

# **SERVICE NOTICE**

## **Ancillary Dwelling Units to be Filed in DOB NOW**

Local Law 127 of 2024 provides eligibility and design requirements for Ancillary Dwelling Units (ADUs) in one- and two-family homes. The Department of Buildings will accept ADU applications beginning September 30, 2025. ADU filings will be submitted in DOB NOW: *Build*.

#### File an ADU in DOB NOW

Login to DOB NOW at nyc.gov/dobnow using your NYC.ID account and create an initial Alt-CO-GC or New Building (NB)-GC job. In the PW1: Plan/Work Application tab, a new Ancillary Dwelling Unit section will appear under Filing Review Type, Work Type/Filing Includes. On the Schedule of Occupancy, select Ancillary Dwelling Unit as Description of Use for Residential Occupancy Classification under both Occupancy Group R-2 and R-3.

#### **New Buildings with ADU in Cellar**

An NB filing for a one-family dwelling with an ADU located in the cellar is not permitted to be submitted unless and until Section 27-2087 of the Housing Maintenance Code provides for such occupancy in cellars. See 1 RCNY §105-08.

#### **ADU Filings Submitted Before September 30, 2025**

Filings for an ADU submitted in DOB NOW prior to September 30, 2025, have a Filing Status of On Hold. DOB will send emails to the stakeholders on these filings with instructions on how to proceed with these filings.

#### **Additional Information**

For more information about Local Law 127 of 2024 and Ancillary Dwelling Units, visit the **Ancillary Dwelling Units** page at **nyc.gov/buildings**.

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

To submit an inquiry about DOB NOW, visit the DOB NOW Help Form at nyc.gov/dobnowhelp.