 2023 – Letter of Completion

- Job extension added to the Letter of Completion (LOC)



NYC Department of Buildings
280 Broadway, New York, NY 10007
Kazimir Vilenchik, Acting Commissioner

Letter of Completion

BUILD 138
280 BROADWAY
NEW YORK, NY 10007

Re: 750 LYDIG AVENUE, BRONX
Job #: X00434699-I1
Block: 4291 Lot: 24

Dear BUILD 138:

The work related to the above application is completed and was signed off in DOB NOW: Build on 2/28/2023.

Based on the nature of the work filed on this job, filing a new certificate of occupancy is not required.

March 6, 2023

March 2023 – Mechanical Scope of Work

- Mechanical Scope of Work Updates:
 - “Certification Number for Listing” field changed to “Serial Number”
 - “Model Name” field changed to “Model Name and Number.” Field added to the Certificate of Compliance
 - Associated job filing number added to Certificate of Compliance for each line of equipment

NYC TM Buildings							
CERTIFICATE OF COMPLIANCE							
Address: 1264 FOREST HILL ROAD, STATEN ISLAND						Issued On: 02/23/2023	
BIN:5837779	Item	Location	Efficiency	Manufacturer Name	Capacity	Job Filing Number	Number of Items
Air Conditioning Systems	q	1	1 COP	1	1 BTU	S00434258-S1	6
	Item Description		heater				
	Model Name and Number		14				
	Serial Number		12				

March 6, 2023

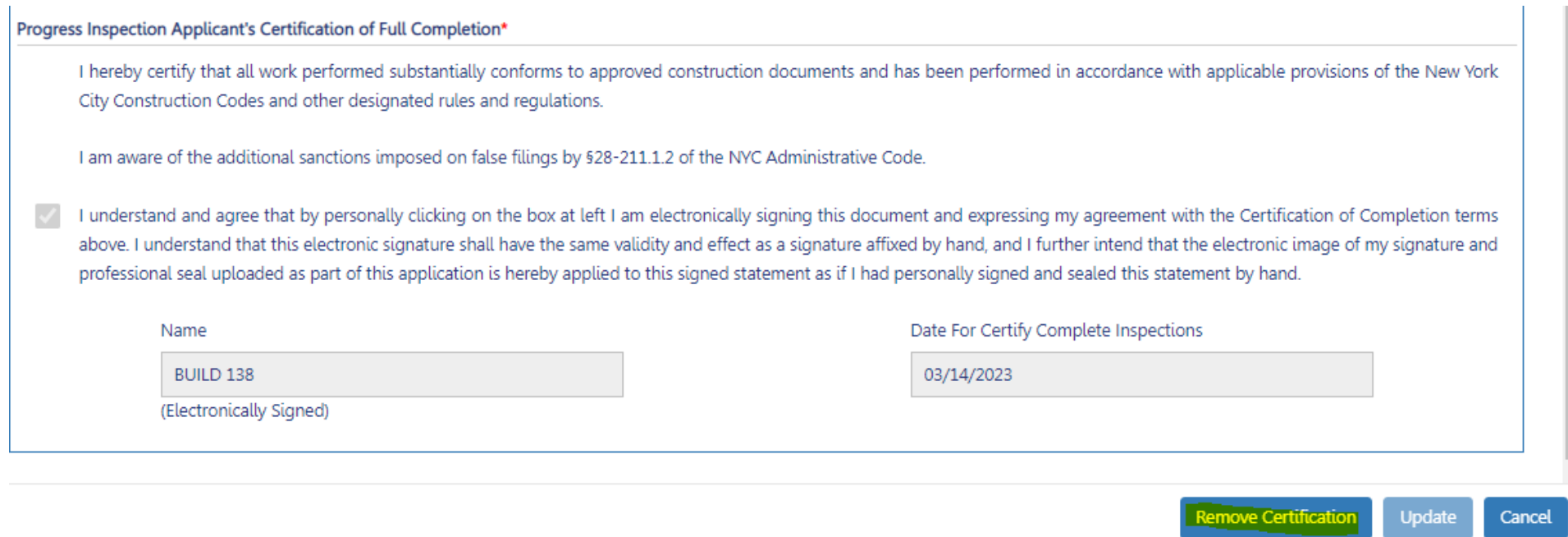
March 2023 – Dashboard

- PAA's moved to the Completed tab on the job filings dashboard

Filter My Jobs ▾										In Progress		Completed	Refresh
View...	Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Modified Date	WorkType(s) ...	Address				
	Select Action: ▾	Q00402277	I1	Alteration CO	New Job Filing	CO Issued	04/02/2021	GC/ST	66-20 BEACH CHANNEL...				
	Select Action: ▾	Q00402219	I1	Alteration CO	New Job Filing	CO Issued	04/02/2021	GC/ST	133-06 160 STREET				
	Select Action: ▾	Q00402277	P1	Alteration CO	PAA	Approved	04/01/2021	GC/ST	66-20 BEACH CHANNEL...				
	Select Action: ▾	Q00402219	P2	Alteration CO	PAA	Approved	03/26/2021	GC/ST	133-06 160 STREET				
	Select Action: ▾	Q00401053	P1	Alteration CO	PAA	Approved	03/03/2021	GC/ST	86-05 130 STREET				
	Select Action: ▾	Q00401053	I1	Alteration CO	New Job Filing	CO Issued	03/03/2021	GC/ST	86-05 130 STREET				
	Select Action: ▾	Q00388254	I1	Alteration	New Job Filing	LOC Issued	12/22/2020	ST	192-01 LINDEN BOULEV...				
	Select Action: ▾	Q00388325	P2	Alteration	PAA	Approved	12/18/2020	ST	159-36 84 STREET				

March 2023 – Technical Reports

- Progress Inspector can remove certification from the Technical Report Final by logging in, editing the Technical Report and selecting the “Remove Certification” option. This option changes the permit status from Signed Off to Permit Issued and allows a PAA to be created.



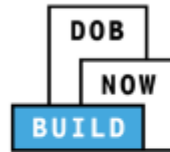
The screenshot shows a web form titled "Progress Inspection Applicant's Certification of Full Completion*". The form contains the following elements:

- A paragraph: "I hereby certify that all work performed substantially conforms to approved construction documents and has been performed in accordance with applicable provisions of the New York City Construction Codes and other designated rules and regulations."
- A paragraph: "I am aware of the additional sanctions imposed on false filings by §28-211.1.2 of the NYC Administrative Code."
- A checked checkbox followed by the text: "I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the Certification of Completion terms above. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand, and I further intend that the electronic image of my signature and professional seal uploaded as part of this application is hereby applied to this signed statement as if I had personally signed and sealed this statement by hand."
- Two input fields:
 - Label: "Name", Value: "BUILD 138", and text below: "(Electronically Signed)"
 - Label: "Date For Certify Complete Inspections", Value: "03/14/2023"
- Three buttons at the bottom right: "Remove Certification" (highlighted in green), "Update", and "Cancel".

- Wood-Seismic Resistance** Technical Report updated as optional for GC filings (was incorrectly populating on some GC filings) https://www.nyc.gov/assets/buildings/pdf/dob_now_technical_reports.pdf

March 2023 – Supersede and Withdrawal Requests

- New Withdrawal and Supersede functionality
 - Withdrawal Site Safety Personnel, Progress/Special Inspector, Progress/Special Inspection, Demolition Subcontractor, Concrete Subcontractor, Concrete Safety Manager
 - Supersede Progress/Special Inspector



Withdrawal and Supersede Guide

Updated March 6, 2023

Use the list below to determine how to withdraw or supersede a stakeholder or withdraw a
DOB NOW: *Build* application.

https://www.nyc.gov/assets/buildings/pdf/dob_now_supersede_withdrawal_sn.pdf

March 2023 – Local Law 97 Questions on PW1

- Local Law 97 questions added to PW1 for Alt-CO and Alt applications with work types GC, MS, PL and BE and building type Other (1,2,3 family buildings are exempt). Gross floor area is defined in 1 RCNY 103-14 section (a).

Additional Information*

Estimated Job Cost \$*

\$100.00

Total Construction Floor Area (Square Feet)*

Does this application include a new roof or the replacing of an entire existing roof deck or roof assembly?*

☐ Yes ☒ No

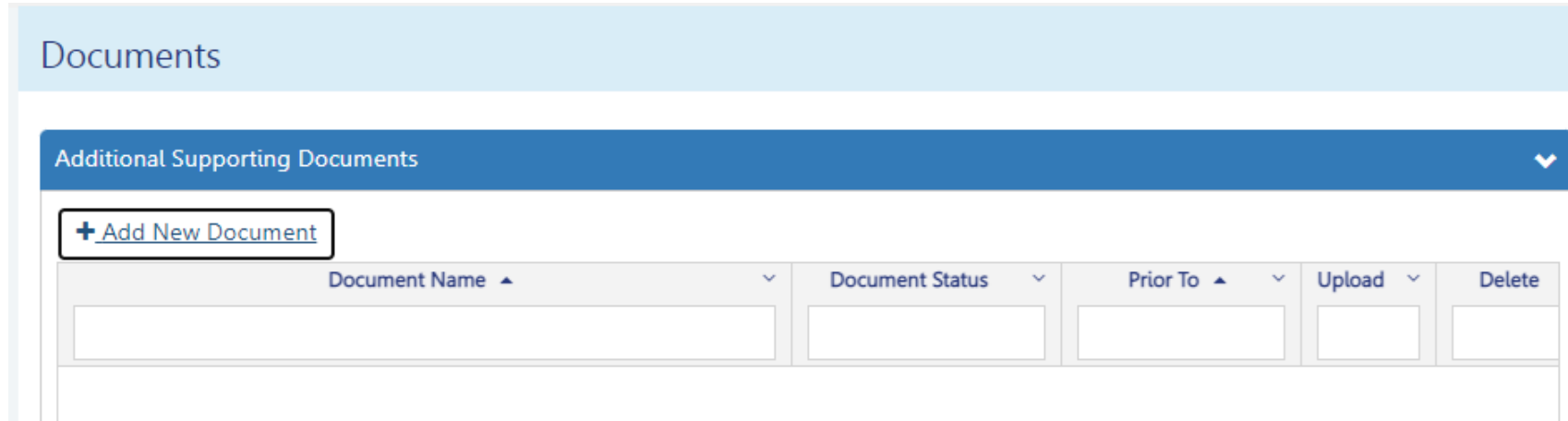
This building's gross floor area (1 RCNY 103-14) is over 25,000 sq. ft. and the alteration work in this application is intended to reduce carbon emissions in accordance with Local Law 97 of 2019.*

☒ Yes ☐ No

How much of the Estimated Job Cost (\$) directly supports LL97 compliance?*

March 2023 – Documents

- The number of allowed Additional Supporting Documents increased to 50.



Documents

Additional Supporting Documents

+ Add New Document

Document Name	Document Status	Prior To	Upload	Delete

- CPC Special Permit** added as a Required Document for the construction of a new hotel or substantial alteration of an existing hotel (based on the selection made in the Schedule of Occupancy, Description of Use, Occupancy Group R-1)
https://www.nyc.gov/assets/buildings/pdf/dob_now_build_waiver_and_deferral_doc_request_list.pdf
- Smoke/Carbon Monoxide Alarms Affidavit** added as an Additional Supporting Document (upload separately instead of with the CO Worksheet)
[Affidavit of Installation & Testing for Smoke and Carbon Monoxide Alarms](#)

March 2023 – Permit Classification

- Permit classification updated to No Work on legalization job filings

[Print To PDF](#)

Work Permit Department Of Buildings

Permit Number: M00429210-S1-BE	Issued: 01/26/2023
Permit Classification: NO WORK	Expires: 01/26/2024
Address: MANHATTAN 22 PARK PLACE	Issued To: MRC TEST
Work on Floor(s): ATTIC-SO-7038-M00429210-I1	Business: A&B CONSERVATION CORP
Total number of dwelling units at location: 2	License No: P-000330
Number of dwelling units occupied during construction: 0	
Description: TEST	



For detailed information regarding this permit, please log on to DOB NOW at www.nyc.gov/buildings.
Call 311 with any questions or complaints.

March 2023 – Landmark Fees

- DOB NOW was corrected so that landmark fees are required on all applicable applications including AN, BE, CC, PL, and ST work types. If it is determined that the application is for interior work, then submit a waiver for the Landmark Approval letter. If the waiver is approved then a refund can be requested for the landmark fee. The Fiscal unit has been informed of this process.

March 2023 – Estimated Job Cost and Technical Reports

- **Estimated Job Cost** field removed from New Building filings

Technical Report updates:

- **Exterior Insulation and Finish System** was removed from the system in error when 2022 TRs were added to the system. EIFS is being restored as an optional TR.
- **Construction Operations Influencing Adjacent Structures** TR will change from conditional (if yes was selected for Structural stability affected by proposed work) to optional. This is a short-term solution. In a future release, a new question will be added to the PW1 to indicate if work has the potential to affect the structural stability of an adjacent structure.

February 2023 – Energy Submissions

Foundation Filings No Longer Require Energy Submissions

- Effective January 26, 2023, Foundation (FO) filings in DOB NOW: *Build* no longer require an Energy Submission. Any prior Energy Submissions in any status have been removed from all Foundation filings.



[Foundation Filings No Longer Require Energy Submissions](#)

February 1, 2023

November 2022 – Public Portal Redesign

New DOB NOW front page (also mobile-friendly)



DOB NOW

DOB NOW
NYC Department of Buildings self-service online for permits, appointments and applications



About DOB NOW



FAQS | RESOURCES



FAQS | RESOURCES



FAQS | RESOURCES

B I S
OPTIONS



Contact DOB
Help Form

Search the Public Portal

FAQS | USER MANUAL



Address



Borough, Block, Lot



BIN



Job Number



Device



Licensee



Violation

Additional Tools



Building Energy Efficiency Rating
Label



Building on My Block/
Zoning Challenge



Elevator License Exam Payment

Login to DOB NOW to submit Jobs, Filings & Applications

Enter your eFiling or DOB NOW:
Licensing account information

Email

Passwords

Login

To use DOB NOW: Build or Safety, register for an eFiling account [here](#). To reset your eFiling password, click [here](#).

Welder, Journeyman and Gas Work Qualification Applicants only – click [here](#) to create a new DOB NOW: Licensing profile. To change your DOB NOW profile password, click [here](#).

Need more help? [Contact us](#).

November 2022 – Zoning Challenges

New Zoning Challenge tool for DOB NOW jobs

- Search for DOB NOW job filings eligible for zoning challenges in the new Building on My Block / Zoning Challenge. Select **+Challenge** within the 45-day challenge period after DOB approval of the ZD1 Zoning Diagram. Challenge appeals can also be submitted through the same portal during the 15-day appeal period after a challenge has been denied.
- There are no changes to the current zoning challenge and appeal process for BIS job filings. Use the BIS Building on My Block portal and submit the [Zoning Challenge and Appeal form](#) to publicchallenge@buildings.nyc.gov

The screenshot shows the 'Building on My Block / Zoning Challenge' portal. At the top, there are three buttons: 'Building Energy Efficiency Rating Label', 'Building on My Block / Zoning Challenge' (highlighted with a red arrow), and 'Elevator License Exam Payment'. Below these is the portal's title and a brief description: 'Use this portal to search for new buildings and alterations with enlargement applications filed in DOB NOW and to submit zoning challenges and appeals for DOB NOW jobs. To search for BIS jobs, use the BIS Building On My Block portal. See the Public Challenges of Zoning Approvals page for more information.'

The search section includes a 'Search by*' dropdown with options: Address (selected), BIN, Community Board, and Job Number. To the right are input fields for 'House Number*' (placeholder: 'Enter House Number'), 'Street Name*' (placeholder: 'Enter Street Name'), and a 'Borough*' dropdown menu (placeholder: 'Select Borough').

Below the search fields is a section titled 'Additional Search Criteria (optional)'. It contains two rows of buttons. The first row is 'Select what kind of jobs you are looking for' (with a note '(Multiple can be selected)') and includes buttons for 'Open to Challenge', 'Pending Challenge Decision', and 'Challenge Accepted'. The second row includes buttons for 'Challenge Denied/Open to Appeal', 'Pending Appeal Decision', and 'Appeal Denied'. Below these is a 'Select job filing type' section (with a note '(Multiple can be selected)') and buttons for 'Alterations', 'New Buildings', and 'Alteration CO'. At the bottom is a button for 'ALTCO - New Building with Existing Elements to Remain' and a 'Search' button.

November 2022 – TCO Inspection Update

Temporary Construction Equipment No Longer Requires a Final Inspection

- A Technical Report (TR1) - Final is no longer be required for Sidewalk Shed (SH), Construction Fence (FN), Supported Scaffold (SF) and Protection and Mechanical Methods (PMM) work types in DOB NOW: *Build*. (See Local Law 146 of 2021.)
- A TR Final no longer appears on new job filings and the TR Final has been removed from existing filings that are not in Letter of Completion status.
- Any stakeholder on the filing can submit the removal notification. Upon submission of the removal notification, the permit status will be updated to Signed Off and the job status will be updated to LOC Issued.



The screenshot displays the DOB NOW web application interface. At the top, the header includes the DOB NOW logo and the text "Submit Filings, Payments, and Requests to the NYC Department of Buildings". Below the header is a navigation bar with buttons for "Pre-Development Consultation for MPP/Project", "Job Filing", "Permits", "Requests", "Notifications", "BIS Schedule of Occupancy", "Certificate of Occupancy Request", and "Landmark Fee Payment". The "Job Filings" section is active, showing a "Filter My Jobs" dropdown and a table of job filings. A dropdown menu is open over the "Job Type" column, listing options: "Boiler Removal", "Earthwork", "Emergency Work", "Sidewalk Shed Removal", and "Tenant Protection Plan 72 Hour". The table has columns for "View...", "Filing Action", "Job#", "Filing#", "Job Type", "Filing", "Modified Date", "WorkType(s) ...", and "Address". A row is visible with Job# M08027601, Filing# I1, Job Type Alteration, Filing New Job Filing, Modified Date 10/26/2022, WorkType(s) GC, and Address 1 BOGUS LANE.

View...	Filing Action	Job#	Filing#	Job Type	Filing	Modified Date	WorkType(s) ...	Address
	Select Action: ▾	M08027601	I1	Alteration	New Job Filing	10/26/2022	GC	1 BOGUS LANE

[Temporary Construction Equipment No Longer Requires a Final Inspection](#)

November 2022 – System Enhancements (1)

- Owner added as an optional stakeholder on Certificate of Occupancy requests
- Certificate of Occupancy and Schedule of Occupancy requests can be searched in the Industry Portal
- System message will appear when a property has a DHCR flag when completing the Owner's Attestation
- Rejection reasons will be visible for waiver/deferral document requests and included in the email notification
- User-friendly interface for selecting Work on Floors for Alt-CO and NB filings
- Print all objections on a filing either as a PDF or export to an Excel file.

November 2022 – System Enhancements (2)

- Option to remove legalization fees for work to legalize a WWP for a Request for Corrective Action (RCA)/Homeowner Relief Program
- On the Zoning tab a field was added for Proposed and Existing Dwelling Units (Lot), which will be used to calculate the Proposed Density Calculation. The Dwelling Units (Building) number will populate on the CO.
- Under Additional Considerations, Limitations or Restrictions section on the PW1, “gross” was added to two floor area questions.

Work on exterior of building*

☐ Yes ☐ No

Are you altering 10% or more of the existing floor surface area?*

☐ Yes ☐ No

Are you removing one or more floors?*

☐ Yes ☐ No

Are you demolishing more than 50% of the gross floor area of the building? *

☐ Yes ☐ No

- -

Are you altering more than 50% of the gross floor area of the building?*

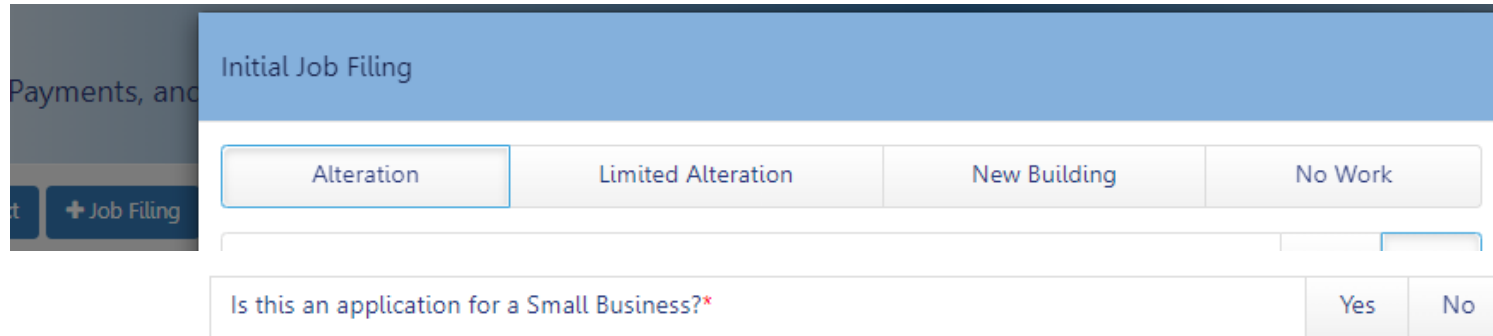
☐ Yes ☐ No

Are you performing a vertical or horizontal enlargement adding more than 25% of the area of the building?*

☐ Yes ☐ No

September 2022 – Small Business Support Team

- A new Small Business Support form specific to inquiries from the small business community is accessible from the Department's website at www.nyc.gov/buildings. A new Small Business Support Team will provide one-on-one guidance on planned or ongoing construction projects.
- A new question was added to DOB NOW: *Build*:



Initial Job Filing

Alteration Limited Alteration New Building No Work

Is this an application for a Small Business?*

Yes No

Answering Yes adds a Small Business tab to the PW1 filing to enter contact information for the owner. As a stakeholder on the filing, the business owner will receive email notifications from the system and DOB can help get small businesses up and running faster.

[Dedicated Small Business Support Portal](#)

September 2022 – Major Projects Development Program

MPP is a new voluntary program created by the Department to facilitate large and complex development projects. The program includes:

- Dedicated project coordination and guidance services for large and complex development projects from before filing to final signoff and Certificate of Occupancy (CO)
- Pre-development consultations to provide validation on project scope, compliance, schedule, and enforcement resolution
- Single point of contact and internal coordination between DOB units provided by a project advocate
- \$50,000 enrollment fee (\$25,000 for Affordable Housing projects) upon MPP acceptance by the Department

The Department expects to expand the kinds of projects eligible for MPP, but initially projects will be **limited to**:

- New Buildings at least 20 stories or 500,000 construction square feet
- Enlargements of at least an additional 20 stories or an additional 100,000 square feet

To apply to participate in MPP, use the new **Pre-Development Consultation for MPP** function in DOB NOW to establish a project and schedule a consultation appointment with a Development HUB project advocate.

[Major Projects Program](#)

August 2022 – System Enhancements (1)

- On the PW1 under Additional Considerations, changes were made to the fields that appear when it is a **Filing to Address Violations**
 - Only one box is now required
 - The first box specifies it is for DOB Violations (instead of just Violations) and does not validate

Filing to Address Violations

Enter DOB Violation Number(s):*

Separate each by a semi-colon ";"

☒ Yes ☐ No

Enter OATH/ECB Summons Number(s):*

(e.g. 3xxxxxxxxX)

Separate each by a semi-colon ";"

- An alert will appear when an initial filing is first saved recommending creation of a **subsequent filing** if there are other filings on the BIN that are not yet signed off.
- Inspections can be requested on expired DOB NOW permits in DOB NOW: *Inspections*.

August 2022 – System Enhancements (2)

- Instead of two TR4 documents: TR4 Plot Diagram and TR4 Test Report, there is now one document called **TR4 Test Report and Plot Diagram**.
- The **Additional Construction Floor Area** field will no longer populate for Foundation (FO) filings.

Additional Information*

Estimated Job Cost \$*

Total Construction Floor Area (Square Feet)*

~~Additional Construction Floor Area (Sq. Ft.)*~~

Foundation Square Footage*

In Conjunction New Building BIS Job Numbers:

Is this job related to any New Building filed in BIS?*

☐ Yes ☒ No

Related DOB NOW/BIS Job Numbers:

Is this job related to any other jobs filed in BIS/DOB NOW?*

☐ Yes ☒ No

August 2022 – System Enhancements (3)

- If an owner eFiling account does not have a **Business Name**, the Business Name field will not show when the email address is added to the **Owner** section in DOB NOW. This is instead of showing PR as the placeholder for the Business Name.
- **OTCR Conditional Acceptance Letter** and **OTCR Final Acceptance Letter** have been added as Additional Supporting Documents
- There are now four **Additional Supporting Documents Prior to Permit** to select instead of just one.
- A NYCECC Energy Compliance question has been reworded: **Does this work alter the Mechanical or Service Hot Water system or associated ducts and plumbing?**
- For **Temporary Place of Assembly** filings, an event time can be entered that crosses midnight.
- For **Sidewalk Shed removal requests** in DOB NOW, a BIS job number can be entered for the sidewalk shed job.

August 2022 – System Enhancements (4)

- **Job Description** has been added as a separate field in the Public Portal for all job filings. For LAA filings, this field will be populated by the Proposed Work Summary and for Place of Assembly filing, this field will be populated by the Comments under General Information.
- On the **Public Portal** under BUILD: Job Filings, the separate tabs for Alterations, Alteration CO, NB etc. have been removed. There is now just **one tab for Job Filings** that can be filtered by Job Type.

July 2022 – Site Safety Updates

Beginning July 15, 2022, site safety plans can be submitted before the job is approved and are no longer required for subsequent filings in DOB NOW.

- A banner will appear on the filing and an email will be sent to the stakeholders on the job indicating that the site safety criteria has been approved and that the site safety plans can be submitted.
- A separate site safety plan request is no longer required for subsequent filings

The Department of Buildings will not issue a permit if the Construction Superintendent designated on the permit application is already designated on five or more active permits.

- Construction superintendents who are designated on more than five active jobs:
 - CS can request to be withdrawn from the job (submit a withdrawal letter to the help form)
 - Permit applicant can renew the permit with change to issue the permit with a different CS
 - A request can be submitted to release the site safety requirements from the job, which will also release the construction superintendent.

Requests to release site safety and remove sidewalk sheds are required to be submitted in DOB NOW.

[Site Safety Plan Updates](#)

July 2022 – Sidewalk Shed Removal

The screenshot shows the DOB NOW interface with the 'Requests' dropdown menu open. The menu options are: Energy, Letter of Completion, PA Certificate of Operation, Site Safety, Temporary BIN, and Tenant Protection Plan. Below the menu is a table with columns: Job#, Filing#, Site Safety, Filing Type, Filing Status, Modified Date, WorkType(s)...

Job#	Filing#	Site Safety	Filing Type	Filing Status	Modified Date	WorkType(s)...
S00412742	I1		Job Filing	Permit Entire	06/27/2022	GC/MS/ST/F... 3135 V
Q00412641	I1		New Job Filing	Permit Entire	06/27/2022	GC/MS/ST/EA 110-20

The screenshot shows the 'New Site Safety Request' form. The 'Site Safety Request Type' section has three radio buttons: Site Safety Plans, Site Safety Waiver, and Site Safety Release and Sidewalk Shed Removal (selected). Below this is a 'Request Type*' dropdown menu with the following options: Select Type:, Sidewalk Shed Removal, Site Safety Release, and Site Safety Release and Sidewalk Shed Removal.

After the **Sidewalk Shed Removal** request is submitted in DOB NOW, the Construction Safety Compliance Unit will schedule an inspection and once the inspection is in Pass/Final status, the Sidewalk Shed Removal request will be approved in DOB NOW: *Build* and the sidewalk shed can be removed from the site.

July 2022 – Site Safety Release Update

For Site Safety Release, options are provided to release a Construction Superintendent, Site Safety Coordinator or Site Safety Manager from a substantially completed job. To **release a Construction Superintendent**, an authorization letter and photographs are required to be uploaded in the Documents section. The authorization letter can be signed by one of the following:

- Applicant of Record of the specific job filing
- Progress Inspector identified on the Technical Report-Final associated to the job
- Permit Holder if the licensee is a Registered General Contractor including 1/2/3 family homes
- Construction Superintendent associated to the specific permit

Submit the Site Safety Release request in DOB NOW and once it is approved by the Construction Safety Compliance Unit, the site safety requirement will be removed from the job and the job Construction Superintendent will no longer be designated on the job.

To **release a Site Safety Coordinator or Site Safety Manager**, submit the Site Safety Release request in DOB NOW. The Construction Safety Compliance Unit will schedule an inspection and once the inspection is in Pass/Final status, the site safety requirement will be removed from the job and the request will be approved in DOB NOW. If the permit is renewed, a Site Safety Coordinator or Site Safety Manager will not be required.

[Site Safety Plan Updates](#)

June 2022 – Incomplete Status

Incomplete Reasons

- Incomplete comments are now on the Objections/Appointments tab and not in Trace History. The incomplete comments are also provided in the email notification.

The screenshot displays a web application interface for managing permit applications. At the top, there are two buttons: 'Save' and 'Resubmit'. Below these, the application ID 'M00773952-I1' is shown. A sidebar on the left contains a list of navigation tabs: 'Plans/Work (PW1)', 'Zoning Information', 'Scope of Work' (with a dropdown arrow), 'Structural', 'Cost Affidavit (PW3)', 'Technical Report' (with a dropdown arrow), 'Technical Report (TR1/4/5/5H)', 'Documents', 'Incomplete/Objections/Appointments' (which is highlighted in dark blue), and 'Statements & Signatures'. The main content area has a light blue header labeled 'Incomplete'. Below this, there is a section titled 'Incomplete Reason*' with a text input field containing the comment: 'provide floor plans showing location of proposed flue'.

June 2022 – Record Requests

Beginning Friday, June 17, 2022, DOB NOW: BIS Options was updated to allow a maximum of 15 record requests per eFiling account.

Also, an additional contact field was added to record requests so another person can be designated to pick up the records.

- The additional contact must also have an active eFiling account.
- An eFiling account can only be associated with one person's name and is required to include the complete first and last name of that one individual.

[Record Requests Update](#)

June 2022 – Required Documents Changes

Prior to Filing classification for Required Documents

- Existing *Prior to Approval* classification was modified to allow filings to be submitted for standard plan review without these documents. Documents that must always be included in the filing at time of initial review have a new classification of *Prior to Filing*.

Required Documents				
Document Name	Document Status	Prior To	Upload	Action
DEP Stormwater Construction Permit	Required	Approval		Select Action: ▾
DEP Stormwater Maintenance Permit/Notice of Termination	Required	LOC/CoFO		Select Action: ▾
DEP: Sewer Certification (Sanitary/Storm)	Required	Approval		Select Action: ▾
DPL-1: Design Professional Seal & Signature	Required	Filing		Select Action: ▾
Fee Exempt Supporting Document - DOF Property Tax Assessment Roll	Required	Filing		View Request Request Waiver Request Deferral
Local Law 92/94 of 2019 Sustainable Roof Zone ALT	Required	Approval		Select Action: ▾
Plans/Sketch	Required	Filing		Select Action: ▾
Plot Diagram	Required	Approval		Select Action: ▾
Restrictive Declaration/Easement 1	Required	Approval		Select Action: ▾
ZD1: DOB Zoning Diagram	Required	Approval		Select Action: ▾

- For Professionally Certified filings, *Prior to Filing* and *Prior to Approval* documents must be uploaded or waiver/deferral requested prior to filing.
- [Document Submission Enhancements in DOB NOW](#)
- https://www1.nyc.gov/assets/buildings/pdf/dob_now_build_waiver_and_deferral_doc_request_list.pdf

June 2022 – Additional Supporting Documents

Additional Supporting Documents

- Users can enter a name for “Other” documents in the Additional Supporting Documents section.

Document Uploader

Select Document

My Document Name

File Name:

Choose File

Buildings After Hours.jpg

Upload

Document has been uploaded.

Document Name	Prior To Stage
Luminous Egress Path Markings Report	LOC/CoFO
New York DEC Notice of Termination	LOC/CoFO
Obtain ECC Approval: file PAA	Permit Issuance
Other 10 Documents - Prior to Approval	Approval
Other 2 Documents - Prior to Approval	Approval

6 / 10

5

Items Per Page

26 - 30 of 47 items

OK

Additional Supporting Documents

+ Add New Document

Document Name	Document Status	Prior To	Upload	Delete
Other 1 Documents - My Document Name	Pending	Approval		

June 2022 – Required Documents

Plot Diagram and Site Survey: Initial

- Plot Diagram and Site Survey: Initial were added as a Required Documents prior to filing/approval for NB, Alt-COs and Alts with enlargement, GC filings

May 2022 – Elevator Sign Off for Occupancy Requests

Beginning Monday, May 23, 2022, requests for Elevator Sign Off for DOB NOW jobs are required to be submitted in DOB NOW: Build as part of the Certificate of Occupancy request.

Job Filings

Filter My Jobs ▾

View...	Filing Action	Job#	Filing#	Job Type	Filing Type
	Select Action: ▾	S00406678	I1	ALT-CO - New Build	New Job Filing
	Select Action: ▾		I1	ALT-CO - New Build	New Job Filing
	Create Work Permit L2 (Civil Penalty Review)	S1		ALT-CO - New Build	Subsequent Filing
	PAA (Post Approval Amendment)	P1		ALT-CO - New Build	PAA
	Request Elevator Sign Off	I1		ALT-CO - New Build	New Job Filing
	Subsequent Filing	I1		ALT-CO - New Build	New Job Filing
	Supersede	I1		ALT-CO - New Build	New Job Filing
	View Work Permits	S1		ALT-CO - New Build	Subsequent Filing
	Withdrawal	S1		ALT-CO - New Build	Subsequent Filing
	Select Action: ▾	B00390858	P1	ALT-CO - New Build	PAA
	Select Action: ▾	S00406642	S4	ALT-CO - New Build	Subsequent Filing

X00403146-I1

Elevator Occupancy Sign Off

+ Add

Action	Request Number	Request Type	Request Status	Requester
Total Items: 0				

Elevator Occupancy Sign Off

- If there are multiple elevator job numbers, a separate request is required for each job number. Requests for Elevator Sign Off are required even if the building does not include an elevator. Submit the Elevator Sign Off request before the Certificate of Occupancy request is submitted.
- The status of the Elevator Sign Off request will be visible on the Building Schedule of Occupancy in the DOB NOW Public Portal.
- Continue to submit Elevator Sign Off requests for BIS jobs at nyc.gov/dobhelp.
 - [Elevator Sign Off for Occupancy Requests](#)

May 2022 – System Enhancements (1)

Requests to waive or defer a required document

- Any stakeholder can now select the option to request a waiver or deferral, not just the applicant. The request is not submitted until the filing/permit is submitted by the applicant.
- Waiver/deferral requests can be made at any time, not just at the stage indicated on the required document. e.g. a waiver for a document that is required prior to permit can now be requested when the job is in pre-filing status.

Standpipe Alarm Drawings document

- Standpipe Alarm Drawings is no longer populating as a required document for 1, 2 or 3-family properties. It is a required document for NB and AltCO jobs where the existing building height is <75 ft and the proposed building height is >75 feet.

Perimeter Wall Height

- Under Zoning Information, Height & Setback section, the Perimeter Wall Height field now accepts values up to 999.99, increased from 99.99

The screenshot displays a web application interface for permit management. On the left is a sidebar menu with the following items: 'M00740329-I1', 'Plans/Work (PW1)', 'Zoning Information' (which is highlighted in blue), 'Scope of Work' (with a dropdown arrow), 'Schedule of Occupancy' (highlighted in light blue), 'Cost Affidavit (PW3)', and 'Technical Report' (with a dropdown arrow). The main content area is titled 'Yard Details*' and contains a section for 'Height & Setback*'. Within this section, the 'Perimeter Wall Height*' field is highlighted in yellow and contains the value '999.99' followed by a 'Feet' unit selector. Below this, the 'Initial Setback Distance*' is set to 'Applicable' via a dropdown. To the right, the 'Zoning: Total Building Height*' field is also visible with a dropdown menu.

May 2022 – System Enhancements (2)

Work Permit data fields added in the Public Portal

- Applicant/Contractor and Permit Expiration Date were added as fields when viewing permits in the Public Portal

Work Permit (PW2)						
Work Permit Number	Work Permit Status	Permit Type	Applicant/Contractor	Permit Issued Date	Permit Expiration Date	Print Work Permit
M00567165-I1-GC	Permit Issued	General Construction	LUCIAN PAONE	11/12/2021	12/03/2021	
M00567165-I1-GC	Permit Issued	General Construction	LUCIAN PAONE	03/14/2022	12/02/2022	

Appointments for Alt-CO with existing elements to remain

- 40-minute appointments are now available for Alt-COs with existing elements to remain job filings.

AI1 form for PAAs

- All plan examiners have been informed that an AI1 form does not need to be uploaded with the plans when doing a PAA. Use the Comments field (Section 24) in the PAA filing to provide a description of the changes.

May 2022 – In-Person Plan Exam Appointments

In-Person Appointments for Standard Plan Examination Job Filings

If the appointment will be conducted in-person, all appointment attendees should arrive at the office 10 minutes before the appointment to check-in with the Appointments (PENS) Coordinator. A face mask is required to be worn at all times while in the building. Paper copies of plans/documents are not needed at the meeting.

The Appointments and DOB NOW: Build systems were updated to show the office location of the plan examiner and an option to select an in-person appointment is now available in both systems.

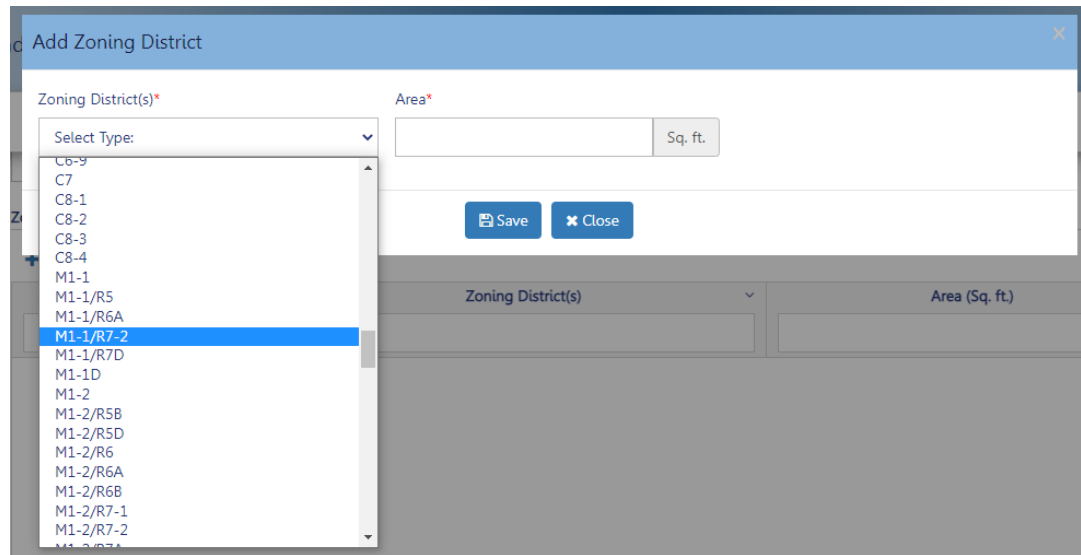
Customers may still choose to attend meetings online using the GoTo Meeting links provided in the appointment confirmation. BIS appointments that were scheduled prior to April 20, 2022 will continue to be conducted by phone (with the option to attend in person).

[In-Person Appointments for Standard Plan Examination Job Filings](#)

May 2022 – Zoning and Special Districts

Zoning Districts –

Paired Districts added to drop down:

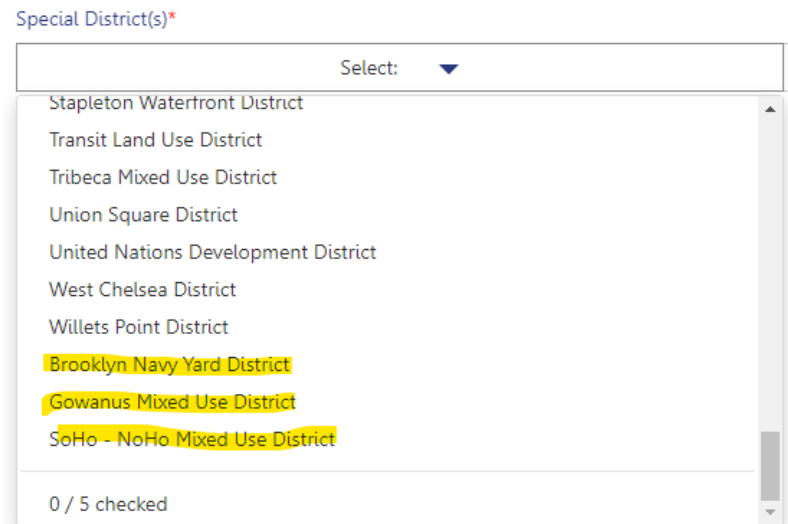


The screenshot shows a web form titled "Add Zoning District". It has a dropdown menu labeled "Zoning District(s)*" with a "Select Type:" label. The dropdown is open, showing a list of zoning districts. The "M1-1/R7-2" option is highlighted in blue. To the right of the dropdown is a text input field labeled "Area*" with a "Sq. ft." label. Below the input field are "Save" and "Close" buttons. Below the form, there is a table with two columns: "Zoning District(s)" and "Area (Sq. ft.)".

Zoning District(s)	Area (Sq. ft.)
--------------------	----------------

Special Districts –

Three new special districts added to drop down:



The screenshot shows a web form titled "Special District(s)*". It has a dropdown menu labeled "Select:". The dropdown is open, showing a list of special districts. The "Brooklyn Navy Yard District", "Gowanus Mixed Use District", and "SoHo - NoHo Mixed Use District" are highlighted in yellow. At the bottom of the dropdown, it says "0 / 5 checked".

Special District(s)
Stapleton Waterfront District
Transit Land Use District
Tribeca Mixed Use District
Union Square District
United Nations Development District
West Chelsea District
Willets Point District
Brooklyn Navy Yard District
Gowanus Mixed Use District
SoHo - NoHo Mixed Use District

February 2022 – System Enhancements (1)

Mechanical Systems - new subcategory and updates:

Mechanical Systems (check all subcategories that apply)*

☐ Heating Systems	☐ Ventilation Systems	☐ Air Conditioning Systems
☐ Refrigeration Systems	☐ Cooling Towers	☐ Associated Ducts and Piping
☐ Generators	☒ Heating and Air Conditioning Systems	☐ Others

- Energy efficiencies now allows for a decimal point
- For Ventilation Systems and Associated Ducts and Piping, Equipment Efficiency and Efficiency Units are not required

Local Law 158 Pro Cert restrictions – new document:

New required document - **LL158/2017 Pro Cert Supporting Documentation**. Provide the document if one of the following exceptions applies:

- (1) The work without a permit violation that resulted in the professional certification restriction was on a part of the building that is not owned by the building owner; or
- (2) One of the following L2 reasons: BFP, ECB, EWG, EWP, EXP1, EXP2, GOV, TPT, SAPW. If your request for an exception is denied, a new application must be submitted as standard plan.

February 2022 – System Enhancements (2)

Export data from the BIN search in the Industry Portal:

Navigation bar: + Job Filing, + Permits, + Requests, + Notifications, + BIS Schedule of Occupancy, + Certificate of Occupancy Request, + Landmark Fee Payment, Search

Search section:

Search By Job Number | Search By BIN

Search input: 1048513 | Search button

Filing Action	Job#	Filing#	Job Type	Filing Type	Filing Status	Modified Date	WorkType(s)	Address	Borough	Work on floor(s)	
Select Action: ▼	M00650766	I1	Alteration	New Job Filing	Permit Entire	01/21/2022	MS	229 EAST 79 STREET	MANHATTAN	Ground	
Select Action: ▼	M00599927	I1	Alteration	New Job Filing	Complete	10/26/2021	EL	229 EAST 79 STREET	MANHATTAN		
Select Action: ▼	M00567679	P2	Alteration	PAA	Approved	10/07/2021	EL	229 EAST 79 STREET	MANHATTAN		
Select Action: ▼	M00567679	P1	Alteration	PAA	Approved	08/19/2021	EL	229 EAST 79 STREET	MANHATTAN		
Select Action: ▼	M00572619-I1...	I1	Alteration	New Job Filing	Permitted	10/28/2021	LAA	229 EAST 79 STREET	MANHATTAN		
Select Action: ▼	M00567679	I1	Alteration	New Job Filing	Complete	10/25/2021	EL	229 EAST 79 STREET	MANHATTAN		

Export options menu:

- Clear all filters
- Export all data as excel
- Export visible data as excel
- Columns:
 - ✓ Filing Action
 - ✓ Job#
 - ✓ Filing#

Place of Assembly (PA) Filings updates:

- Filing Representatives can initiate a Certificate of Operation request and create a PAA
- Additional Supporting Documents section has been added

February 2022 – System Enhancements (3)

Construction Superintendent search of associated jobs in the Public Portal (includes BIS and DOB NOW data):

Licensees Search

View

Associated Jobs of License

Please enter Construction Superintendent's License number below to see associated job filings.

Search By License Number

Search

Tenant Protection Plan 72 Hour Notification:

If a notification has been submitted, a new one cannot be made until the first notification is cancelled.

Tenant Protection Plan 72 Hour Notifications			
Action	Tracking Number	Notification Type	Notification Status
 	Q00543432-I1 - 8763	Tenant Protection Plan 72 Hour	Received
 	M00526922-I1 - 4714	Tenant Protection Plan 72 Hour	Received

February 25, 2022

February 2022 – System Enhancements (4)

Earthwork notification allowed for Foundation (FO) and Support of Excavation (SOE) jobs (in addition to EA jobs):

New Earthwork Notification

For DOB NOW jobs, use format M00000001-I1. For BIS jobs, use format 123456789-01.

Enter Job Filing Number

[Proceed](#) [Cancel](#)

- **Project Specific General Liability (PGL1) has been moved to the Work Permit (PW2) Required Documents section.**
- **The document is required each time a permit is renewed.**

[← Back to Filing](#) [Save](#) [Resubmit](#) • PGL1 insurance is required. Minimum amount of insurance is \$5 Million.

Work Permit
M00688043-I1-
GC-CX

General Information

Site Safety

Documents

Statements & Signatures

Documents

Required Documents

Created On	Document Name	Document Status	Prior To	Upload	Action
02/25/2022	Certificate of Insurance Document	Accepted	Permit Issuance		Select A
02/25/2022	Project Specific General Liability (PGL1)	Waiver Approved	Permit Issuance		Select A

February 25, 2022

February 2022 – BPP Addition & Technical Support Update

Builders Pavement Plan was added as a selection in the Additional Support Documents section:

Documents

Additional Supporting Documents

+ Add New Document

Document Name	Document Status	Prior To	Upload	Delete
Builders Pavement Plan	Pending	Approval		

- **Submit a partial Technical Report in the Certificate of Occupancy request as a Supporting Document.**
- **Upload reports as separate documents if the request includes more than one partial TR.**

CO-000017235

General Information

Certificate of Occupancy

Documents

Objections

Statements & Signatures

Documents

Supporting Documents

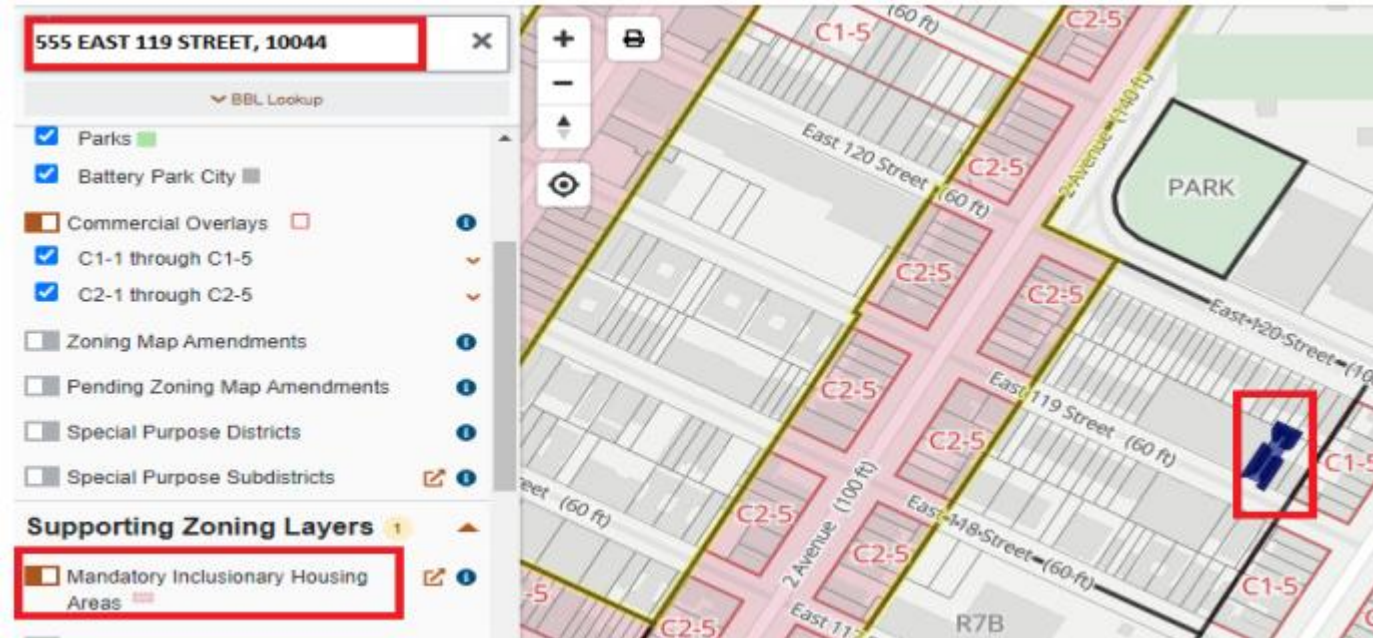
Document Name	Document Status	Upload	Delete
TR Partial Completion Certification 1	Pending		

February 25, 2022

February 2022 – Mandatory Inclusionary Housing (MIH)

MIH: Flagged Buildings

Applicants for a New Building or Alteration-CO on a building flagged in the BIS Property Profile as an MIH Area building, but the building is not in an MIH area, should upload a New York City Zoning and Land Use (ZoLa) map printout showing the building is located outside of the MIH area to satisfy the as the HPD: Permit Notice (prior to permit) and HPD: Completion Notice (prior to sign-off) Required Documents in DOB NOW: *Build*.



[Mandatory Inclusionary Housing \(MIH\): Flagged Buildings not in an MIH Area are not Required to Submit HPD Permit](#)

February 2022 – Appointments for Dev Hub BIS Jobs

Beginning February 15, 2022, appointments for Development Hub BIS jobs must be scheduled via the DOB Appointments System. Development Hub plan examination appointments for BIS jobs will no longer be taken by email.



Plan Examination Appointments

Use this system to schedule appointments for **standard plan review BIS job filings** only.
A **maximum of three** appointments per **job number** are allowed to be in scheduled status at the same time.
There are also limits based on **document number** :

- New Building (NB) and Alt1 jobs – two 40 minute appointments with the same job and document number.
- Alt2, Alt3 and all other jobs – one 20 minute appointment with the same job and document number.

Additional appointments are subject to cancellation by DOB staff.

For jobs filed after October 15, 2020, the plan examiner will indicate in eFiling if an appointment is required to resolve objections. If the plan examiner indicates that resubmission will be reviewed without an appointment then an appointment cannot be scheduled. In addition, Post Approval Amendment (PAA) applications submitted after October 15, 2020 will have a first review without an appointment, and an appointment cannot be scheduled. See the [September 2020 Service Notice](#) .

To schedule other kinds of appointments :

- Specialized plan examination appointments including audits, determinations, emergencies, and project advocate appointments – submit a [PER11 Manual Appointment and Drop Off Request Form](#) or contact the appropriate [borough office](#).
- DOB NOW filings – use functionality within [DOB NOW](#).

Enter the information below to make or view appointments

BIS Job Number *	BIS Document Number *
DOB ID Number *	PIN *
<button>Validate</button>	

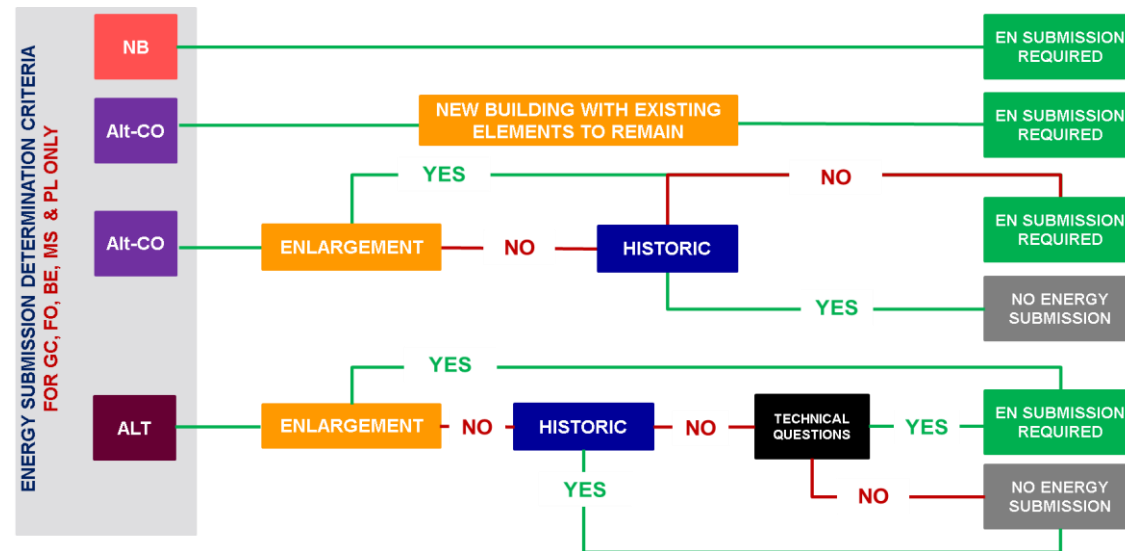
[Need help? Contact us.](#) [DOB Appointments Resources](#)

[Appointments for Development Hub BIS Jobs](#)

February 15, 2022

November 2021 – New Energy Review Process

Based on the type of filing and information provided, DOB NOW will automatically determine if an Energy Submission is required. The new process only applies to General Construction (GC), Foundation (FO), Boiler Equipment (BE), Mechanical Systems (MS), and Plumbing (PL) work types but is also dependent on other factors including Job Type, whether Enlargement is included, and if the building is Historic.



Visit the DOB NOW Training Page at www.nyc.gov/dobnowtraining to register for an upcoming training session. [New Energy Review Process to Launch in DOB NOW: Build](#)

November 2021 – LAA Supersede & Withdrawal

As of Friday, October 15, 2021, all requests to supersede or withdraw a DOB NOW LAA filing must be submitted in DOB NOW: *Build*.

A **withdrawal** request can only be submitted by the applicant of the permit. A withdrawal inspection is no longer required. If work has been performed on the LAA permit, the permit can only be withdrawn if another LAA job number is provided that includes the same work of the withdrawn permit or the permit must be superseded by a new contractor.

There is a \$100 fee to process the **superseding** request. If the LAA filing has been withdrawn, a supersede request cannot be created for that permit.

Use the help form at nyc.gov/dobhelp to request administrative closure or withdrawal of a **BIS LAA permit**.

[NEW Requirement for Limited Alteration Application Supersede and Withdrawal Requests](#)

August 2021 – Property Ownership Certification

New Property Ownership Certification Document in DOB NOW (Local Law 160)

Applications for New Building and Alteration-CO in DOB NOW: *Build* created on or after August 16, 2021 require a [Property Ownership Certification Form](#) to proceed with a permit request.

Who is required to submit the Property Ownership Certification form?

All applicants for a New Building (NB) or Alteration-CO (Alt-CO), except for those listed below, must submit the form.

Exceptions:

- jobs on government-owned properties
- an application filed by a tenant for work to be performed in a unit or space occupied by the tenant

See the Service Notice for more information including specific definitions of a property owner (condos and co-ops etc.) and covered arrears.

<https://www.nyc.gov/assets/buildings/pdf/LL160-SN.pdf>