Work Without a Permit or SWO Violations: Requesting an Override, Reduction or Waiver of Penalties

Beginning February 14, 2012, applicants or property owners must submit a new L2 form when requesting an override, reduction or waiver of civil penalties for Work Without a Permit or Stop Work Order violation. See the L2 instructions for more on the new form and submission requirements.

To transition to this new process, the Department will accept the prior LL58/88 Affidavit of Registered Architect or Professional Engineer form through March 14, 2012. Thereafter, the L2 must be used to submit these requests.

New L2 Submission Process

- The L2 is required for all override, waiver and reduction requests listed in Section 1 of the L2 form.
- When seeking an override to obtain a work permit in an area not related to a civil penalty violation, the applicant or property owner must complete and submit the L2.
- The reason for the override, waiver or reduction request must be checked in the L2.
- L2 forms must be submitted in person at the appropriate location for the project: a borough office; the Limited Alteration Application Unit; or the NYC Development Hub.
- Submit all supporting documentation with the L2 form.

L2 Decisions

Following a thorough review of the submitted L2 and supporting documentation, the Department will advise the applicant or owner of the decision regarding the L2 request.