



Compliance Violations: How to Search, Pay, or Request a Waiver or a Challenge

DOB NOW: Safety Step-by-Step User Guide

This guide explains how to search for and manage compliance violations issued by NYC Department of Buildings. Information about New York City buildings and compliance violations are publicly accessible through the **DOB NOW Public Portal**. However, to make a payment, request a waiver of civil penalties, or challenge a violation, you will need to log in to **DOB NOW: Safety** using an NYC.ID account.

Compliance violations are issued for not submitting required periodic building inspection reports and other violations that are not the result of an enforcement action. For a complete list of the violations on a property, also search the **Buildings Information System (BIS)**. OATH Summonses and some DOB violations are only in BIS and are not found in DOB NOW.

System Guidelines

Chrome is the recommended browser for optimal DOB NOW performance.

1. Fields with a red asterisk (*) are required and must be completed.
2. Grayed-out fields are read-only or are auto-populated by the system.
3. Depending on the size of your screen or browser, you may have to use the scroll bar to view more options or full fields.

The screenshot shows the DOB NOW: Safety user interface. At the top, there are three input fields: 'Email*' (with a red asterisk and a red box around it, labeled with a red circle 1), 'Applicant Type*' (with a red asterisk and a dropdown menu, labeled with a red circle 2), and 'Last Name' (with a grayed-out field, labeled with a red circle 2). Below these fields is a section titled 'Filing Representative Information' with a '+ Add Representative' button. Underneath is a table with columns: 'First Name', 'Last Name', 'Email', 'Business Name', 'Business Telephone', and 'Action'. The table contains one row with the data: ADAM, JOE2, AJOETEST2@GMAIL.COM, AJ2, (201) 222-3333. Below the table is a scroll bar (labeled with a red circle 3) and a pagination section showing 'Total Items: 1', '1 / 1', '5' items per page, and '1 - 1 of 1 items'.

Helpful Links

- **DOB NOW: Safety Resources page:** Presentations, Step-by-Step Guides, Resources, and Videos
- **DOB NOW Training page**
- **Payment Manual**
- **How to Disable Popup Blockers**



Table of Contents

DOB NOW: Safety Step-by-Step User Guide	1
Helpful Links	1
Public Portal - Violation Search	3
Public Portal - Property Profile: Search	5
DOB NOW: <i>Safety</i> – Violation Search	7
DOB NOW: <i>Safety</i> - Make a Payment	10
DOB NOW: <i>Safety</i> - Civil Penalty Waiver Requests.....	15
DOB NOW: Safety - Civil Penalty Waiver Requests – What’s Next	18
DOB NOW: <i>Safety</i> - Violation Challenge Requests.....	19
DOB NOW: Safety – Violation Challenge Requests – What’s Next	22
Table of Compliance Types and Associated Requests and Violations	23

Public Portal - Violation Search

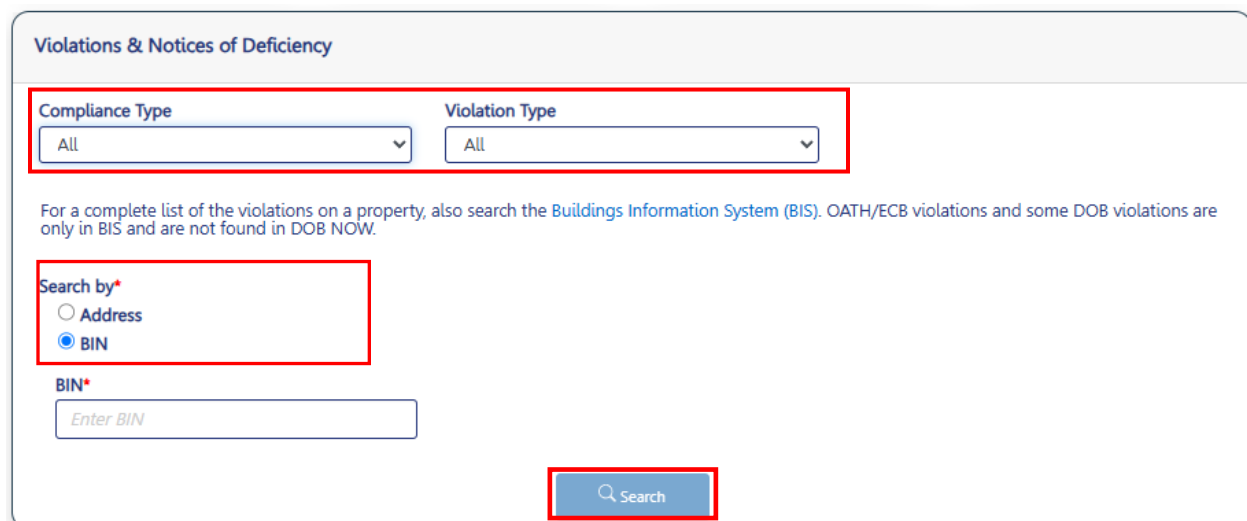
Violations issued to New York City properties are public information and can be searched for and viewed in the Public Portal without creating an account or logging in. For a complete list of the violations on a property, also search the **Buildings Information System (BIS)**.

Step 1: To search for violations in the Public Portal, go to nyc.gov/dobnow. Without logging in, click on the **Violations & Notices of Deficiency** button located under the **Search the Public Portal** section.



Step 2: The **Violations** search window appears directly under the **Violation & Notices of Deficiency** button. You can select **All** or specify a **Compliance Type** and **Violation Type** (if applicable).

If All is selected, you may search by the **Address** or **BIN**. More search options are available depending on the compliance type that is selected (**Control Number**, **Device Number**, **Reference ID Number** or **Violation Number**).



Violations & Notices of Deficiency

Compliance Type: Violation Type:

For a complete list of the violations on a property, also search the [Buildings Information System \(BIS\)](#). OATH/ECB violations and some DOB violations are only in BIS and are not found in DOB NOW.

Search by*

☐ Address

☒ BIN

BIN*

Step 3: Your **Search Results** display in a new window and can be filtered by **Compliance Type**, **Violation Type**, and **Violation Status**. The amount of the **Total Civil Penalties Owed** is displayed at the top right of the page. Select **View PDF** at the bottom of the page to save or print the **Search Results**.

Search Results for All Violations

If a civil penalty is due, pay or request a challenge/waiver for the violation by first closing this window. Then enter your email and Login to **DOB NOW: Safety**. Once logged in, select **Violations & Notices of Deficiency** and then **+Violations Payments**.

Compliance Type

Violation Type

Violation Status

All

All

All

Total Civil Penalties Owed: \$36,000.00

i

Violation # 012099LL108100588	BIN 1015735	Compliance Type Elevators	Violation Status Active	Civil Penalty Due \$1,000.00	Detail ▾
Violation # 012099LL108100588	BIN 1015735	Compliance Type Elevators	Violation Status Active	Civil Penalty Due \$1,000.00	Detail ▾
Violation # 012099LL108100588	BIN 1015735	Compliance Type Elevators	Violation Status Active	Civil Penalty Due \$1,000.00	Detail ▾
Violation # 012099LL108100588	BIN 1015735	Compliance Type Elevators	Violation Status Active	Civil Penalty Due \$1,000.00	Detail ▾

<

1 to 5 of 24 records

>

View PDF

Close

Step 4: Click the **i** button to view a **Summary of Total Civil Penalties Due**, with the number of **Total Violations** and then violations separated out by status **Active**, **Dismissed**, **Waived - Pending Dismissal**, and **Pending Dismissal**.

Search Results for All Violations

If a civil penalty is due, pay or request a challenge/waiver for the violation by first closing this window. Then enter your email and Login to **DOB NOW: Safety**. Once logged in, select **Violations & Notices of Deficiency** and then **+Violations Payments**.

Compliance Type

Violation Type

Violation Status

All

All

All

Total Civil Penalties Owed: \$33,500.00

i

Violation # VIO-FTF-EN-BENCH-202711-0395705	BIN 2098220	Compliance Type Benchmarking - LL84	Violation Status Active	Civil Penalty Due \$500.00	Detail ▾
Violation # 020220BENCH00270	BIN 2098220	Compliance Type Benchmarking - LL84	Violation Status Active	Civil Penalty Due \$500.00	Detail ▾
Violation # VIO-FTF-EN-BENCH-222202-0638030	BIN 2098220	Compliance Type Benchmarking - LL84	Violation Status Active	Civil Penalty Due \$500.00	Detail ▾
Violation # VIO-FTF-EN-BENCH-202407-0051346	BIN 2098220	Compliance Type Benchmarking - LL84	Violation Status Active	Civil Penalty Due \$500.00	Detail ▾

<

1 to 5 of 24 records

>

View PDF

Close

Summary of Total Civil Penalties Due

Total Violations: 52

Active: 42

Dismissed: 9

Pending Dismissal: 0

Disputed Successfully: 0

Waived-Pending Dismissal: 1

Paid-Pending Dismissal: 0

Cured: 0

Compliance Type	Total Violations	Total Civil Penalties Due
Elevators	5	\$15,000.00
Benchmarking - LL84	47	\$18,500.00
Total	52	\$33,500.00

Close

4

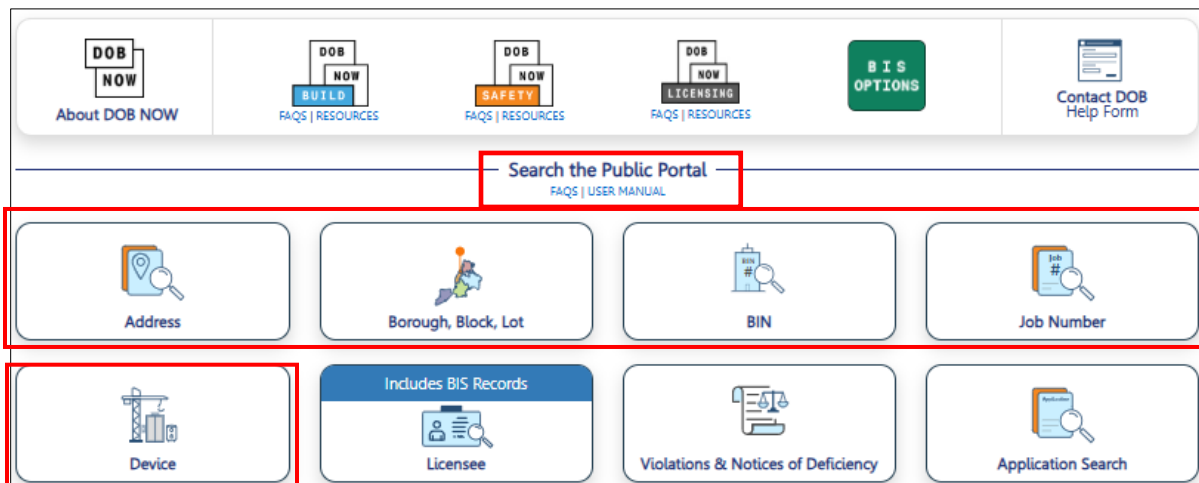
Step 5: Select the **Detail** arrow to view the **Violation Information**. If the violation was issued in BIS, the **Violation Number** will have a hyperlink to the violation information in BIS.

Violation # 090619ACC100038	BIN 1087243	Compliance Type Elevators	Civil Penalty Due \$0.00	Detail	
Violation Information					
Violation Class AOC	Violation Type ACC1	Cycle End Date 12/31/2017	Address 28 WASHINGTON STREET MANHATTAN		
Associated Device(s)					
Violation Number	Device Number	Issue Date	Violation Status	Civil Penalty Status	Violation Remarks
090619ACC100038	1P18479	09/06/2019	Dismissed	Paid	Not Available

Public Portal - Property Profile: Search

The violation information and penalties due can also be viewed on the **Property Profile**.

Step 1: To navigate to the **Property Profile** page, search the Public Portal by **Address**, **Borough Block Lot**, **BIN**, **Device**, or **Job Number**.



The image shows the Public Portal search interface. At the top, there are navigation links: "About DOB NOW", "BUILD", "SAFETY", "LICENSING", "BIS OPTIONS", and "Contact DOB Help Form". Below these is a search bar labeled "Search the Public Portal" with a link to "FAQS | USER MANUAL". The search results are displayed in a grid of buttons, each with an icon and a label. The buttons are: "Address" (location pin icon), "Borough, Block, Lot" (map icon), "BIN" (building icon), "Job Number" (document icon), "Device" (crane icon), "Includes BIS Records" (person icon), "Violations & Notices of Deficiency" (scales icon), and "Application Search" (document icon). The "Address", "Borough, Block, Lot", "BIN", "Job Number", and "Device" buttons are highlighted with a red border.

Step 2: There are two ways to view the **Total Active Violations** and **Total Civil Penalties Due** on the **Property Profile**. Click **Penalties Owed** at the top of the **Property Profile** page or select **Violations & Notices of Deficiency** under the **Jobs/Occupancy/Compliance Filings** menu at the bottom of the **Property Profile**.

1

← Back

Property Profile

Home

28 WASHINGTON STREET | MANHATTAN 10004 | BIN# 1087243

New Penalties Owed

Building Schedule of Occupancy

Certificate of Occupancy

Certificate of Compliance

Active Tenant Protection Plans

After Hour Variance

Energy Submission

Loft Board Submission

Notifications

2

Jobs/Occupancy/Compliance Filings

BIS Schedule of Occupancy

BUILD: Job Filings

Certificate of Occupancy

SAFETY: Compliance Filings

Violations & Notices of Deficiency

Step 3: **Total Active Violations** and **Total Civil Penalties Due** are displayed at the top of the page. All **Active Violations** will be listed by Compliance Type. Click the arrows to hide or show details.

90 MYRTLE AVENUE | BROOKLYN | BIN# 3255603

Total Active Violations: 12

Total Civil Penalties Due: \$39,500.00

Compliance Type

Violation Type

All

All

Total Active Violations

Total Civil Penalties Due

12

\$39,500.00

Print

Modify Search


This portal only contains compliance violations. Search the Buildings Information System for OATH/ECB violations.

If a civil penalty is due, pay or request a waiver for the violation by selecting the Home button. Then enter your email and Login to DOB NOW: Safety. Once logged in, select Violations and then +Violations Payments.

Parking Structures

Filter Search Results From Here...

Violation #	BIN	Compliance Type	Violation Status	Civil Penalty Due
VIO-FTC-PS-UNSAFE-20243-0066911	3255603	Parking Structures	Active	\$7,000.00

Step 4: The **Print**, **Modify Search**, and **Penalty Summary** are available at the top of the page. Click **Print** for a PDF list of violations that can be saved or printed. Click the  icon to display a **Summary of Total Civil Penalties Due**.

Select the **Modify Search** button to search for a new property without navigating back to the main Public Portal page.

90 MYRTLE AVENUE | BROOKLYN | BIN# 3255603

Total Active Violations: 11 | Total Civil Penalties Due: \$34,750.00

Compliance Type

All

Violation Type

All

Total Active Violations

11

Total Civil Penalties Due

\$34,750.00



Print

Modify Search

Search by*

Address

BIN

BIN*

Enter BIN

Update Search

DOB NOW: Safety – Violation Search

Compliance violations can be searched for and viewed in the Public Portal without logging in, but to make a payment, request a waiver, or challenge a violation, you will need to log in to **DOB NOW** using an NYC.ID account.

Step 1: Log in to DOB NOW at nyc.gov/dobnow. If you need to create an NYC.ID account, select **Create Account** or visit nyc.gov/dobnowtips for resources and step-by-step instructions.

DOB NOW

About DOB NOW

DOB NOW

BUILDS

FAQS | RESOURCES

DOB NOW

SAFETY

FAQS | RESOURCES

DOB NOW

LICENSING

FAQS | RESOURCES

B I S

OPTIONS

Contact DOB

Help Form

Search the Public Portal

FAQS | USER MANUAL

Address

Borough, Block, Lot

BIN

Job Number

Device

Includes BIS Records

Licensee

Violation

Application Search

Additional Tools

Building Energy Efficiency Rating Label

Building on My Block / Zoning Challenge

Elevator License Exam Payment

Login to DOB NOW: to submit Jobs, Filings & Applications

Enter your eFiling or DOB NOW: Licensing account information

Email

Email

Login

New User ? Create an Account ?

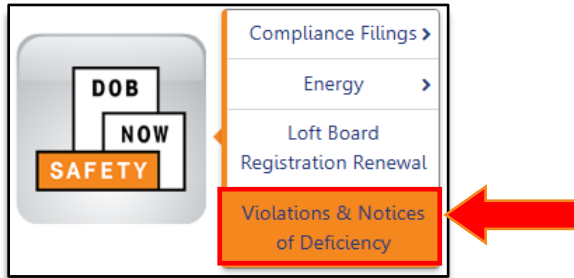
Create Account

To reset or change your NYC.ID password, click NYC.ID Profile.

Need more help? Contact us.



Step 2: On the Main dashboard, go to **DOB NOW: Safety** and select **Violations & Notices of Deficiency**.



Step 3: On the **Violations** dashboard, click **Search Violations**.



Step 4: The **Search Violations** page displays. Select a **Compliance Type** and **Violation Type** (where applicable). Select at least one **Search by** option. All Compliance Types show the **Address** and **BIN** **Search by** options. Depending on Compliance Type, you selected you may also see **BBL**, **Violation Number**, **Device Number**, **Control Number**, **Parking Structure ID** or **Reference ID Number**. After making your selections, click **Search**.

Step 5: The search can be filtered by **Compliance Type** (only if Compliance Type of **All** was chosen in the previous step), **Violation Type**, and **Violation Status**. **Total Civil Penalties Owed** will also be displayed.

Search Results for All Violations

If a civil penalty is due, pay or request a challenge/waiver for the violation by selecting the Dashboard button. Then select +Violations Payments.

Compliance Type

Violation Type

Violation Status

All

All

All

Total Civil Penalties Owed: \$36,000.00

Violation #	BIN	Compliance Type	Violation Status	Civil Penalty Due	Detail
012099LL108100588	1015735	Elevators	Active	\$1,000.00	
012099LL108100588	1015735	Elevators	Active	\$1,000.00	

Step 6: More details can be revealed by clicking on the drop-down arrow next to **Detail**.

Violation # VIO-FTC-PS-UNSAFE-20243-0061738	BIN 3319418	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$1,000.00	Detail
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Pay Now

Waiver Request

Violation Information

Violation Class FTC	Violation Type FTC-PS-UNSAFE	Sub Cycle 1B	Address 62 MYRTLE AVENUE BROOKLYN
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Associated Violation(s)

Violation Number	Parking Structure ID	Issuance Date	Compliance Report Filed	ISN	Civil Penalty Status	Violation Remarks
VIO-FTC-PS-UNSAFE-20243-0061738	B0001801	08/01/2024	Satisfied	202430061738	Due	Not Available

Step 7: The selected row expands to show the details for that violation. If there are any actionable payments, waivers, or challenges for that violation, **Pay Now**, **Waiver Request**, and/or **Challenge Request** buttons will be visible. Click the button for the action you are ready to work on, and a confirmation notification will display.

Compliance Type AEUHAZ	Violation Status Active	Civil Penalty Due \$5,000.00	Detail
---------------------------	----------------------------	---------------------------------	--------

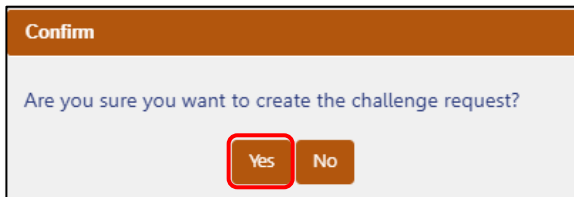
Pay Now

Challenge Request

Address
2 WEST 29 STREET MANHATTAN

ISN	Civil Penalty Status	Violation Remarks
2024060549835	Due	Not Available

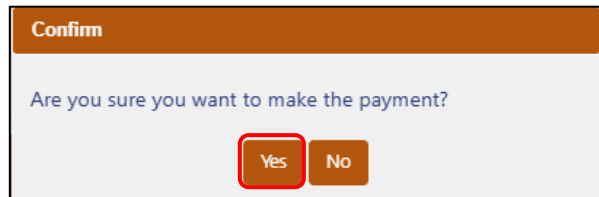
Step 8: Selecting **Yes** on the Confirmation popup takes you to the beginning of that process with your information and the violation information prefilled. See the following sections for detailed steps about payments, waivers, and challenges.



Confirm

Are you sure you want to create the challenge request?

Yes No



Confirm

Are you sure you want to make the payment?

Yes No

DOB NOW: *Safety* - Make a Payment

If you are making a civil penalty payment for any of the following compliance types, a **Compliance Report** must be submitted before the payment will resolve the violation:

- Emergency Power
- Gas Piping
- Parking Structures
- Photoluminescent
- Retaining Walls
- Sprinklers
- Structurally Compromised Buildings

For **Parking Structures and Facades**, you will not be able to make a payment until the **Compliance Report** has been **submitted** AND **accepted** in DOB NOW. **All payments must be made in full**, except for **Facades**.

For **Facades** only, partial payments may be made when paying the violation fee.

See the **Table of Compliance Types and Associated Requests and Violations** on page 24.

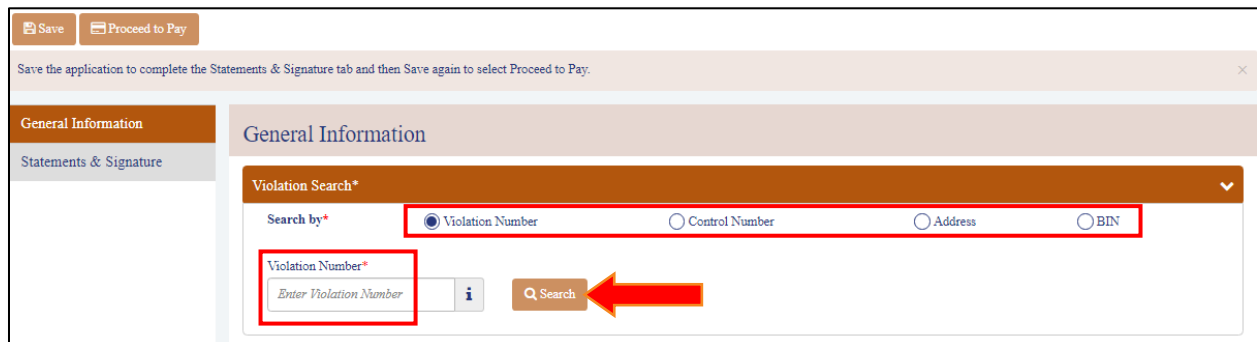
Step 1: To make a payment, on the **Violations** dashboard go to **+Violations Payments**, then select the appropriate **Compliance Type** from the list.



The screenshot shows a dropdown menu for 'Violations Payments'. The menu is open, displaying a list of compliance types. A red arrow points to the '+ Violations Payments' button at the top of the dropdown.

- AEUHAZ
- Benchmarking - LL84
- Boilers
- Elevators
- Energy Grade - LL33
- Facades
- Gas Piping - LL152
- GHG Emissions - LL97
- Lighting Systems Upgrade/Sub-meters in Tenant Spaces - LL88
- Parking Structures
- Retaining Walls
- Retro-Commissioning - LL87
- Sprinklers
- Structurally Compromised Buildings

Step 2: The **Violation Search** will display under the **General Information Tab**. Search for the violation you want to pay by selecting one of the **Search by** options. The available options vary depending on the Compliance Type you select.



The screenshot shows the 'General Information' tab in the application. The 'Violation Search*' section is active. The 'Search by*' dropdown is set to 'Violation Number'. A red box highlights the 'Violation Number*' input field, which contains the placeholder text 'Enter Violation Number'. A red arrow points to the 'Search' button.

Buttons: Save, Proceed to Pay

Save the application to complete the Statements & Signature tab and then Save again to select Proceed to Pay.

General Information

Violation Search*

Search by* ☒ Violation Number ☐ Control Number ☐ Address ☐ BIN

Violation Number*

Step 3: Your **Search Results** list displays in a popup window. Select the violation that you want to pay and then click **+Add** to continue.

Search Results for Parking Structures Violations							
<input checked="" type="radio"/>	Violation # VIO-FTF-PS-INITL-202212-0056245	BIN 1030886	Sub-Cycle End Date 12/31/2022	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$0.00	Detail ▾
<input type="radio"/>	Violation # VIO-FTF-PS-INITL-202212-0045011	BIN 1030886	Sub-Cycle End Date 12/31/2022	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$23,000.00	Detail ▾
<input type="radio"/>	Violation # VIO-FTF-PS-INITL-202212-0045012	BIN 1030886	Sub-Cycle End Date 12/31/2022	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$23,000.00	Detail ▾
<input type="radio"/>	Violation # VIO-FTF-PS-INITL-202212-0045001	BIN 1030886	Sub-Cycle End Date 12/31/2022	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$23,000.00	Detail ▾
<input type="radio"/>	Violation # VIO-FTF-PS-INITL-202212-0047686	BIN 1030886	Sub-Cycle End Date 12/31/2022	Compliance Type Parking Structures	Violation Status Active	Civil Penalty Due \$23,000.00	Detail ▾

◀ 1 to 5 of 11 records ▶
➕ Add
✖ Cancel

Note: Click **Detail** to get more information about the violation.

Violation #

VIO-FTF-EN-LL88311-202401-0650960

BIN

2083172

Compliance Type

Lighting Systems Upgrade Sub-meters in Tenant Spaces - LL88

Violation Status

Active

Civil Penalty Due

\$1,500.00

Detail

Violation Information

Violation Class

FTF

Violation Type

FTF-EN-LL88311

Applicable YearMonth

2025

Address

233 NAPLES TERRACE BRONX

Associated Violation(s)

Violation Number

VIO-FTF-EN-LL88311-202401-0650960

Issuance Date

06/21/2025

ISN

883112024010650960

Civil Penalty Status

Due

Violation Remarks

FAILURE TO DISPLAY ENE...

Note: For the **Facades** Compliance Type, multiple violations can be selected at the same time by checking the checkboxes.

Search Results for Facade Violations

<input type="checkbox"/>	BIN 1057023	Compliance Type Facades	Violation Status Active	Base Control Number 06537	Civil Penalty Due \$30,000.00	Detail ▾
<input type="checkbox"/>	BIN 1057023	Compliance Type Facades	Violation Status Active	Base Control Number 06537	Civil Penalty Due \$10,500.00	Detail ▾

➔

+ Add

✕ Cancel

Step 4: After you have added the violation(s) that you are ready to pay, you will be taken to the **General Information** tab. The information will be prefilled in the sections for **Violation Information**, **Location**, and **Respondent**. Click **Save**, at the top of the page, then click **OK** on all confirmation pop-ups.

Save

Save the application to complete the Statements & Signature tab and then Save again to select Proceed to Pay. This portal contains violations for failure to file annual boiler inspection reports and Category 1, Affirmation of Correction and Category 5 elevator inspection/test reports. Search the Buildings Information System for any other violation type.

General Information

Statements & Signature

General Information

Violation Search *

Search by *

☐ Violation Number
 ☐ Reference ID Number
 ☐ Address
 ☒ BIN

BIN*

1030886

Q Search

Violation Information *

Violation Number

VIO-FTF-PS-INITL-202212-0045012

BIN

1030886

Sub Cycle End Date

12/31/2022

Sub-Cycle

1A

Compliance Type

Parking Structures

Violation Type

FTF-PS-INITL

Violation Class

FTF

Transaction Status

Pre-filing

Violation Status

Active

Associated Violations

Violation Number	Reference ID Number	Civil Penalty	Civil Penalty Status	Compliance Report Filed	Violation Remarks
VIO-FTF-PS-INITL-202212-0045012	M0001698	\$23,000.00	Due	Pending	Not Available

Step 5: On the **Statements & Signature** tab, click the checkbox to attest to the **Respondent's Statement**. Then click **Save** again.

Save

Save the application to complete the Statements & Signature tab and then Save again to select Proceed to Pay.

VIO-FTC-PS-SREM-202403-0690070-04

General Information

Statements & Signature

Statements & Signature

Respondent's Statement*

As a condition of being granted a license, registration and/or qualification from the New York City Department of Buildings, I attest that I will comply with all applicable provisions of the New York City Administrative Code and Department rules, regulations, and directives governing how licensees, registrants, and qualification holders conduct their specific trade.

I understand that falsification of any statement or record submitted to the Department is a misdemeanor and is punishable by a fine or imprisonment, or both. I understand that 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 further understand that such actions are punishable by imprisonment, fine and/or suspension or revocation of license, registration, and/or qualification.

I understand that, pursuant to §§ 28-401.19 and 28-401.20 of the NYC Administrative Code, my failure to cooperate fully and completely with respect to any governmental investigation may result in disciplinary measures authorized by law, including but not limited to suspension or revocation of any license, registration, or certificate of competence issued by the Department.

I have reviewed the information provided in this application and hereby attest that, to the best of my knowledge and belief, all such information is true and accurate. I further attest that all attachments submitted with this application are copies of the original documents.

☐

I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the certification statements above. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand.

Name

Date

Step 6: Click **Proceed to Pay**, then click **Yes** on the **Payment Confirmation** window. You will be taken to the **NYC CityPay** system to make your payment. See the **Payments Manual** for a step-by-step guide.

Proceed to Pay

Save the application to complete the Affirmation of Correction and Category

VIO-FTF-PS-INITL-202212-0040384-05

Payment Confirmation

Are you sure you want to make a payment now for \$23,000.00?

Please confirm that your pop-up blocker is turned off before proceeding to Payment.

eCheck payments can take up to 10 days to process. The transaction will not be complete until the payment is processed.

Yes

No

Once the payment is processed. The **Civil Penalty Status** will change to **Paid**.

Violation Information *					
Violation Number	BIN	Sub Cycle End Date			
VIO-FTC-PS-SREM-20243-0062056	3255603	03/30/2024			
Sub-Cycle	Compliance Type	Violation Type			
1B	Parking Structures	FTC-PS-SREM			
Violation Class	Transaction Status	Violation Status			
FTC	Violation Dismissed	Dismissed			
Associated Violations					
Violation Number	Reference ID Number	Civil Penalty	Civil Penalty Status	Compliance Report Filed	Violation Remarks
VIO-FTC-PS-SREM-20243-0062056	B0001792	\$2,000.00	Paid	Satisfied	Not Available



Note: If a compliance filing is required, the violation is considered resolved when the **Compliance Report** has been submitted **AND** accepted, **AND** the payment has processed.

See the **Table of Compliance Types and Associated Requests and Violations** on page 24.

DOB NOW: *Safety* - Civil Penalty Waiver Requests

Step 1: To request a Waiver, on the **Violations** dashboard go to **+Waivers and Challenges**, then select the appropriate Compliance Type.

- + Waivers and Challenges
- + Certificate of Correction Review
- AEUHAZ
- Benchmarking - LL84
- Boilers
- Elevators
- Energy Grade - LL33
- Facades
- Gas Piping - LL152
- GHG Emissions - LL97
- Lighting Systems Upgrade/Sub-meters in Tenant Spaces - LL88
- Parking Structures
- Retaining Walls
- Retro-Commissioning - LL87
- Structurally Compromised Buildings

Step 2: Search for the violation by **Violation Number**, **Reference ID Number** (where applicable), **Address** or **BIN**.

General Information

Violation Search *

Search by* ☒ Violation Number ☐ Reference ID Number ☐ Address ☐ BIN

Violation Number*

Enter Violation Number *i* **Search**

Step 3: Select the radio button beside the **Associated Violation(s)** for which you want to request a waiver. Up to five (5) violations can be submitted for a waiver at the same time. After making your selections, click **+Add**.

Search Results for Parking Structures Waivers

<input checked="" type="radio"/>	Reference ID Number M0001667	Compliance Type Parking Structures	BIN 1030886	Civil Penalty Due \$5,000.00	^			
Associated Violation(s)								
Select	Violation Number	Issuance Date	Violation Status	Compliance Report Filed	Sub-Cycle End Date	Violation Type	Violation Category	Civil Penalty Status
<input type="checkbox"/>	VIO-FTF-PS-INITL-202212-0040384	06/12/2024	Active	Satisfied		FTF-PS-INITL	Failure to File INITL	Due

<input type="radio"/>	Reference ID Number M0001703	Compliance Type Parking Structures	BIN 1030886	Civil Penalty Due \$0.00	v
<input type="radio"/>	Reference ID Number M0001743	Compliance Type Parking Structures	BIN 1030886	Civil Penalty Due \$0.00	v
<input type="radio"/>	Reference ID Number M0001785	Compliance Type Parking Structures	BIN 1030886	Civil Penalty Due \$0.00	v
<input type="radio"/>	Reference ID Number M0001668	Compliance Type Parking Structures	BIN 1030886	Civil Penalty Due \$5,000.00	v

<
1 to 5 of 16 records
>

0 violations selected for waiver.

+ Add

x Cancel

Step 4: Select the **Waiver Request Reason(s)** from this list: **New Owner**, **Bankruptcy**, **Government Ownership**, **Demolished**, and/or **Proof of Compliance**. Comments can also be added.

Waiver Information

Reference ID Number M0001667	BIN 1030886	Compliance Type Parking Structures
Transaction Status Pre-filing		

Waiver Request Reason

Owner <input type="checkbox"/> New Owner <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Government Ownership	Building <input type="checkbox"/> Demolished <input type="checkbox"/> Proof of Compliance
--	--

Comments

Step 5: Click **Save**. Select **Yes** on the notifications that appear.

Save

A maximum of five (5) violations can be submitted on one waiver request. See Title 1, Chapter 100 RCNY §103-03 for waiver information. Complete the General Information section and then Save the application to complete the Documents and Statements & Signature sections. Save the application again. Select the Submit button to proceed. The request will not be reviewed by DOB staff until the Submit button is selected.

Step 6: If documents are required for your Waiver Request Reason, the documents will be listed on the **Documents** tab. In the list, find the document that you are ready to upload, then click the edit icon next to that document's name.

WCPR-PS-0000001087

General Information



Documents

Statements & Signature

Documents

Additional Documents

Required Documents

Actions	Document Name	Document Type	Document Status	U
	Justification Letter	Justification Letter	Required	08/
	Recorded Deed	Recorded Deed	Required	08/

Step 7: Click **Choose File** to navigate to the document on your computer. Click **Upload**. Repeat for all required documents. Additional documents may also be added.

Upload Document

Document Name*

Justification Letter

Document Type*

Justification Letter

Document

Choose File

No file chosen

Upload

Cancel

Step 8: Click the checkbox to **Attest** on the **Statements & Signature** tab, then click **Save** and then **Submit**.

Save Submit

WCPR-BE-0000001669

General Information

Documents

Statements & Signature

Statements & Signature

Respondent's Statement*

As a condition of being granted a license, registration and/or qualification from the New York City Department of Buildings, I attest that I will comply with all applicable provisions of the New York City Administrative Code and Department rules, regulations, and directives governing how licensees, registrants, and qualification holders conduct their specific trade.

I understand that falsification of any statement or record submitted to the Department is a misdemeanor and is punishable by a fine or imprisonment, or both. I understand that 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 further understand that such actions are punishable by imprisonment, fine and/or suspension or revocation of license, registration, and/or qualification.

I understand that, pursuant to §§ 28-401.19 and 28-401.20 of the NYC Administrative Code, my failure to cooperate fully and completely with respect to any governmental investigation may result in disciplinary measures authorized by law, including but not limited to suspension or revocation of any license, registration, or certificate of competence issued by the Department.

I have reviewed the information provided in this application and hereby attest that, to the best of my knowledge and belief, all such information is true and accurate. I further attest that all attachments submitted with this application are copies of the original documents.

☒ I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the certification statements above. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand.

Name
ADAM JOE2
(Electronically Signed)

Date
11/22/2024

DOB NOW: Safety - Civil Penalty Waiver Requests – What's Next

Waiver Requests will appear on the **Civil Penalty Waiver** tab for the appropriate **Compliance Type**.

DOB will review the Penalty Waiver Request and email the result. Possible results are: **Approved, Partial Approve, Pending Research, QA Failed, and Denied**.

- On **Approval**, the violation will be automatically dismissed.
- If the result is **QA Failed**, you will receive an email including the QA Failed reason(s) which you can resolve, then resubmit the request.
- If the result is **Denied**: the email will include the denial reason(s), and you will need to make a new request.

DOB NOW: *Safety* - Violation Challenge Requests

Step 1: To challenge a violation, on the Violations dashboard go to **+Waivers and Challenges** and select the applicable Compliance Type.

+ Waivers and Challenges

AEUHAZ

Benchmarking - LL84

Boilers

Elevators

Energy Grade - LL33

Facades

Gas Piping - LL152

GHG Emissions - LL97

Lighting Systems Upgrade/Sub-meters in Tenant Spaces - LL88

Parking Structures

Retaining Walls

Retro-Commissioning - LL87

Structurally Compromised Buildings

Step 2: Search for the violation by **Violation Number**, **Address**, **BIN**, or **BBL**.

General Information

Violation Search

Search by*

☒ Violation Number

☐ Address

☐ BIN

☐ BBL

Violation Number*

Enter Violation Number

Q Search

Step 3: Select the radio button beside the **Associated Violation(s)** that you want to challenge. Click **+Add**, then click **OK** on the pop-up notification.

Search Results for Benchmarking Violations

Associated Violation(s)

Select	Violation Number	Violation Status	Violation Type	Issue Date
<input type="radio"/>	VIO-FTF-EN-BENCH-202406-0066278	Active	FTF-EN-BENCH	08/16/2024

+ Add

✕ Cancel



Step 4: Select the **Challenge Reason(s)**. The **Challenge Reason** options vary depending on which Compliance Type you select. Additional information will be required for certain **Challenge Reasons**. Comments may be added.

Violation Challenge Information		
Violation Number VIO-FTF-EN-BENCH-202406-0066278	Violation Issued Date 08/16/2024	ISN Number 2024060066278
Violation Sequence 0066278	Violation Type FTF-EN-BENCH	Remarks FAILURE TO FILE BENCHMARKING REPORT OF ENERGY USE AS PER AD. CODE SEC. 28-309.4
Challenge Reason*		
<div><div><input type="radio"/></div>Building was demolished or was a new building with a NB permit and has not yet obtained a first TCO during the compliance period.</div> <div><div><input type="radio"/></div>Change in Building Ownership.</div> <div><div><input type="radio"/></div>Timely Benchmarking</div> <div><div><input type="radio"/></div>Alteration Type 1 Permit.</div> <div><div><input type="radio"/></div>Certification by a registered design professional where real property is<ul style="list-style-type: none">Not more than three storiesConsisting of a series of attached, detached or semi-detached dwellingsFor which ownership and the responsibility for maintenance of the HVAC systems and hot water heating systems is held by each individual dwelling unit owner, andWith no HVAC system or hot water heating system in the series serving more than two dwelling units</div> <div><div><input type="radio"/></div>Covered building according to 28-309.4.3 Building<ul style="list-style-type: none">Does not exceed 50,000 gross square feetIs not 2 or more buildings on the same tax lot that together exceed 100,000 gross square feetIs not two or more buildings held in condominium ownership governed by the same board of managers and that together exceed 100,000 gross square feetIs not a city building and the building ownerSubmitted a Request for Benchmarking Assistance Form at least 60 days before the benchmarking report due; andSubmitted a benchmarking report within 60 days after the benchmarking violation was issued.</div> <div><div><input type="radio"/></div>Department of Finance (sustainablebuildings@finance.nyc.gov) has confirmed the building located on this tax lot is below the square footage requirement for Benchmarking and not covered by the NYC Benchmarking Law</div> <div><div><input type="radio"/></div>Other</div>		

Comments

For **AEUHAZ**, there is no limit to the number of challenge requests during the submission window, but only one Challenge Request per AEUHAZ violation can be active at a given time.

For **Facades** multiple challenge reasons can be selected for each Challenge request



Step 5: In the **Stakeholder** section, **Respondent Type** may be **Owner** or **Owner's Representative**. If you choose **Owner's Representative**, enter the **Relationship to Owner**. A **Secondary Contact** may be added.

Stakeholder

Respondent

Email AJOETEST2@GMAIL.COM	First Name ADAM	Last Name JOE2
Business Address AJ2	City NYC	State NY
Zip Code 10000	Business Telephone 2012223333	Mobile Telephone
Respondent Type* Owner's Representative	Relationship to Owner*	

Secondary Contact

Email	Name

Step 6: Click **Save**, then continue to the **Documents** tab. All **Required Documents** will be listed. Click the edit icon, then the **Upload** button to upload the document. Additional Documents may also be uploaded.

BMV-CR-0000001305

General Information





Documents

Statements & Signature

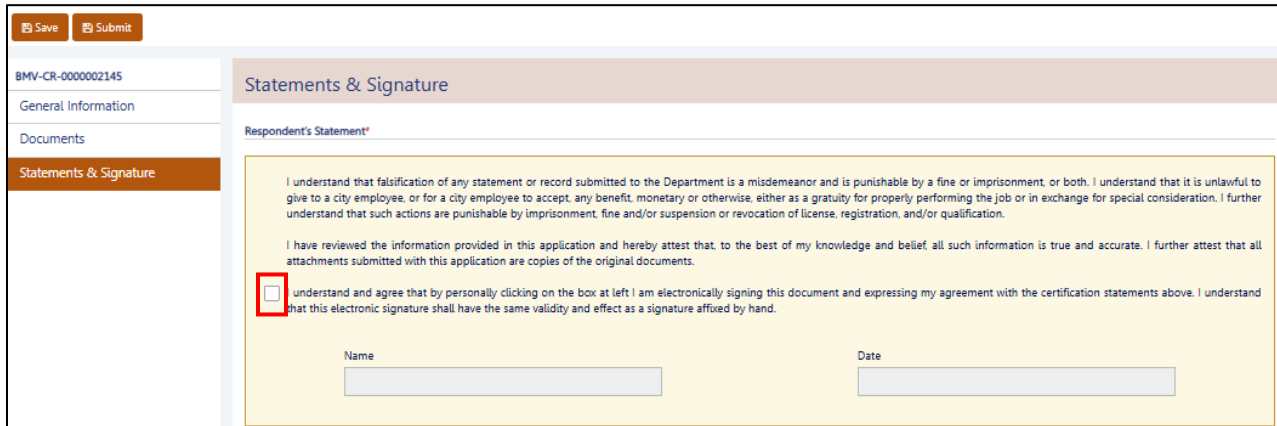
Documents

Additional Documents

Required Documents

Actions	Document Name	Document Type	Document Status	Uploaded On
 	Deed or Long-Term Lease	Deed or Long-Term Lease	Required	
 	Notarized affidavit of bonafide purchase	Notarized affidavit of bonafide purchase	Required	

Step 7: Click the checkbox to attest on the **Statements & Signature** tab. Click **Save** and then **Submit**.



Statements & Signature

Respondent's Statement*

I understand that falsification of any statement or record submitted to the Department is a misdemeanor and is punishable by a fine or imprisonment, or both. I understand that 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 further understand that such actions are punishable by imprisonment, fine and/or suspension or revocation of license, registration, and/or qualification.

I have reviewed the information provided in this application and hereby attest that, to the best of my knowledge and belief, all such information is true and accurate. I further attest that all attachments submitted with this application are copies of the original documents.

☐ I understand and agree that by personally clicking on the box at left I am electronically signing this document and expressing my agreement with the certification statements above. I understand that this electronic signature shall have the same validity and effect as a signature affixed by hand.

Name

Date

DOB NOW: *Safety* – Violation Challenge Requests – What's Next

DOB will review the Challenge Request and email the result. Possible results are: **Accepted**, **Rejected** (LL97/88 only), **QA Failed**, and **Denied**.

- On **Approval**, the violation will be automatically dismissed.
- If **Rejected** (LL97/88 only), you will receive an email including the reason(s) for the Rejection which you can resolve then resubmit the request. After a request is rejected a second time, you cannot submit a new challenge request.
- If the result is **QA Failed**, you will receive an email including the QA Failed reason(s) which you can resolve, then resubmit the request.
- If the result is **Denied**: the email will include the denial reason(s), and you will need to make a new request.

See the **Table of Compliance Types and Associated Requests and Violations** on page 24.

You have now completed the **Compliance Violations: How to Search, Pay, or Request a Waiver or Challenge** step-by-step guide.



Table of Compliance Types and Associated Requests and Violations

DOB NOW: <i>Safety</i> Compliance Types				
Compliance Types *Violation issued in DOB NOW: <i>Safety</i> *Issued in BIS	Can request a Civil Penalty Waiver	Can request a Violation Challenge	Current Compliance Report Required to Pay/Waive a Penalty or Challenge a Violation	Violation Types
AEUHAZ	x	✓	x	Failure to Correct
Boilers	✓	x	x	Failure to file Report Failure to correct external Failure to correct internal
Benchmarking (LL84)	x	✓	x	Failure to file a Report Data Quality
Elevators	✓	x	x	Failure to file CAT1 Failure to file CAT5 Failure to file PER Failure to correct CAT1 Failure to correct PER
Emergency Power	x	x	✓	Failure to file Report
Energy Grade (LL33)	x	✓	x	Failure to Post
Facades	✓	x	✓ An accepted report is required BEFORE	Failure to file Report Failure to correct SWAMP Failure to correct Unsafe
Gas Piping (LL152)	x	✓	Required AFTER	Failure to file Report
GHG Emissions (LL97)	x	✓	x	Failure to File a Report Failure to Comply
Lighting Systems Upgrade/Sub-meters in Tenant Spaces (LL88)	x	✓	x	Failure to File a Report
Parking Structures	✓	x	✓ An accepted report is required BEFORE	Failure to file a Report Failure to correct SREM Failure to correct Unsafe
Photoluminescent	x	x	✓	Failure to file Report
Retaining Walls	✓	x	Required AFTER	Failure to file a Report
Retro-Commissioning (LL87)	x	✓	x	First Year Multiple Year
Sprinklers	x	x	Required AFTER	Failure to File a Report
Structurally Compromised Buildings	✓	x	Required AFTER	Failure to file a Report Failure to file an Annual Report Failure to file a Final Report

*For **Parking Structures** and **Facades**, an accepted current Compliance Report is required BEFORE you can submit a Payment or Waiver Request.

*For **Gas Piping – LL152**, **Retaining Walls**, **Sprinklers**, and **Structurally Compromised Buildings**, a current Compliance Report must be submitted, but it can be submitted **AFTER** the **Payment** or **Waiver**