

Guide to Preparing a Historic Building Report

For projects complying with the 2025 NYCECC, historic buildings are no longer fully exempt from Energy Code requirements. Instead, they may qualify for partial exemptions for specific portions of the scope.

To claim a partial exemption, applicants must meet the following requirements:

General Submission Requirements:

- The completed **DOB NOW application** must indicate that the project involves a *Historic Building*.
- Construction drawings must include a **Professional Statement** identifying the requested partial exemption and clearly stating the basis for exemption in accordance with **1 RCNY §5000-01(e)(2)**.
- A **full energy analysis** must be submitted for all scope **not included** in the exemption.
- A **Historic Building Report** must be submitted describing:
 - The **character-defining features**, and
 - How compliance with the NYCECC would negatively impact those features.

Supporting Partially exempt status:

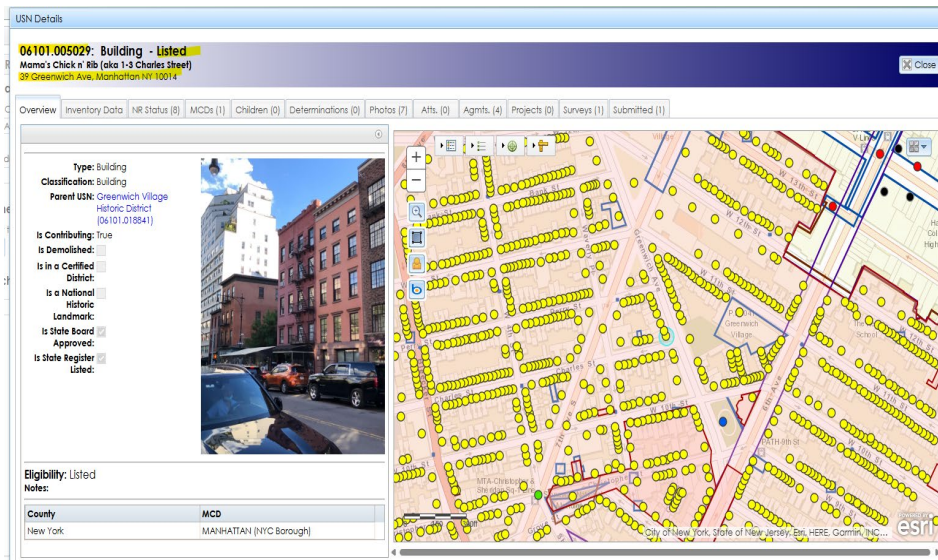
Applicants must submit a **Historic Building Report** in DOB NOW.

The report must include:

1. Proof the Building is Listed:

Screenshot from the **CRIS** system showing:

- Building address
- USN
- Status as **“Listed”**



CRIS can be accessed at: <https://cris.parks.ny.gov/Login.aspx?ReturnUrl=%2f>

2. Character-Defining Features

The report must identify which features are character-defining using documentation such as

- LPC designation report
- NR listed building documentation
- Other historic documentation

Note: LPC designation reports may be incomplete; additional documentation may be required:

3. Justification for Exemptions

For each feature used to claim exemption, the report must include a clear explanation of why compliance with NYCECC would negatively affect that feature.

A tabular format is recommended:

Character Defining Feature	Source	Claiming Exemption	Explanation
Sheet-metal awnings	LPC Designation Report (Attached, page 38)	NO	N/A
Arched openings in the base	LPC Designation Report (Attached, page 36)	Yes	Insulation would alter historic masonry profile

4. Professional Certification

Report must be **signed and sealed** by a registered design professional.

5. Submission Instructions

Upload the report as a PDF in DOB NOW under the Energy Analysis tab .