

SERVICE UPDATE

Filing Requirements for Applications Requiring Final Inspection by Registered Design Professional

Applications filed on or after August 9, 2018 for most work types are required to have the final inspection performed by a Professional Engineer or Registered Architect (Registered Design Professional or 'RDP'). For more information, see [Buildings Bulletin 2018-008](#)

Filing Requirements

- **BIS** – Applications submitted through BIS that are limited to any of the affected work types (see table below) are required to be filed under Directive 14 of 1975 by selecting 'yes' in section 5A of the PW1 form, and 'Final Inspection' must be indicated as a required progress inspection on section 4A of the TR1 Form.
- **DOB NOW** – Applications filed in DOB NOW must also select Directive 14 when prompted, and add Final Inspection as required progress inspection.
- **Final Inspection** – The Final Inspection must be performed by a RDP in good standing with the Department to perform such inspections. The RDP responsible for the Final Inspection does not have to be the applicant of record who prepared the plans.

NOTE: Applications filed on or after August 9, 2018 that do not follow these procedures must be re-filed.

The following tables list the final inspection requirements by work type:

BIS Work Type		DOB NOW Work Type*		Final Inspection by	
				Registered Design Professional	Department of Buildings
OT/ANT	Antenna**	A N	Antenna	X	
BL	Boiler	BL	Boiler		X
OT/BPP	Builders Pavement Plan***	BP P	Builders Pavement Plan		X
EQ	Chutes		Protection and Mechanical Methods	X	
EQ	Cocoons		Protection and Mechanical Methods	X	
EQ	Construction Hoists (Material Hoists / Personnel Hoists)		Protection and Mechanical Methods	X	
CC	Curb Cut	C C	Curb Cut		X
	Demolition		Demolition		X
FO/ EA	Earthwork Excavation Landscape Sitework (grading, septic, backfill, waterproofing) Soil Grouting/Improvement Rock/Soil Anchors		Earthwork	X	
	Electrical		Electrical		X
ELV	Elevators		Elevators		X
FN	Fence	F N	Fence	X	
FA	Fire Alarm****				
OT/FPP	Fire Protection Plan*****				

BIS Work Type		DOB NOW Work Type*		Final Inspection by	
				Registered Design Professional	Department of Buildings
FP	Fire Suppression				X
FO	Foundations Single- and Multi-Tier Underpinning Shallow Foundations/Footings, including but not limited to those constructed with: Timber Wood Masonry Pier Foundation walls Retaining Walls Deep Foundations		Foundation	X	
FB	Fuel Burning	BL	Boiler		X
FS	Fuel Storage	BL	Boiler		X
OT/GC	General Construction***** (Alt-2, Alt-3)		General Construction**** **	X	
OT	Green Roof		Green Roof	X	
OT/MAR	Marquee		Special Construction		X
MH	Mechanical Systems	MS	Mechanical Systems/HVAC	X	
PL	Plumbing	PL	Plumbing		X
SH	Sidewalk Shed	SH	Sidewalk Shed	X	
OT	Solar		Solar	X	
SP	Sprinkler	SP	Sprinkler		X
SD	Standpipe	SD	Standpipe		X
OT	Structural Superstructure Temporary Shoring and Bracing Support of Adjacent Buildings	ST	Structural	X	

BIS Work Type		DOB NOW Work Type*		Final Inspection by	
				Registered Design Professional	Department of Buildings
OT	Support of Excavation Shoring - sheet piles, soldier piles, lagging Slurry Walls Ground Freezing Tangent/Secant Piles Berming/Sloping/Benching		Support of Excavation	X	
SF	Supported Scaffold	SC	Supported Scaffold	X	
EQ	Suspended Scaffold Systems Swingstage Outrigger Beam C-Hook Single- and Multi-point Adjustable		Suspended Scaffold	X	

NOTES

- * **DOB NOW** work types shall be effective upon applicable launch date
- ** **Antenna** work filings must be filed through DOB NOW. BIS filings no longer accepted.
- *** Builders Pavement Plan (**BPP**) applications that are currently filed through BIS are not required to be filed or reviewed under D14 and do not require a final inspection to be indicated or performed by a registered design professional.
- **** Fire Alarm systems shall be inspected by the Fire Department.
- ***** Fire Protection Plans (**FPP**) shall not require a final inspection by the Registered Design Professional.
- ***** General Construction which does not result in a new or amended Certificate of Occupancy

Further information can be found in [Buildings Bulletin 2018-008](#).

POST UNTIL: January 31, 2019