

## SERVICE NOTICE

### Sidewalk Shed Removal and Earthwork Notifications

Effective Monday, May 24, 2021, submit all sidewalk shed removal and earthwork notifications in [DOB NOW: Build](#). The DOB Customer Service Contact Center will no longer accept these notifications by phone.

#### Sidewalk Shed Removal Notifications

Beginning May 24, 2021, sidewalk shed removal notifications for all BIS and DOB NOW jobs must be submitted in DOB NOW and will not be accepted by phone. From the DOB NOW: *Build* dashboard, the permit applicant selects **+Notifications** and then **Sidewalk Shed Removal**. The permit must be signed off to submit the removal notification.

**The permit applicant is required to submit notification within two days of complete removal of the sidewalk shed.** For more information, see [2014 NYC Building Code §3307.6.5.11](#).

#### Earthwork Notifications

Beginning, May 24, 2021, earthwork notifications for all BIS jobs must be submitted in DOB NOW and will not be accepted by phone. As part of the [December 2020 expansion](#), notifications for DOB NOW Earthwork jobs will continue to be submitted in DOB NOW. From the DOB NOW: *Build* dashboard, the permit applicant selects **+Notifications** and then **Earthwork**. The notification can be submitted once the job is Approved.

**Notification is required 24-48 hours in advance of the earthwork commencing and needs to include the 811 (Call Before You Dig) Confirmation Number.** See [DOB's Excavation page](#) for more information.

For assistance using DOB NOW, submit an inquiry at [www.nyc.gov/dobnowhelp](http://www.nyc.gov/dobnowhelp).