

DOB NOW & DEPARTMENT SERVICE UPDATES

PRESENTED BY

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AGENDA

- Service Updates & Reminders
- Local Law Updates
- DOB NOW Upcoming Release
- Q & A



Service Updates & Reminders



RECENT ADDITIONS

- Certificate of Correction Review Requests
- Civil Penalty Review Requests (L2)
- License Renewal Applications
- Boiler Sign Off Requests





RECENT ADDITIONS

- Elevator and Boiler Failure to File Violations Search (public portal)
- Payments and Waivers of Elevator and Boiler **Violations**
- Submit Rescission Requests for COVID-19
- Safety Guidance Stop Work Orders

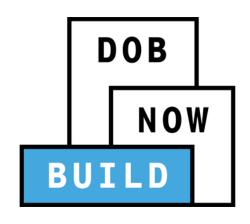




RECENT UPDATES

Structural, Elevator, and AHVs

- Structural: Peer Review Report is added as a Required
 Document based on answers to questions in the
 Additional Considerations section
 - Service Notice: <u>DOB NOW</u>: <u>Build Updates</u> –
 <u>Structural</u>
- Elevator: Updates to Door Lock Monitoring questions
 - Service Notice: <u>DOB NOW</u>: <u>Build Updates Elevator</u>
- New Combined After Hours Variance permit
 - Service Notice: <u>DOB NOW</u>: <u>Build Updates AHV</u>





DOB NOW: Build REFRESHER

All Minor Plan Changes, Supersede and Withdrawal Requests

Online Help for Department of Buildings Self-Service Tools: www.nyc.gov/dobnowhelp

- Submit through the help form requests to supersede or withdraw the applicant, owner, contractor, special inspector or progress inspector on a DOB NOW: Build permit or application. Also use the help form to submit Al1s for minor plan changes.
- Requests for supersedes and withdrawals may take up to 3 weeks or more to be processed.
- On December 28, supersede and withdrawal functionality will be added to DOB NOW: Build, which will improve processing time.
- All form is for minor plan changes only. To request a waiver or deferral of a document, go to the Actions column within the Documents tab on the filing.



DOB NOW: Build REFRESHER

Permit Expiration

- Permits issued in DOB NOW have an expiration date that is the earliest of:
 - insurances expiration (general liability, disability, or workers' compensation);
 - license expiration;
 - one year from date of issuance.
- The permit will be extended automatically at no cost if the insurance or license is renewed before the expiration date.
- The new Expiration date will be reflected in DOB NOW at the end of the day of the current Expiration date.

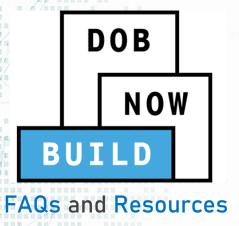
FAQ: Why is the permit expiration date less than one year on my DOB NOW: *Build* filing?

Service Notice: COVID 19 Response: License and Expiration Dates



DOB NOW RESOURCES

- Step-By-Step Guides: TR1 & TR8 Step-By-Step Guide
- Video Tutorials: LAA Respond to Objections in PAA
- Industry Training Presentations: Boiler Equipment Industry Session
- Frequently Asked Questions: <u>User Permissions</u>











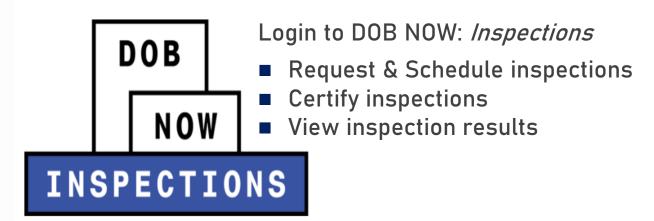
OTHER RESOURCES



- Need help? Contact Us.
- DOB Appointments Resources



- eFiling Expansion Training Presentation
- eFiling Frequently Asked Questions



Visit the <u>Resources</u> page for user manuals and more information.

BuildingsNewsUpdate

■ Sign Up for Buildings News



Local Law Updates



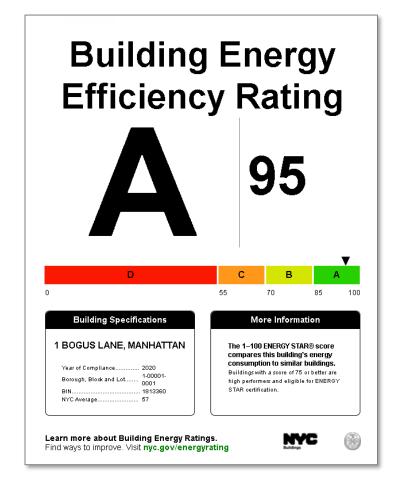
LOCAL LAW 33 of 2018 & LOCAL LAW 95 of 2019

Building Energy Efficiency Rating Label

No later than October 31, 2020, and October 31 of each year after 2020, owners of buildings over 25,000 square feet – or multiple buildings on a lot that total 100,000 square feet or more – that appear on the NYC Benchmarking Covered Building List must post a Building Energy Efficiency Rating Label near each public entrance to their buildings.

The label will include:

- the energy efficiency score of the building
- an energy efficiency rating of A through F

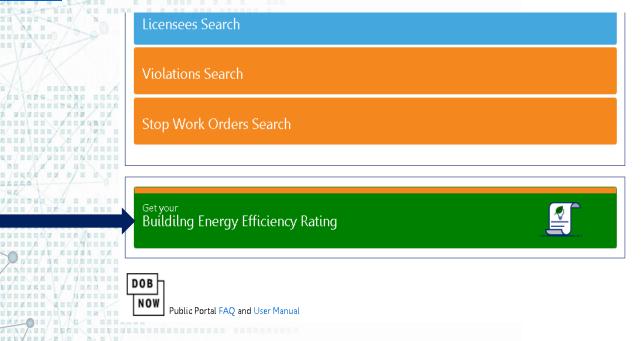


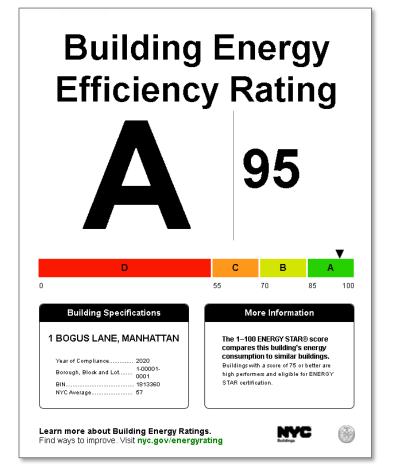


LOCAL LAW 33 of 2018 & LOCAL LAW 95 of 2019

(continued)

Beginning October 1, 2020, owners can download the Building Energy Efficiency Rating Label for their buildings through the Public Portal in DOB NOW.







LOCAL LAW 97 of 2019

Adjustment Applications

- Buildings where 2018 green house gas emissions exceed Local Law 97's 2025 emission limits by 40% or more can apply for an adjustment to their emission limit requirement.
- Applications will be submitted in DOB NOW starting in early 2021 and must be submitted by July 1, 2021.
- If application is granted, the building will receive an adjustment to its 2025–2029 LL97 emission limit of up to 70% of the building's 2018 actual reported green house gas emissions.
- If application is denied, applicant can use CCD1 process to appeal within DOB.
- If CCD1 is denied, applicant can appeal to Board of Standards and Appeals.



LOCAL LAW 160 of 2017

Owner Arrears

- DOB will not issue a permit for New Building, Demolition, or Alteration CO (major alteration that will change the use or occupancy of the building) if the owner owes \$25,000 or more in arrears to NYC or \$25,000 or more is owed to NYC with respect to the property.
- All applications must include an owner certification regarding arrears. Starting December 28, 2020, DOB NOW: Build will include the new owner statements on the PW1:
 - whether \$25,000 or more in covered arrears are owed to New York City with respect to the building
 - whether the owner(s) of the building owe \$25,000 or more in covered arrears to New York City.
- If either applies, permit will only be issued under certain exceptions.



LOCAL LAWS 106 & 116 of 2019

Tenant Protection Plan (TPP)

- A TPP must be submitted for the alteration, construction, or partial demolition of a building in which any dwelling unit will be occupied during construction.
 - includes a newly constructed building that will be partially occupied while work is ongoing.
- The registered design professional (RDP) who prepares the TPP must be retained by the contractor.
- The permit holder must sign a statement certifying that the TPP submitted by the RDP coordinates with the scope of work intended.
 - Exceptions:
 - work is on an occupied one-family or two-family home
 - work is limited to the interior of a single dwelling unit of an occupied multiple dwelling with no disruption to the essential services of other units, where the dwelling unit is owner-occupied
- Permit will not be issued unless TPP is approved by DOB



LOCAL LAWS 106 & 116 of 2019

TPP1 Updates

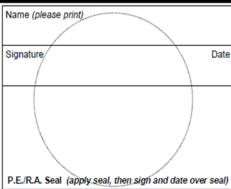
- Section 5: "If applicable, I have been retained by the general contractor performing the alteration, construction, or partial demolition work."
- Section 6: Professional Certification by the Registered Design Professional

APPLICANT'S STATEMENTS AND SIGNATURE

I hereby certify that:

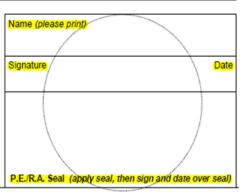
If applicable, I have been retained by the general contractor performing the alteration, construction, or partial demolition work.

I have reviewed the information provided herein and, to the best of my knowledge and belief, attest to its accuracy. Falsification of any statement is a misdemeanor under §§28-211.1, 28-201.2.1(2), and 28-203.1(1) of the NYC Administrative Code and is punishable by a fine or imprisonment, or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of the New York City Administrative Code or of a rule of any agency, I may be barred from filing further applications or documents with the Department. It is unlawful to give to a City employee, or for a City employee to accept, any benefit, monetary or otherwise, either as a gratu- P.E./R.A. Seal (apply.seal, then.sign and date over seal) ity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both.



PROFESSIONAL CERTIFICATION STATEMENT AND SIGNATURE

I hereby state that I have exercised a professional standard of care in certifying that this Tenant Protection Plan is complete and in accordance with applicable laws, including the rules of the Department of Buildings, as of this date. I am aware the Commissioner will rely upon the truth and accuracy of this statement. I have notified the owner that this document has been professionally certified. If an audit or other exam discloses non-compliance, I agree to notify the owner of the remedial measures that must be taken to meet legal requirements. I further realize that any misrepresentation or falsification of facts made knowingly or negligently by me, my agents or employees, or by others with my knowledge, will render me liable for legal and disciplinary action by the Department of Buildings and other appropriate authorities, including termination of participation in the professional certification procedures at the Department of Buildings.





LOCAL LAWS 106 of 2019

PW2 Updates

- "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 understand that, pursuant to § 28-120.1 of the Administrative Code, if applicable, the registered design professional who prepares the tenant protection plan must be retained by the general contractor performing the work."

12 Applicant / Contractor Statements and Signatures Required for all applications.

The information in this application is correct and complete to the best of my knowledge and I assume responsibility for all statements on this form. I understand that it 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 including all insurance requirements, and, in addition

- •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 this renewal application with no change to Applicant, Filing Representative, Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Subcontractors, Concrete Safety Manager or insurance is for the work as originally filed or as officially amended.
- In accordance with §28-104.8 of the Administrative Code, I hereby declare I am authorized by the owner of the above-referenced premises 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.
- 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 §25-120.3 or the Administrative Code, I certify that, if applicable, any tenant protection plan submitted for this work coordinates with the scope of work intended.
- understand that, pursuant to §28-120.1 of the Administrative Code, if applicable, the registered design professional who prepares the tenant protection plan must be retained by the general contractor performing the work.

Check here if the work authorized by this permit does NOT require adjacent property insurance. (moved from section 13)

Name (print)	Notarization (required if not lice State of New York, County of:	Notarization (required if not licensee) State of New York, County of:	
Signature	Sworn to or affirmed under penalty of perjury		
	day of	20	
Date	Notary Signature		

8/20



TENANT PROTECT PLAN (TPP1)

BIS Changes

- New Required Item in BIS: TPP1 Tenant Protection Plan
- Implementation to occur Fall 2020.
- Applications filed *after* implementation will receive only the new prior to permit TPP1 Tenant Protection Plan Required Item.
- Applications filed before implementation will receive only the prior to approval Tenant Protection Plan and Notes Required Item.
- The TPP1 Tenant Protection Plan form must be submitted to satisfy either of these Required Items.



LOCAL LAW 114 of 2019

Permit Restriction

- Permits are denied for occupied buildings for one year from issuance of a violation for:
 - Work without a Permit; or
 - Submitting a false statement about occupancy of building

Owner's Certifications Regarding Occupied Housing The site of the building to be altered or demolished, or the site of the new building to be constructed, contains one or more occupied dwelling units that will remain occupied during construction. These occupied dwelling units have been clearly identified on the submitted construction documents. The site of the building to be altered or demolished, or the site of the new building to be constructed, contains occupied housing accommodations subject to rent control or rent stabilization under Chapters 3 and 4 of Title 26 of the New York City Administrative Code. If yes, select one of the following:

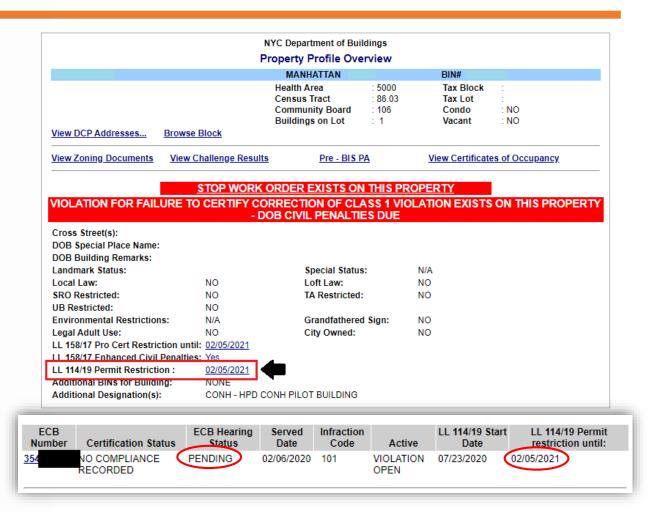
Permit may be issued if an exception applies



LOCAL LAW 114 of 2019

BIS Process

- When violation is issued, BIS
 Property Profile is flagged with
 LL 114/19 Permit Restriction
 with an expiration date
- The expiration date is one year from the violation date
- The expiration date will become "N/A" one year after the violation date or when the violation is dismissed by OATH (if before one year)

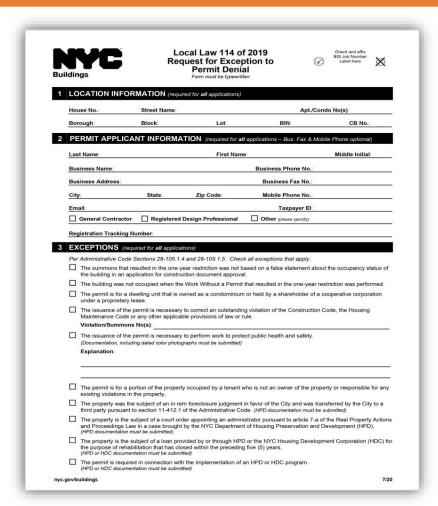




LOCAL LAW 114 of 2019

BIS Process

- To obtain a permit during the one-year period, the permit applicant must:
 - select applicable exception on Local Law 114 of 2019: Request for Exception to Permit Denial form
 - submit completed and signed form to satisfy prior to permit LL 114/19
 Permit Restriction Required Item

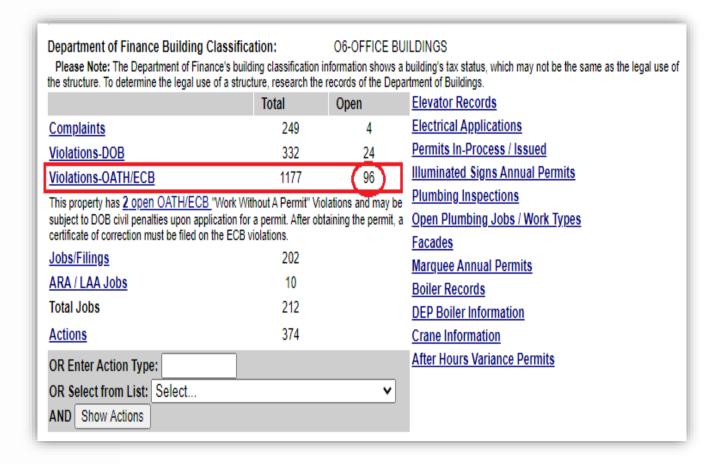




LOCAL LAW 104 of 2019

Permit Restriction

- DOB to compile a list of multiple dwellings with specific ratios of open HPD and DOB violations to number of dwelling units
- DOB will deny permits to buildings on list unless exception applies
- Buildings are removed from the list when violations are corrected and ratio changes





DOB NOW UPCOMING RELEASE



What's Already Online

- Standardized filings across work types
- Reduced number of forms that have to be scanned
- Currently all filings are treated as 'Alt-2'

NOTE: In past year, also made 110 additions and changes based on feedback from customers (some highlighted in recent Service Notices, others were 'behind the scenes').

Release Month	Work Types
July 2017	Plumbing, Sprinkler, Standpipe
August 2017	Antenna Curb Cut
October 2017	Fence, Scaffold, Sidewalk Shed Sign
December 2017	Electrical Elevator
October 2018	Limited Alteration (LAA)
December 2018	Place of Assembly (PA) Temporary Place of Assembly (TPA)
Luly 2010	Mechanical Systems
July 2019	Structural
September 2019	Boiler Equipment
April 2020	Cranes Prototypes Cranes Devices
July 2020	Cranes Notices



What's Next

- Upcoming release will be biggest to date
 - Will be launched in two phases
- Builds on past releases
- Incorporates additional suggestions from design professionals & others
 - New dashboard columns
 - Ability to export list of jobs
 - and more. .

	DOB NOW	BIS
Phase 1 Dec. 28, 2020	Required for: • G.C. (Alt-2 & Alt-3 only) • Foundation (all) • Earthwork (all) • Support of Excavation (all) • Protection & Mechanical Methods (all) Other additions: • Tenant Protection Plan • Withdrawal & Supersede • Enhanced 'look and feel'	Continues for: • All NB & Alt-1 filings • All filings already in 'D' status as of Dec. 28.
Phase 2 January 2021	Required for: • New Buildings • Alt-CO (formerly Alt-1) Certificate of Occupancy (new 'living' C of O functionality) for BIS filings	 Continues for: All filings already in 'D' status. Affordable Housing and Fee Exempt filings.



General Construction Work Type

- GC will be its own permit type (no longer OT)
- Can combine file GC with MS and/or ST for a composite (CX) permit
 - If the same contractor plans to perform the work, then can be filed on the same filing:

$$GC + MS + ST$$
 OR $GC + MS$ OR $GC + ST$ $\xrightarrow{suffix will be}$ 'GC-CX'

- In Phase 1 only Alt-2 & Alt-3 (will collectively be simply called 'Alt' going forward)
- In Phase 2 expands to New Building & Alt-1 (will be called 'Alt-CO' going forward); also will be only work type that will trigger:
 - Schedule A
 - Certificate of Occupancy
 - Site Safety Plan



Tenant Protection Plan

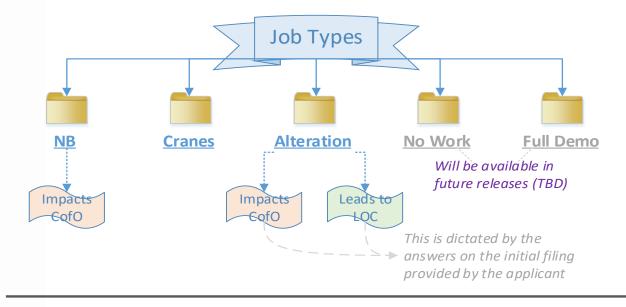
- New owner statements on PW1
- TPP required if building contains or will contain occupied dwelling units
- TPP does not have to be submitted by the applicant of record
- TPP is filled out in DOB NOW. TPP1 form is no longer used
- TPP requirement cannot be waived or deferred
- Public can view the approved TPP on the Public Portal

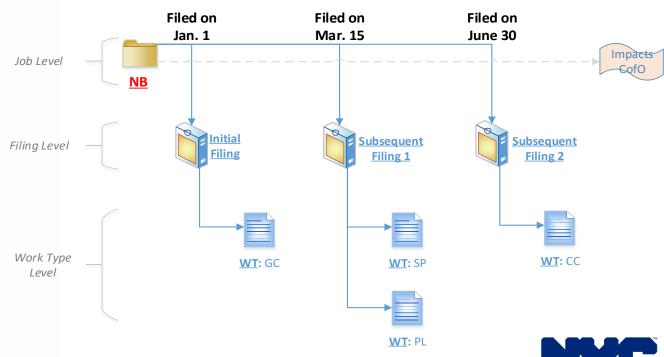


Job Type Structure

Job Type Structure will be added to DOB NOW in Phase 2

1. Job Level
2. Filing Level
3. Work Type Level





CERTIFICATE OF OCCUPANCY: OVERVIEW

- All CO processing moves to DOB NOW in Phase 2 including for BIS jobs
- Schedule A and CO will be at the BIN level
- Occupancy Types that will be available in DOB NOW: Build

CORE & SHELL

- Issued for the entire building or to a set of floors for 'zero'
- Subject to an expiration date

occupancy

 Occupancy renewals apply

TEMPORARY CO

- Issued for the entire building or to a set of floors for the approved live load
- Subject to an expiration date
- Occupancy renewals apply
- EXAMPLE: on a New Building, an applicant can start with no occupancy, get Core & Shell, then TCO, and then Final CO.

PARTIAL CO

- Issued for a set of floors for the approved live load
- Considered as a Final for applicable floors
- No expiration date
- Applicable only to buildings built prior to 1938

INTERIM CO

- Issued for a set of floors for the approved live load
- Considered as a Final for applicable floors
- No expiration date
- Applicable only to buildings built prior to 1938

FINAL CO

- Issued for the entire building for the approved load
- No expiration date



CERTIFICATE OF OCCUPANCY: KEY DIFFERENCES

New process will apply to all New and Existing buildings

CURRENT	FUTURE	
Property has multiple TCOs and CO	Property will have only one active CO	
Hard to identify current CO from the list	At any point, a Building will have only one CO	
Schedule A at Job level	Occupancy Schedule at Building level (BIN)	
Issuance tied to JOB – results in multiple Cos	CO based on Occupancy Schedule ✓ One Occupancy Table and One CO	
Changes amend an entire Building's CO	Changes modify affected Space/Floor(s) only	
Rigid CO Structure: Temporary CO CO	Flexible CO Process: Core & Shell CO Temporary CO Interim/Partial CO Final CO	
Requires continuous TCO Renewals	TCO ends with the issuance of a Partial CO	
Opaque process: BIS has no links with filings, required items, inspections and sign-offs	Transparent CO process: Connects filings, submittals inspections with CO Issuance	



CERTIFICATE OF OCCUPANCY

Transitioning BIS Jobs to DOB NOW: Build

- Info from BIS Schedule A will need to be entered into DOB NOW: Build and cover entire BIN
 - applicants may fill out Schedule of Occupancy in DOB NOW: *Build* as early as they wish after start of Phase (even if not ready to request occupancy, no fee will apply for doing so)
- Occupancy inspections can be requested in DOB NOW: Inspections (no change)
- Applicant requests occupancy (specifying the type of occupancy they want for each floor/use combination) and pays CO fee
- CO is issued (based on new occupancy data for entire BIN)
- Later, there will be ongoing updates to the Schedule of Occupancy when new Alt-CO jobs filings on the BIN are approved in DOB NOW: *Build*



Stay Tuned

- Service Notices
 - Will serve as official announcement of upcoming change
 - Will include links to sign-up for training
- Training Classes
 - Will be broken into different topics
 - Will be offered before & after the launch dates
- Guides & Videos
 - Will be available online



THANK YOU

