

## SERVICE NOTICE

### **Follow Up #1: Local Law 158 of 2017 – Exceptions to the Restriction on Professionally Certified Filings**

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A new exception to the restriction on professional certification has been added by [Local Law 77 of 2023](#). Filings on buildings with LL158/17 Pro Cert Restrictions in the Property Profile can be professionally certified if the work without a permit was issued to a residential part of the building and the proposed work will be performed on the commercial part of the building. (See Administrative Code § 28-104.2.1)

#### **Submit a Request for an Exception to the Restriction on Professional Certification**

##### For DOB NOW Jobs

Enter the applicable reason for an exception in the Comments field of the PW1 Plan/Work section. The required documentation should be uploaded as **LL158/2017 Pro Cert Supporting Documentation**. Once payment is made and the Job Filing is submitted for approval, the status bar will reflect the job is in **LL 158/2017 Pending Plan Examiner Assignment** status. If the request is granted, the application will proceed to **Pending Prof Cert QA Assignment**. If the request is denied, DOB will notify the applicant and owner by email, and the application must be withdrawn and refiled as **Standard Plan Examination or Review**.

##### For BIS Jobs

Submit a [Project Advocate Service Request](#) form to the borough where the proposed work will occur. In Section 4 of the form, select **Compliance with Local Laws and 158 of 2017**, provide the address of the proposed work, and enter the applicable exception reason in the space for **Justification**. Provide any additional details in Section 5. Email the completed Service Request form and the required proof to the email address listed at the top of the form.

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

To submit a DOB NOW inquiry, visit the DOB NOW Help Form at [nyc.gov/dobhelp](https://nyc.gov/dobhelp).