

# Office of Administrative Tax Appeals

## Notice of Opportunity to Comment on Proposed 5-Year Accessibility Plan

### What is being proposed and why?

[Local Law 12 of 2023](#), codified as NYC Administrative Code § 23-1004, requires every agency to develop and implement a plan that includes the steps it is currently taking and will be taking over the next 5 years to ensure that the agency's workplace, services, programs, and activities are accessible to and accommodating and inclusive of persons with disabilities. The accompanying plan is OATA's proposed 5-year accessibility plan under Local Law 12. We encourage you to provide feedback that we will consider as we work to finalize the plan over the next several months.

### How do I comment on the proposed plan?

Anyone can comment on the proposed plan by:

- **Email.** You can email comments to [accessibility@oata.nyc.gov](mailto:accessibility@oata.nyc.gov). Please include "Accessibility Plan" in the subject line.
- **Website.** You can submit comments via the Agency Accessibility Plan website at [nyc.gov/accessibilityplans](https://nyc.gov/accessibilityplans).
- **Mail.** You can mail comments to:

Office of Administrative Tax Appeals  
Centre Street, Room 2400  
New York, NY 10007  
Attn: Disability Service Facilitator

Please make clear that you are commenting on the 5-year accessibility plan.

### Is there a deadline to submit comments?

Yes. The deadline to submit comments is **May 3, 2024**. If sending your comments by mail, they must be postmarked no later than May 3, 2024.

### What if I need a copy of the plan in an alternative format or I need an alternative way to comment on the plan as an accommodation for my disability?

You may request a copy of the proposed plan in an alternative format, such as Braille or an audio recording, or an alternative means of commenting on the proposed plan, by contacting OATA's disability service facilitator at [accessibility@oata.nyc.gov](mailto:accessibility@oata.nyc.gov) or 212-669-4410.

### **Can I review the comments made on the proposed plan?**

You can review the comments made online on the proposed plan by going to [nyc.gov/accessibilityplans](http://nyc.gov/accessibilityplans). Other comments received will also be part of -the public record.

### **Will I receive a response to my comments?**

You will not receive a response to your comments. However, we will consider all comments we receive by the deadline as we finalize our plan.