

SERVICE NOTICE

New Location – Brooklyn Borough Office

On Monday, November 21, 2022, the Brooklyn Borough Office will relocate to 345 Adams Street, 3rd Floor. Records requests for Brooklyn properties cannot be submitted from November 16 to November 17. No in-person plan examination appointments will occur for Brooklyn job filings November 21 through November 23.

The Brooklyn Borough Office is moving from 210 Joralemon Street, 8th floor to 345 Adams Street, 3rd Floor. The Joralemon Street location will remain open through Friday, November 18. On Monday, November 21, the Brooklyn Borough Office will open at its new location on Adams Street. All other [contact information](#) will remain the same.

The following services are affected by this move:

- [Record requests](#) for Brooklyn properties cannot be submitted in [DOB NOW: BIS Options](#) on November 16 and November 17. Records cannot be picked up at the Joralemon Street location on November 18 or at the Adams Street location on November 21.
- In-person plan examination appointments cannot be scheduled from November 21 through November 23. Online plan examination appointments are not affected.

Other November reminders:

- All Department of Buildings offices are closed November 8 for Election Day and November 11 for Veterans Day.
- [Buildings After Hours](#) is cancelled on November 8 and will resume on November 15.