

SERVICE NOTICE

COVID-19 Response: Cranes and Derricks, eFiling Authentication, Limited Alteration Applications, Local Law Enforcement and Permit Renewals

As part of the citywide response to the Coronavirus, Department of Buildings (DOB) customers are being urged to immediately limit the amount of walk-in traffic to DOB offices. Effective Tuesday, March 24, 2020, the following changes are in effect:

Cranes and Derricks

- CN Applications (Initials, Amendments, Renewals)
- On-Site Waivers, After Hour Variances, 3-Month Extensions
- CD5s (Initials, Amendments, Renewals)

The above transactions can be mailed or hand-delivered and put in the designated drop-off box at:

Cranes and Derricks

2 Lafayette Street, 12th Floor
New York, NY 10007

Attach to the application a check or money order for the amount owed payable to the NYC Department of Buildings. No credit card payments will be accepted. Plan sets and other documents will not be returned by email and will need to be picked up from the office by pulling a service ticket.

For questions, contact (212) 393-2411 or candd@buildings.nyc.gov.

eFiling Authentication

eFiling Authentication forms can be mailed or hand-delivered and put in the designated drop-off box at:

eFiling Authentication

280 Broadway, 1st Floor
New York, NY 10007

Include a copy of your state-issued ID or DOB ID. For further assistance, visit www.nyc.gov/dobnowtips.

Limited Alteration Applications (LAA)

[OP128: Ordinary Plumbing Work Report](#) forms can be mailed or hand-delivered and put in the designated drop-off box at:

Limited Alteration Application
280 Broadway, 1st Floor
New York, NY 10007

Attach to the application a check or money order for \$100 payable to the NYC Department of Buildings.

Continue to submit questions and L2s for LAA applications submitted in DOB NOW: *Build* to www.nyc.gov/dobnowhelp or call **(212) 393-2406**.

Local Law Enforcement

Facades

For assistance with calculating civil penalties, questions about Local Law 11 and other facades issues, contact **(212) 393-2551** or facades@buildings.nyc.gov.

Retaining Walls

Contact LRetainingWalls@buildings.nyc.gov for assistance.

Permit Renewals

Permit renewals can no longer be processed in-person at 280 Broadway, 1st Floor. See the [COVID-19 Response – Application Processing Service Notice](#) for processing permit renewals and L2: Requests for Overrides, Reductions or Waivers of Civil Penalties related to permit renewals at the borough offices.

Drop-offs are accepted Monday through Friday, 8:30 am – 4:00 pm.

POST UNTIL: June 30, 2020