

Contractor Session

Plumbing and Sprinkler Job Filings

July 14, 2016

Session Objectives

- Learn how to review a plumbing or sprinkler filing in DOB NOW: *Build*
- Learn how to prepare and submit a PW2 for a plumbing or sprinkler job in DOB NOW: *Build*
- Learn how to pull a plumbing or sprinkler permit in DOB NOW: *Build*

Session Topics

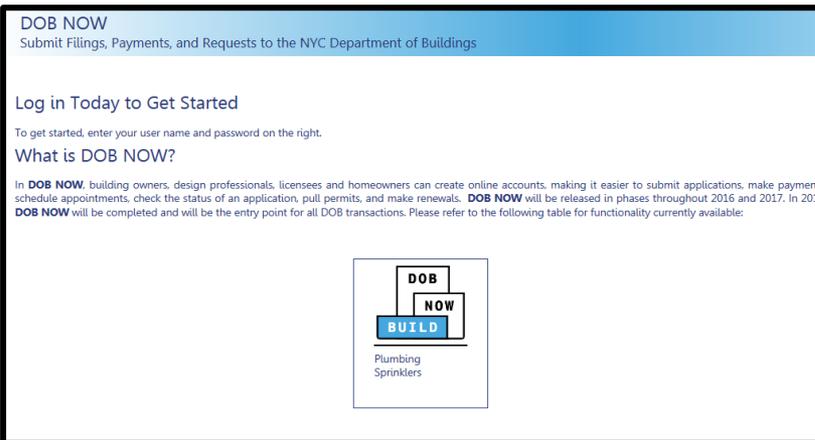
- DOB NOW: *Build* Overview
- Locating a job in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

Session Topics

- **DOB NOW: *Build* Overview**
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

DOB NOW: *Build* Job Filing and Permit Portal Overview

DOB NOW: *Build* New Online Job Filing and Permit Portal



- File jobs and submit fees online
- View and search information related to your Jobs & Permits
- Upload documents
- View objections online
- Schedule and review objections with a plan examiner in a virtual meeting
- Receive emails at milestones throughout the application process
- File Post Approval Amendments online
- Make Corrections online
- Pull and print After Hour Variances online
- Pull and print work permits online
- Receive email with Letter of Completion

DOB NOW: *Build* Work Types

DOB NOW: *Build*
Available work types on July 25, 2016

Plumbing
Sprinklers

Additional work types will be released in phases throughout 2016 and 2017

Access to DOB NOW: *Build*

DOB NOW: *Build*
Registered Users

Owners

Filing Representatives

Design Professionals

Licensed Contractors

Special/Progress Inspectors

*Registered users must create an **eFiling** account to be able to log in to DOB NOW. DOB NOW will have its own Account Registration available later in 2016.*

DOB NOW: *Build* Key Changes

For plumbing and sprinkler applications filed in DOB NOW: *Build*:

- Notify all parties associated with the job to register in eFiling
- Plans and associated Required Documents can only be submitted electronically
- Payments can only be made online
- Appointments must be requested online
- Meetings will be conducted virtually using GoToMeeting
- Initial and renewal permits must be pulled online
- AHVs are requested and issued against individual permits online
- Letter of Completion can be emailed and issued online
- Applications will not appear in BIS

DOB NOW: *Build* Data on Open Data

DOB NOW: *Build* data available at:
nycopendata.socrata.com

The screenshot displays the NYC OpenData website interface. At the top, it features the NYC OpenData logo, a badge for '1300+ Data Sets Available', and social media icons for GitHub, Facebook, NYC, and Twitter. Below the navigation bar, there are four featured data sets, each with an image and a caption: 'IPIS' (Housing & Development), 'DOB Complaints Received' (Housing & Development), 'Building Footprints' (Housing & Development), and 'Building Permits' (Housing & Development). A search filter bar is located below the featured sets, with dropdown menus for 'Type' (All), 'Category' (Housing & Development), 'Agency' (Department of Buildings), and 'Source' (Official Data). A search input field with the text 'Search' and a magnifying glass icon is also present. Below the filter bar, the 'Search Results' section is visible, showing a search input field and a 'Newest' sort dropdown. The results are presented in a table with columns for 'Name', 'Popularity', 'Type', and 'RSS'. Three results are listed:

Name	Popularity	Type	RSS
 DOB NOW: Build – Approved Permits List of all approved permits in DOB NOW	31 views		
 DOB NOW: Build – Job Application Filings List of all job filings filed in DOB NOW.	35 views		
 DOB Violations DOB Violations – A list of active DOB violations.	1,340 views		

Session Topics

- DOB NOW: *Build* Overview
- **Locating a job and creating a new work permit in DOB NOW: *Build***
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

DOB NOW: *Build* Dashboard Orientation

The screenshot displays the NYC Buildings DOB NOW dashboard. At the top, there is a navigation bar with the NYC logo, 'Buildings', and a search bar. Below this, the 'DOB NOW' logo is visible, along with the text 'Submit Filings, Payments, and Requests to the NYC Department of Buildings'. A user welcome message is shown in the top right corner: 'Welcome, ajoetest@gmail.com (Role: R,DP,FR) Sign Out'. Below the navigation bar, there are three buttons: '+ New Job Filing', '+ New Work Permit', and '+ New AHV Permit'. A secondary navigation bar contains tabs for 'My Jobs', 'My Work Permits', 'My AHV Work Permits', and 'Job Filing Search'. The main content area features a table of job filings with a 'Refresh' button in the top right corner. The table has columns for Job # - Filing #, Filing Status, Address, Borough, Design Professional, Owner, and Created Date. The data rows show various filings, mostly 'Permit Entire' and one 'Permit Issued', all associated with 'APPLE ROME' as the owner and 'JOE ADAM' as the design professional.

Job # - Filing #	Filing Status	Address	Borough	Design Professional	Owner	Created Date
M00000080 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:06:02.
M00000079 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:03:12.
M00000078 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 06:31:03.
M00000076 - I1	Permit Entire	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:48:57.
M00000075 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:40:49.
M00000074 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:34:56.
M00000070 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:39:53.
M00000069 - I1	Pre-Filing	1 bistest st	Manhattan	JOE ADAM		06/18/2016 10:23:22.
M00000068 - I1	Permit Issued	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:14:47.

My Jobs Dashboard

Filing Actions

Create Work Permit Subsequent Filing Correction

My Jobs	My Work Permits	My AHV Work Permits	Job Filing Search								Refresh
Job # - Filing #...	Filing Status	Address	Borough	Design Professo...	Owner	Created Date	Modified Date...	Payment Status...	Filing Action	View	
✓ M00000505 - I1	Pre-Filing	280 Broadway	Manhattan	JOE ADAM		05/24/2016 04:4...	5/24/2016 8:29...	Due	Select Action		
✓ M00000504 - I1	Pending Plan Examiner...	280 broadway	Manhattan	JOE ADAM	APPLE ROME	05/24/2016 03:2...	5/24/2016 3:40...	Paid	Select Action		
✓ M00000503 - I1	Permit Issued	137 centre street	Manhattan	JOE ADAM	APPLE ROME	05/24/2016 03:1...	5/24/2016 4:19...	Exempted	Select Action		
✓ M00000501 - I1	Pre-Filing	137 centre street	Manhattan	JOE ADAM	APPLE ROME	05/23/2016 11:4...	5/24/2016 3:59...	Due	Select Action		

My Work Permits Dashboard

Filing Actions

Create AHV
Print Work Permit
Renew Work Permit

My Jobs											
My Work Permits											
My AHV Work Permits											
Job Filing Search											
Refresh											
+	✓	Job# - Filing #	Tracking #	Work Permit #	Sequence...	Work Permit Status	Address	Permit Type	Created Date	Contractor...	Filing Action
+	✓	M00000857 - P1	309732531	Permit is not yet issued		Pre-Filing	282 Broadway	Plumbing	2016-04-13	JOE ADAM	Select Action
+	✓	B00000908 - I1	905069009	B00000908-I1-EW-SP	1	Permit Issued	295 Flatbush Ave	Sprinkler	2016-04-12	JOE ADAM	Select Action
+	✓	B00000908 - I1	245894850	Permit is not yet issued		Pending QA Assignment	295 Flatbush Ave	Plumbing	2016-04-12	JOE ADAM	Select Action

My AHV Permits Permits Dashboard

Filing Actions

Print AHV Permit
Renew AHV Permit

My Jobs		My Work Permits		My AHV Work Permits		Job Filing Search	
						Refresh	
+	✓	Job# - Filing #	AHV Permit #	Work Permit ID	AHV Permit Status	Filing Action	☰
+	✓	-	Q3150073	X00000086-I1-PL	Pending QA Assignment	Select Action	
+	✓	-	M2539597	M00000420-I1-PL	AHV Permit Issued	Select Action	
+	✓	-	M3453192	M00000056-I1-PL	Pending QA Assignment	Select Action	

Job Filing Search

My Jobs My Work Permits My AHV Work Permits Job Filing Search

M00000922

0 characters remaining

Job #	Filing #	Filing Type	House #	Borough	Current Filing Status	Created Date	Design Professional	Filing Action
M00000922	11	New Job Filing	280 broadway	Manhattan	Prof Cert QA Review in P...	4/13/2016 3:01:38 PM	JOE ADAM	Select Action

Job Info

Job Number: M00000922
Filing Number: 11
Address: 280 broadway

House # Borough Current Filing Status Created Date
adway Manhattan Prof Cert QA Review in P... 4/13/2016 3:01

Accessing the Job from the My Work Permits Dashboard

My Jobs My Work Permits My AHV Work Permits Job Filing Search										
Refresh										
+	Job# - Filing #	Tracking #	Work Permit #	Sequence #	Work Permit Status	Address	Permit Type	Created Date	Contractor	Filing Action
+	M00000967 - I1	879968013	Permit is not yet issued		Pending QA Assignment	282 BROADWAY	Plumbing	04/21/2016 07:40:36 PM	MRC005 TEST	Select Action
+	M00000803 - I1	885942250	M54701427-I1-PL	1	Permit Issued	1 BARCLAY STREET	Plumbing	03/31/2016 02:27:21 PM	MRC005 TEST	Select Action

Work Permit Permit is not yet issued

[Trace History](#)

1. Reasons for Filing

Filing reason*

Initial Filing No Work Permit

Expected Start Date: * Work on Floor(s)*

3. Type of Permit

Type of Permit: *

Job Description *

4. Applicant Information

E-Mail*	<input type="text" value="MRCTEST005@GMAIL.COM"/>	License Type*	<input type="text" value="Master Plumber"/>
License Number*	<input type="text" value="001465"/>	First Name	<input type="text" value="MRC005"/>
Middle Name	<input type="text"/>	Last Name	<input type="text" value="TEST"/>
Business LookUp*	<input type="text" value="BEST PLUMBING COF"/>	Business Name*	<input type="text" value="BEST PLUMBING CORP"/>
		Business Address	<input type="text"/>

Application Highlights

Location	282 BROADWAY MANHATTAN 10007
----------	---------------------------------

Work Permit Status

Tracking Number	879968013
Work Permit Status	Pending QA Assignment
Work Permit Number#	Permit is not yet issued
Sequence Number:	
Permit Submitted Date	04/21/2016
Permit Issued Date	
Permit Expiration Date	
Plan Approved Date	

Fees

Amount Paid	\$0.00
Amount Due	\$0.00

Required Documents

<input checked="" type="checkbox"/> Upl...	Document Name	Docume
--	---------------	--------

Create a New Work Permit

NYC Buildings 311 Search all NYC.gov websites

DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, ajoetest@gmail.com
(Role: R.DPFR)
Sign Out

+ New Job Filing **+ New Work Permit** + New AHV Permit

My Jobs My Work Permits My AHV Work Permits Job Filing Search

Refresh

Job # - Filing #	Filing Status	Address	Borough	Design Professional	Owner	Created Date
M00000080 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:06:02.
M00000079 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:03:12.
M00000078 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 06:31:03.
M00000076 - I1	Permit Entire	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:48:57.
M00000075 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:40:49.
M00000074 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:34:56.
M00000070 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:39:53.
M00000069 - I1	Pre-Filing	1 bistest st	Manhattan	JOE ADAM		06/18/2016 10:23:22.
M00000068 - I1	Permit Issued	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:14:47.

Create a New Work Permit, *continued*

Create Work Permit

Enter Job Filing Number:

0 characters remaining

[Get Jobs](#) [Cancel](#)

Enter Job Filing Number:

0 characters remaining

Job Lists:

Job #	Filing #	Filing Type	Current Filing Status	Created Date	Filing Action
M00000922	I1	New Job Filing	Prof Cert QA Review in Proc...	4/13/2016 3:01:38 PM	Select Action Create Work Permit

Navigating to the PW2 from the Filing View

NYC Buildings
311 Search all NYC.gov websites Test-Regular

DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, builddep1@gmail.com
(Role: Registered Architect)
[Sign Out](#)

[Dashboard](#)

Pre-Filing
Design Professional Review
Prof cert QA Review
Plan Approved
Permit Review
Permit
Signoff
Letter of Completion

Save
Preview to File

Job# M00001195 Filing# I1

View Filing
Payment History
Trace History
Property Profile

Plans/Work (PW1)
Scope of Work
Cost Affidavit (PW3)
Technical Report (TR1)
Technical Report Energy (TR8)
Documents
EN2
Work Permit (PW2)
Statements & Signatures

1. Location Information

House No(s) *	<input type="text" value="9"/>	Street Name *	<input type="text" value="PARK PLACE"/>
Borough*	<input type="text" value="MANHATTAN"/>	Block*	<input type="text" value="124"/>
Lot *	<input type="text" value="4"/>	BIN*	<input type="text" value="1001399"/>
C.B. No. *	<input type="text" value="101"/>	Zip*	<input type="text" value="10007"/>
Apt. / Condo No(s)	<input type="text"/>	Work on Floor(s)*	<input type="text" value="11"/>

2. Applicant Information

E-Mail*	<input type="text" value="BUILDDEP1@GMAIL.COM"/>	License Type*	<input type="text" value="Registered Architect"/>
License Number*	<input type="text" value="002028"/>	Last Name*	<input type="text" value="DEP"/>
First Name*	<input type="text" value="BUILD1"/>	Middle Initial	<input type="text"/>
Business Name*	<input type="text" value="fsfsdfs"/>	Business Telephone	<input type="text" value="2016545879"/>
Business Address*	<input type="text" value="DEP LLC"/>	Business Fax	<input type="text"/>
City*	<input type="text" value="NYC"/>	State*	<input type="text" value="NY"/>

Application Highlights

Location	9 PARK PLACE
	MANHATTAN 10007
Job Number	M00001195
Filing Number	I1
Estimated Legalization Cost (\$)	\$1,000.00
Current Filing Status	Permit Entire
Job Status	Job in Process
Work Without Permit Violation	No
Total Job Cost (\$)	\$0.00
Total Job Legalization Cost (\$)	\$1,000.00
Filing Type	New Job Filing

Fees

New Work Filing Fee	\$0.00
Legalization Filing Fee	\$0.00
Record Management Fee	\$0.00
PAA	\$0.00
No Good Check Fee	\$0.00
In Conjunction Fee	\$0.00
Adjustment	\$0.00

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- **Completing the PW2**
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

PW2, continued

Work Permit

1. Reasons for filling

Filing reason*

Initial Filing No Work Permit

Expected Start Date: *

Work on Floor*

3. Type of Permit

Type of Permit: *

Job Description *

① Reason for filing

② Expected Start Date

③ Work on floors

④ Type of permit

⑤ Job description

PW2, continued

4. Applicant Information

E-Mail*	<input type="text" value="Enter email/username..."/>	License Type*	<input type="text" value=""/>
License Number*	<input type="text"/>	First Name	<input type="text"/>
Middle Name	<input type="text"/>	Last Name	<input type="text"/>
Business LookUp*	<input type="text" value=""/>	Business Name*	<input type="text"/>
City	<input type="text"/>	Business Address	<input type="text"/>
Zip	<input type="text"/>	State	<input type="text"/>
Business Fax	<input type="text"/>	Business Telephone	<input type="text"/>
TaxPayer ID	<input type="text"/>	Mobile Telephone	<input type="text"/>
Is applicant responsible for all work on this application*	<input type="radio"/> Yes <input checked="" type="radio"/> No	Liability Insurance Expiry Date*	<input type="text"/>

5. Filing Representative

If different from applicant specified in section 4 Yes No

- 6 Email
- 7 License type
- 8 Business name
- 9 TaxPayer ID
- 10 Applicant responsibility
- 11 Filing rep email

PW2, continued

12. Applicant/ Contractor Statement

Does the Work authorized by this permit require adjacent property insurance. 12 Yes No

13 The information in this application is correct and complete to the best of my knowledge and I assume responsibility for all statements on this form. I understand that if I am found after hearing to have knowingly or negligently made a false statement on this or any other document submitted to the Department, I may be subject to fine, imprisonment, and/or barred from filing further documents with the Department. I also understand 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 will comply with all applicable laws, rules and regulations including all insurance requirements, and, in addition.

I hereby state if a Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Demolition Subcontractor, Concrete Subcontractor, or Concrete Safety Manager is required for this application I have hereby advised the individual listed herein he or she is designated as such and hereby certify he or she is registered and in good standing with the NYC Department of Buildings.

I hereby state this renewal application with no change to Applicant, Filing Representative, Construction Superintendent, Site Safety Coordinator, Site Safety Manager, Subcontractors, Concrete Safety Manager or insurance is for the work as originally filed or as officially amended.

In accordance with 528-104.8 of the Administrative Code, I hereby declare I am authorized by the owner of the above-referenced premises to make this application for a permit to perform the work described herein. In accordance with Rule 101-16, I will post the permit in a conspicuous and visible location.

Name (Print)* 14 Date*

15 Save 16 File 17 Cancel

12 Insurance statement

13 Attestation

14 Electronic signature

15 Save

16 File

17 Cancel

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- **Review Plan/Work (PW1), Scope of Work, and Cost Affidavit**
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

In Progress Filing View

DOB

NOW

BUILD

DOB NOW

Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, ajoetest@gmail.com
(Role: Professional Engineer)
[Sign Out](#)

[Dashboard](#)

Pre-Filing

Design Professional Review

Plan Review

Plan Approved

Permit Review

Permit

Signoff

Letter of Completion

Save

Preview to File

Job# M00001180 Filing# I1

View Filing

Payment History

Trace History

Property Profile

Plans/Work (PW1)

Scope of Work

Cost Affidavit (PW3)

Technical Report (TR1)

Technical Report Energy (TR8)

Documents

Work Permit (PW2)

Statements & Signatures

1. Location Information

House No(s) *	<input type="text" value="137"/>	Street Name *	<input type="text" value="CENTRE STREET"/>
Borough *	<input style="background-color: #eee; border: none;" type="text" value="MANHATTAN"/>	Block *	<input type="text" value="197"/>
Lot *	<input type="text" value="17"/>	BIN *	<input type="text" value="1002358"/>
C.B. No. *	<input type="text" value="101"/>	Zip *	<input type="text" value="10013"/>
Apt. / Condo No(s)	<input type="text"/>	Work on Floor *	<input type="text" value="3"/>

Application Highlights

Location	137 CENTRE STREET MANHATTAN 10013
Job Number	M00001180
Filing Number	I1
Estimated Job Cost *	\$120,000.00
Current Filing Status	Pre-Filing
Job Status	Job in Process
Work Without Permit Violation	No

Job Filing View Orientation

The screenshot displays the Job Filing View Orientation interface. At the top, a progress bar (1) shows stages: Pre-Filing, Design Professional Review, Plan Review, Plan Approved, Permit Review, Permit, Signoff, and Letter of Completion. Below this, a toolbar (2) contains 'Save' and 'Preview to File' buttons. The main header (3) shows 'Job# M0001091' and 'Filing# 11'. A breadcrumb navigation bar (6) lists steps: Plans/Work (PW1), Scope of Work, Cost Affidavit (PW3), Technical Report (TR1), Technical Report Energy (TR8), Required Documents, Work Permit (PW2), and Statements & Signatures. The main content area (7) is titled '1. Location Information' and contains input fields for: House No(s) (280), Street Name (BROADWAY), Borough (MANHATTAN), Block (153), Lot (1), BIN (1079215), C.B. No. (101), Zip (10007), Apt. / Condo No(s) (2), and Work on Floor (2).

1 Filing progress

2 Save

3 Preview to file

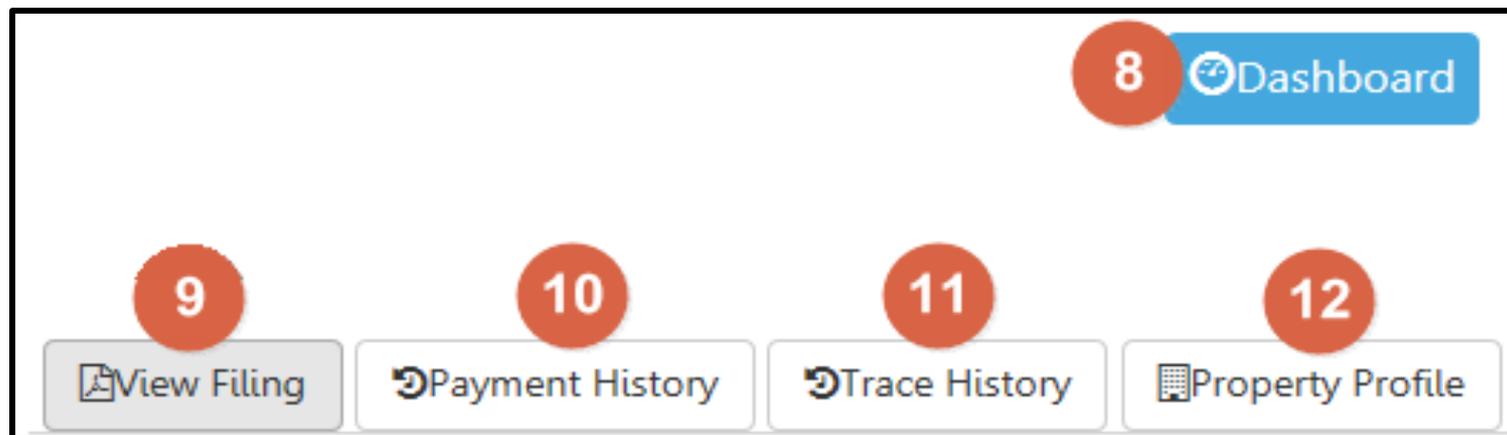
4 Job number

5 Filing number

6 Filing forms

7 Form sections

Job Filing View Orientation, *continued*



- 8 Return to the dashboard
- 9 View filing
- 10 Payment history
- 11 Trace history
- 12 Property Profile

Job Filing View Orientation, *continued*

Application Highlights 14

Location	280 BROADWAY MANHATTAN 10007
Job Number	M00001091
Filing Number	11
Estimated Job Cost *	\$1,000.00
Current Filing Status	Pre-Filing
Job Status	Job in Process
Work Without Permit Violation	No
Total Job Cost (\$)	\$1,000.00
Filing Type	New Job Filing

Fees 15

New Work Filing Fee	\$0.00
Legalization Filing Fee	\$0.00
Record Management Fee	\$0.00
PAA	\$0.00
No Good Check Fee	\$0.00
In Conjunction Fee	\$0.00
Adjustment	\$0.00
Total Fee	\$0.00
Amount Paid	\$0.00
Amount Due	\$0.00

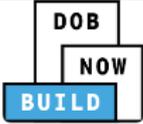
16
[Pay Now](#)

14 Application Highlights

15 Fees summary

16 Pay Now

Scope of Work



DOB NOW

Submit Filings, Payments, and Requests to the NYC Department of Buildings

Pre-Filing | Design Professional Review | **Prof cert QA Review** | Plan Approved | Permit Review | Permit | Signoff

Save | Re-Submit | **Job# M00000967 Filing# 11**

Plans/Work (PW1) | **Scope of Work** | Cost Affidavit (PW3) | Technical Report (TR1) | Documents | Work Permit (PW2)

New Work:

PL - Plumbing SP - Sprinkler

+Add

Work Typ..	Category	Scope Includes	Created By..	Created On	PAA	Edit..	Del..
Sprinkler	Sprinkler Work	Pumps	JOE ADAM	2016-04-21	No	Edit	Del
Plumbing	Water Piping, Fixtures, Devices, Appliances and Finis...	Equipment	JOE ADAM	2016-04-21	No	Edit	Del

Total Items: 2

Cost Affidavit

DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

BUILD

Pre-Filing | Design Professional Review | **Prof cert QA Review** | Plan Approved | Permit Review | Permit | Signoff

Save | Re-Submit | **Job# M00000967 Filing# I1**

Plans/Work (PW1) | Scope of Work | **Cost Affidavit (PW3)** | Technical Report (TR1) | Documents | Work Permit (PW2)

1. Reason For Filing

Initial Filing

3. Cost Details

New Work:

Category of Work*

PL - Plumbing | SP - Sprinkler

+Add

Category of Work	Description of Work	Area/Units	Unit Cost	Total Cost	Edit	Delete
Plumbing	asd	1	\$122.00	\$122.00	Edit	

Total Items: 1

Navigation: 1 / 1 items per page

1 - 1 of 1 items

Total Plumbing Cost: \$122.00
Total Sprinkler Cost: \$0.00
Total Job Cost: \$122.00

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- **Upload Documents and Make a Payment**
- Print a Permit
- After Hour Variance Permit
- Training Materials and Q + A

Upload Documents

Application Highlights

Location 280 BROADWAY
MANHATTAN

Work Permit Status

Tracking Number 150290959
Work Permit Status Pre-Filing
Work Permit Number# Permit is not yet issued
Sequence Number:
Permit Submitted Date
Permit Issued Date
Permit Expiration Date
Plan Approved Date

Fees

Amount Paid \$0.00
Amount Due \$0.00

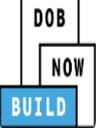
[Pay Now](#)

Required Documents

Upl...	Document Name	Docume
	CONTRACTOR SEAL & SIGNATURE	Required

Total Items: 1

Upload Documents



DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, ajoetest@gmail.com
(Role: Professional Engineer)
[Sign Out](#)

[Dashboard](#)

Pre-Filing | Design Professional Review | Plan Review | Plan Approved | Permit Review | Permit | Signoff | Letter of Completion

[Save](#) [Preview to File](#) **Job# M00001180 Filing# I1** [View Filing](#) [Payment History](#) [Trace History](#) [Property Profile](#)

Plans/Work (PW1) | Scope of Work | Cost Affidavit (PW3) | Technical Report (TR1) | Technical Report Energy (TR8) | **Documents** | Work Permit (PW2) | Statements & Signatures

1. Location Information

House No(s) *	<input type="text" value="137"/>	Street Name *	<input type="text" value="CENTRE STREET"/>
Borough *	<input type="text" value="MANHATTAN"/>	Block *	<input type="text" value="197"/>
Lot *	<input type="text" value="17"/>	BIN *	<input type="text" value="1002358"/>
C.B. No. *	<input type="text" value="101"/>	Zip *	<input type="text" value="10013"/>
Apt. / Condo No(s)	<input type="text"/>	Work on Floor *	<input type="text" value="3"/>

Application Highlights

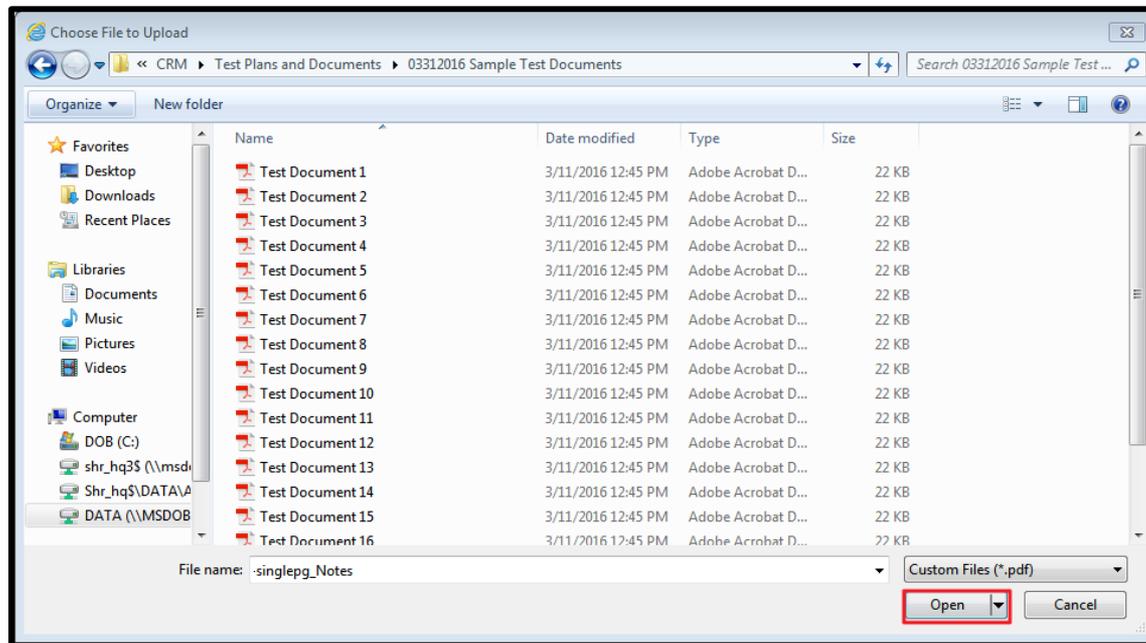
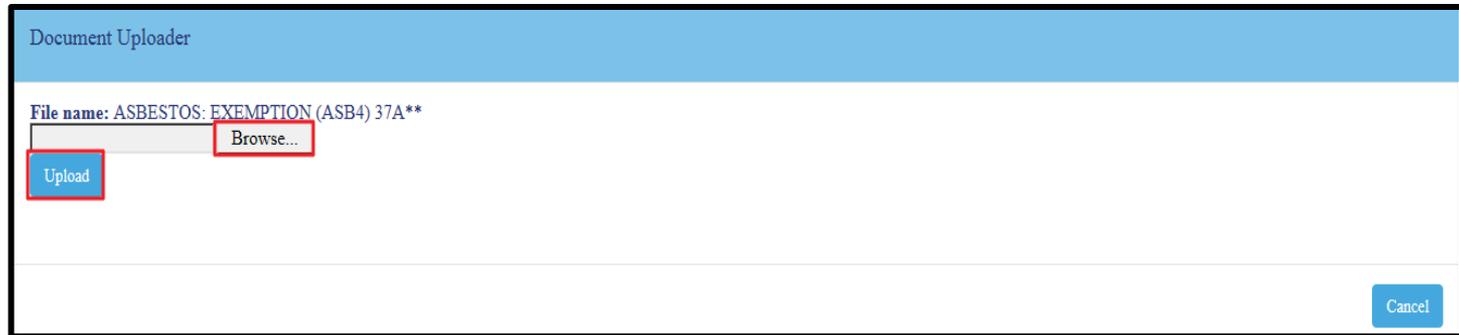
Location	137 CENTRE STREET MANHATTAN 10013
Job Number	M00001180
Filing Number	I1
Estimated Job Cost *	\$120,000.00
Current Filing Status	Pre-Filing
Job Status	Job in Process
Work Without Permit Violation	No

Upload Documents, *continued*

Created On	Document Name	Document Status	Prior To Status	Upload
2016-06-23	ENVIRONMENTAL RESTR - OER NOTICE OF SATISFACTION S16	Pending	Approval	
2016-06-23	PLANS	Pending	Approval	
2016-06-23	DEP SANITARY SEWER CERTIFICATION (HCP/SC)	Pending	Approval	
2016-06-23	ENVIRONMENTAL RESTR - OER NOTICE TO PROCEED A16	Pending	Approval	
2016-06-23	DESIGN PROFESSIONAL SEAL & SIGNATURE	Pending	Approval	
2016-06-23	ASBESTOS: EXEMPTION (ASB4) 37A**	Pending	Approval	
2016-06-23	OTHER DOCUMENTS	Required	Signed Off	
2016-06-23	SEWER HOUSE CONNECTION SIGNOFF: DEP HC 02A	Required	Signed Off	

- 1 Required item name
- 2 Document status
- 3 Filing status item must be submitted
- 4 Upload

Upload Documents, *continued*



Make a payment

State*	<input type="text" value="NJ"/>	Total Fee	\$175.00
Mobile Telephone	<input type="text" value="4564551254"/>	Amount Paid	\$0.00
Registration Number	<input type="text"/>	Amount Due	\$175.00

Payment Confirmation

Please note that the following data cannot be changed after the payment has been made on this filing:

- Building Type
- Filing Includes

Are you sure you want to make a payment now?

Make a payment, *continued*

Payment Entry

The City of New York offers multiple payment options. As a convenience to you, the City of New York accepts credit and debit cards. If you choose to pay with a credit or debit card, you will be charged a fee of **2.49%** of the payment amount. **This fee is nonrefundable.** You will see this amount before you check out. The fee will be shown as a separate charge on your credit or debit card statement, and the New York City Department of Finance will be the merchant. If you pay by E-Check, you will **not** be charged a fee.

You will be asked on the next page to agree to Terms and Conditions governing the use of this website, as well as the services accessed from it. If you choose not to accept the [Terms and Conditions](#) by declining to click "I Agree" on the next page, you will not be able to make a payment on this site and none of your personal information that you insert below will be transmitted or retained by the City of New York.

1 Payment Method:

2 **Card Information**

Card Number

Expiration Date Month Year

Card Identification Code

3 **Billing Information**

Name

Address

City

State

Zip

Phone

Email

Re-Enter Email

If you are paying with a credit or debit card, please make sure that the name and address entered above is the same as the one associated with this credit or debit card.

Make a payment, *continued*

Payment Detail Review

Please scroll down and click on the "Process Payment" button. Your payment will not be processed until you click on the button.

Item Type : JobFiling - New Job Filing

Item Description : Build Job Filing Fee Payment
- M00000901- I1

Line Item Type	Line Item ID	Total Amount Due
PL/SP - I1	M00000901 - I1	\$175.00
		Payment Amount: \$175.00
		Convenience Fee: \$4.36
		Total Payment Amount: \$179.36

If you are paying with a credit or debit card, a convenience fee has been added to your total bill and will be processed as a separate charge to your card. The amount of this fee is shown above. **This fee is nonrefundable.**

Card Information

Card Number *****1111

Expiration Date 1/21



Billing Information

Name Ildan S

Country US

Address 3128 42 street

City Astoria

State NY

Zip 11103

Phone

Email isabanovic@buildings.nyc.gov

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- **Print a Permit**
- After Hour Variance Permit
- Training Materials and Q + A

Print a permit

My Jobs My Work Permits My AHV Work Permits Job Filing Search									
	Tracking #	Work Permit #	Sequence #	Work Permit Status	House #	Permit Type	Created Date	Contractor	Filing Action
+	309732531	Permit is not yet issued		Pre-Filing	282 Broadway	Plumbing	2016-04-13	JOE ADAM	Select Action
+	350860977	Permit is not yet issued		Pending QA Assignment	137 centre street	Plumbing	2016-04-12	JOE ADAM	Select Action
+	893987880	M00000906-I1-PL	1	Permit Issued	1285 Avenue of the Americas	Plumbing	2016-04-12	JOE ADAM	Select Action
+	905069009	B00000908-I1-EW-SP	1	Permit Issued	295 Flatbush Ave	Sprinkler	2016-04-12	JOE ADAM	Select Action
+	102715297	Permit is not yet issued		Pre-Filing	280 broadway	Plumbing	2016-04-12	JOE ADAM	Select Action

Filing Action 

Select Action 

- Select Action
- Create AHV
- Print Work Permit**
- Renew Work Permit

Print a permit, *continued*

Browser address bar: <https://a810-dobnow.nyc.gov/Publish/app/portal/workPermits/workpermitprint.htm> | DOB NOW | a810-dobnow.nyc

File Edit View Favorites Tools Help

Suggested Sites Web Slice Gallery

NYC Buildings



Work Permit Department Of Buildings

Permit Number: M00000079-11-PL	Issued: 2016-06-28	Expires: 2017-06-28
Address: Manhattan 1 bogus lane		Issued To: BRIAN MULLEN
Work on Floor(s): 1		Business: PLUMBER TESTER
Description: prod test		License No: P-999997

For detailed information regarding this permit, please log on to DOB NOW at www.nyc.gov/buildings.
Call 311 with any questions or complaints.

Borough Commissioner:  Commissioner Of Buildings: 

Tampering with or knowingly making a false entry in or falsely altering this permit is a crime that is punishable by a fine, imprisonment or both.

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- **After Hour Variance Permit**
- Training Materials and Q + A

AHV permit from the My Work Permits Dashboard

My Jobs My Work Permits My AHV Work Permits Job Filing Search									
	Tracking #	Work Permit #	Sequence #	Work Permit Status	House #	Permit Type	Created Date	Contractor	Filing Action
+	309732531	Permit is not yet issued		Pre-Filing	282 Broadway	Plumbing	2016-04-13	JOE ADAM	Select Action
+	350860977	Permit is not yet issued		Pending QA Assignment	137 centre street	Plumbing	2016-04-12	JOE ADAM	Select Action
+	893987880	M00000906-I1-PL	1	Permit Issued	1285 Avenue of the Americas	Plumbing	2016-04-12	JOE ADAM	Select Action
+	905069009	B00000908-I1-EW-SP	1	Permit Issued	295 Flatbush Ave	Sprinkler	2016-04-12	JOE ADAM	Select Action
+	102715297	Permit is not yet issued		Pre-Filing	280 broadway	Plumbing	2016-04-12	JOE ADAM	Select Action

Filing Action 

Select Action 

- Select Action
- Create AHV**

Add a new AHV permit

NYC Buildings 311 Search all NYC.gov websites

DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, ajoetest@gmail.com
(Role: R,DP,FR)
Sign Out

+ New Job Filing + New Work Permit **+ New AHV Permit**

My Jobs My Work Permits My AHV Work Permits Job Filing Search

Refresh

Job # - Filing #	Filing Status	Address	Borough	Design Professional	Owner	Created Date
M00000080 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:06:02.
M00000079 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 07:03:12.
M00000078 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/28/2016 06:31:03.
M00000076 - I1	Permit Entire	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:48:57.
M00000075 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:40:49.
M00000074 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/19/2016 07:34:56.
M00000070 - I1	Permit Entire	1 bogus lane	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:39:53.
M00000069 - I1	Pre-Filing	1 bistest st	Manhattan	JOE ADAM		06/18/2016 10:23:22.
M00000068 - I1	Permit Issued	1 bistest st	Manhattan	JOE ADAM	APPLE ROME	06/18/2016 10:14:47.

Add a new AHV permit, *continued*



DOB NOW
Submit Filings, Payments, and Requests to the NYC Department of Buildings

Welcome, mrctest005@gmail.com
(Role: Master Plumber .)
[Sign Out](#)

[Dashboard](#)
[Trace History](#)

After Hours Variance Permit Form

1. Initial Filing Status Information

Variance Type * Initial

3. Contractor

E-Mail*	<input type="text" value="Enter email/username..."/>	License Type*	<input type="text" value=""/>
License Number*	<input type="text" value=""/>	Last Name*	<input type="text" value=""/>
First Name*	<input type="text" value=""/>	Middle Name	<input type="text" value=""/>
Business LookUp*	<input type="text" value=""/>	Business Name*	<input type="text" value=""/>
City	<input type="text" value=""/>	Business Address	<input type="text" value=""/>
Zip*	<input type="text" value=""/>	State*	<input type="text" value=""/>
Business Fax	<input type="text" value=""/>	Business Telephone	<input type="text" value=""/>
TaxPayer ID*	<input type="text" value=""/>	Mobile Telephone	<input type="text" value=""/>
		Liability Insurance Expiration Date*	<input type="text" value=""/>

4. Please provide main point of contact information during AHV work

Last Name*	<input type="text" value=""/>	First Name*	<input type="text" value=""/>
Mobile Telephone*	<input type="text" value=""/>	E-Mail*	<input type="text" value=""/>

5. Variance Information

Reason for Variance

Application Highlights

Location	1 BARCLAY STREET MANHATTAN
Job Number	M0000803-I1
Work Permit Number	M54701427-I1-PL
AHV Permit Status	
Reason of Approval	
Initial Fee/Renewal Fee	
Daily Fee	

Fees

AHV Filing Fee	\$0.00
AHV Daily Fee	\$0.00
Amount Paid	\$0.00
Amount Due	\$0.00

[Calculate Fees](#)
[Pay Now](#)

Required Documents

Uploa...	Document Name	Document Status...

Add a new AHV permit, *continued*

3. Contractor

E-Mail*	<input type="text" value="Enter email/username..."/>	License Type*	<input type="text"/>
License Number*	<input type="text"/>	Last Name*	<input type="text"/>
First Name*	<input type="text"/>	Middle Name	<input type="text"/>
Business LookUp*	<input type="text"/>	Business Name*	<input type="text"/>
City*	<input type="text"/>	Business Address*	<input type="text"/>
Zip*	<input type="text"/>	State*	<input type="text"/>
Business Fax	<input type="text"/>	Business Telephone	<input type="text"/>
TaxPayer ID*	<input type="text"/>	Mobile Telephone*	<input type="text"/>
		Liability Insurance Expiry Date*	<input type="text"/>

- 1 Email address
- 2 License type
- 3 Business Name
- 4 Tax Payer ID

Add a new AHV permit, *continued*

4. Please provide main point of contact information during AHV work

Last Name*	<input type="text"/>	First Name*	<input type="text"/>
Mobile Telephone*	<input type="text"/>	E-Mail*	<input type="text"/>

5. Variance Information

Reason for Variance	<input type="text" value=""/>		
Is a residence within 200 feet of the site?*	<input type="radio"/> Yes <input type="radio"/> No	Is all work being done within an enclosed building?*	<input type="radio"/> Yes <input type="radio"/> No
Does any of the work involve full or partial demolition?*	<input type="radio"/> Yes <input type="radio"/> No	Does any of the work involve crane use?*	<input type="radio"/> Yes <input type="radio"/> No

5. Variance Information

Reason for Variance	<input type="text" value="City Construction Project"/>		
Is a residence within 200 feet of the site?*		Is all work being done within an enclosed building?*	<input type="radio"/> Yes <input type="radio"/> No
Does any of the work involve full or partial demolition?*		Does any of the work involve crane use?*	<input type="radio"/> Yes <input type="radio"/> No

Add a new AHV permit, *continued*

Request new dates to initial variance below. Note: Maximum of 14 days (including 4 weekend days) may be requested. Enter Valid Time format (hh:mm am/pm)*

Sunday From:	Monday From:	Tuesday From:	Wednesday From:	Thursday From:	Friday From:	Saturday From:
<input type="text"/>						
To:						
<input type="text"/>						

- | | | | | | | |
|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> 05/01/16 | <input type="checkbox"/> 05/02/16 | <input type="checkbox"/> 05/03/16 | <input type="checkbox"/> 04/27/16 | <input type="checkbox"/> 04/28/16 | <input type="checkbox"/> 04/29/16 | <input type="checkbox"/> 04/30/16 |
| <input type="checkbox"/> 05/08/16 | <input type="checkbox"/> 05/09/16 | <input type="checkbox"/> 05/10/16 | <input type="checkbox"/> 05/04/16 | <input type="checkbox"/> 05/05/16 | <input type="checkbox"/> 05/06/16 | <input type="checkbox"/> 05/07/16 |
| <input type="checkbox"/> 05/15/16 | <input type="checkbox"/> 05/16/16 | <input type="checkbox"/> 05/17/16 | <input type="checkbox"/> 05/11/16 | <input type="checkbox"/> 05/12/16 | <input type="checkbox"/> 05/13/16 | <input type="checkbox"/> 05/14/16 |

Add a new AHV permit, *continued*

6. Statement

This permit must be posted visible to the public. Falsification of any statement is a misdemeanor and is punishable by an imprisonment, or both. It is unlawful to give an employee, or for a city employee to accept, any benefits, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both.

- I understand that if I am found hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of the code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.
- I hereby certify as a permittee or as a representative of the permittee that a noise mitigation plan for the site has been developed in accordance with Administrative code §24-219 through §24-224 and that such plan is in compliance with the department of environmental protection's noise mitigation rules.*

Yes

Contractor Name(print) : *

Date : *

Save

Submit

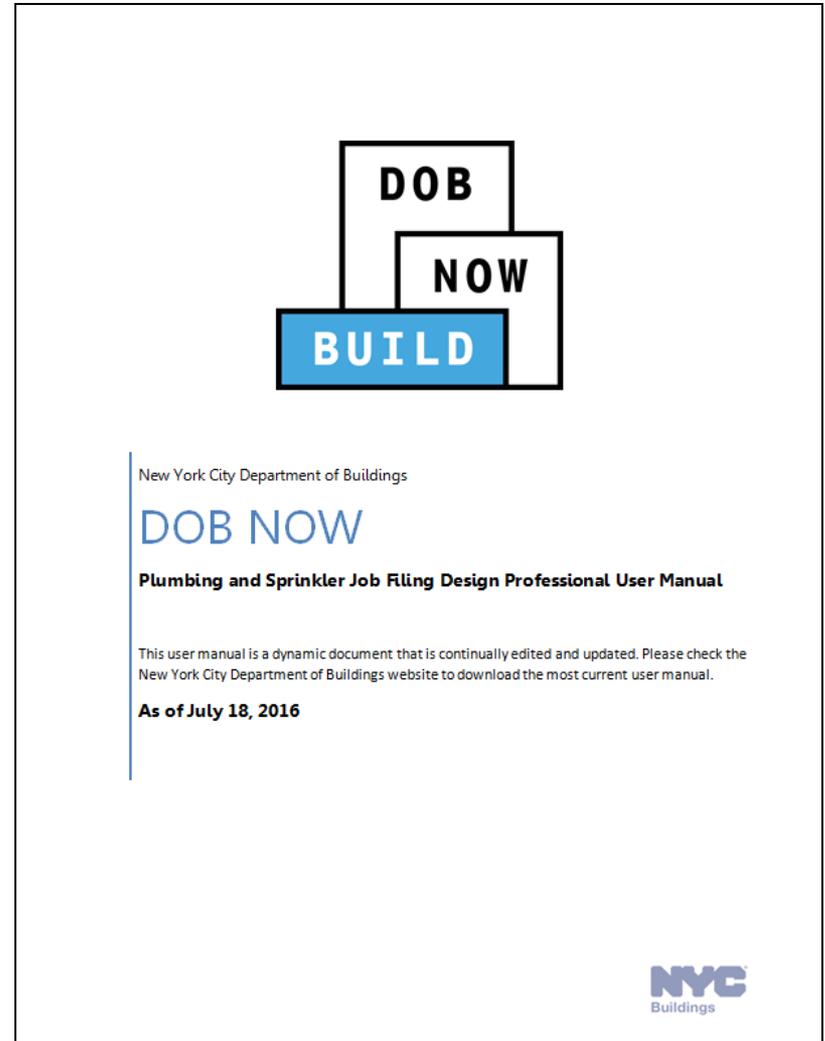
Cancel

Session Topics

- DOB NOW: *Build* Overview
- Locating a job and creating a new work permit in DOB NOW: *Build*
- Completing the PW2
- Review Plan/Work (PW1), Scope of Work, and Cost Affidavit
- Upload Documents and Make a Payment
- Print a Permit
- After Hour Variance Permit
- **Training Materials and Q + A**

Training Materials

User manuals with screenshots have been drafted for each user that provide instructions on how to complete forms, pull permits, request appointments, and make payments through DOB NOW: *Build*



User Specific Training Sessions

Contractor Information Sessions

Session Type	Date	Time	Location	RSVP Link
Contractor	7/27/2016	2-4pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-contractors-tickets-26335580430
Contractor	7/28/2016	2-4pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-contractors-tickets-26335672706

Design Professional Information Sessions

Session Type	Date	Time	Location	RSVP Link
Design Professional	7/11/2016	5-7pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-design-professionals-tickets-26334703808
Design Professional	7/14/2016	2-4pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-design-professionals-tickets-26289098401
Design Professional	7/21/2016	2-4pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-design-professionals-tickets-26335347734

User Specific Training Sessions

Filing Representatives Information Sessions

Session Type	Date	Time	Location	RSVP Link
Filing Representative	7/11/2016	2-4pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-filing-representatives-tickets-26334566397
Filing Representative	7/14/2016	5-7pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-filing-representatives-tickets-26334939513
Filing Representative	7/21/2016	5-7pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-filing-representatives-tickets-26290333094

Owner Information Sessions

Session Type	Date	Time	Location	RSVP Link
Owner	7/18/2016	5-7pm	280 Broadway, New York 3rd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-owners-tickets-26290264890
Owner	7/25/2016	5-7pm	280 Broadway, New York 3rd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-owners-tickets-26335458064

User Specific Training Sessions

Special/Progress Inspectors Information Sessions

Session Type	Date	Time	Location	RSVP Link
Special/Progress Inspector	7/27/2016	5-7pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-specialprogress-inspectors-tickets-26335620550
Special/Progress Inspector	7/28/2016	5-7pm	125 Worth St., New York 2nd Floor Conference Room	https://www.eventbrite.com/e/dob-now-build-training-session-for-specialprogress-inspectors-tickets-26335702796

Support and Feedback

Send your questions to:

dobnowsupport@buildings.nyc.gov

Include “Information Session” in the Subject Line

© 2016 City of New York (or City of New York by and through the Department of Buildings). All rights reserved. Reproduction, distribution, display and use of the presentation without written permission of the New York City Department of Buildings is prohibited.