

## SERVICE NOTICE

### **Green Roof Property Tax Abatement Request in DOB NOW: *Build***

Until further notice, to request a New York State Property Tax Abatement for a Green Roof filing in DOB NOW: *Build*, complete a [PTA3: Property Tax Abatement Application & Agreement for Installation of Green Roof](#) paper form and submit it as an Additional Supporting Document on the Green Roof filing in DOB NOW: *Build*.

#### **Request a NYS Property Tax Abatement for a Green Roof filing in DOB NOW: *Build***

- Enter in the Comments tab on the PW1 that a request for a green roof property tax abatement is being submitted along with the Green Roof filing.
- Submit the completed PTA3 any time prior to submission of the Request for a Letter of Completion (LOC). On the Documents tab on the PW1, select **Additional Supporting Documents** and **+Add New Document**. Select the appropriate Other Documents and name the document PTA3.

To request a tax abatement for a Green Roof filing that has already been approved or permitted, submit a Post Approval Amendment (PAA) and follow the instructions above.

#### **Additional Information**

Review [1 RCNY §105-01](#) and [proposed amendments to 1 RCNY §105-01](#) for the procedure and requirements for approval of a tax abatement application for the installation of a green roof.

#### **DOB NOW Inquiries & Support**

To submit an inquiry about DOB NOW, visit the **DOB NOW Help Form** at [nyc.gov/dobnowhelp](https://nyc.gov/dobnowhelp).