



Green Team Fact Sheet

NYCDOB Demolition Permit

Overview

Purpose: Several New York City Department of Buildings (NYCDOB) demolition forms and applications must be submitted for review and approval prior to performing demolition activities.

Prerequisites:

- 1) Applicant must be a New York State licensed Professional Engineer (PE) or Registered Architect (RA).
- 2) Filing representative, who is different from applicant, must be pre-registered at the NYCDOB.
- 3) Applicable plans and construction documents showing the nature and extent of the proposed demolition work.
- 4) New York City Department of Environmental Protection (NYCDEP) asbestos forms ACP-5 and ACP-7.

Submission Process:

- 1) Send written notification to all adjoining property owners via certified mail at least five days prior to submitting permit application to NYCDOB.
- 2) Submit the completed PW-1 form, demolition plan, certified mail receipts, and copies of written notification sent to owners of adjoining lots at Borough Office.
- 3) After receiving approval on PW-1 form from NYCDOB, submit the completed DS1 Demolition Submittal Certificate Form to NYCDOB Building Enforcement Safety Team (BEST).
- 4) If the demolition activities would involve mechanical means, submit the Application for Best Recommendation for Mechanical Means Demolition.
- 5) Submit B Form 2A for pre-demolition inspection report.

Fee: N/A

Permit Timeline: N/A

Office Hours

Office Hours: Each NYCDOB borough office is open Monday through Friday 8:30AM to 3:00PM. However, permit applications are accepted between 8:30 am and 12:30 pm.

Borough Offices and Customer Service Phone Nos.:

- Manhattan: 280 Broadway, 3rd fl., New York, NY 10007; 212-566-0042
- Bronx: 1932 Arthur Avenue, 5th fl., Bronx, NY 10457; 718-579-6920
- Brooklyn: 210 Joralemon Street, 8th fl., Brooklyn, NY 11201; 718-802-3675
- Queens: 120-55 Queens Blvd., Kew Gardens, NY 11424; 718-286-0600
- Staten Island: 10 Richmond Terrace, Borough Hall, 2nd fl., Staten Island, NY 10301; 718-816-2300

Helpful Websites:

- NYCDOB PW1 Plan Work Approval Application: <http://www.nyc.gov/html/dob/downloads/pdf/pw1.pdf>
- NYCDOB PW1 User Guide: http://www.nyc.gov/html/dob/downloads/pdf/pw1_userguide.pdf
- NYCDOB PW2 Work Permit Application: <http://www.nyc.gov/html/dob/downloads/pdf/pw2.pdf>
- NYCDOB PW2 Work Permit Application Instruction:
<http://www.nyc.gov/html/dob/downloads/pdf/pw2ins.pdf>
- NYCDOB B Form 2A BEST Pre-Demolition Inspection Application:
http://www.nyc.gov/html/dob/downloads/pdf/bform_2a.pdf
- NYCDOB DS1 Demolition Submittal Certification Form:
<http://www.nyc.gov/html/dob/downloads/pdf/ds1.pdf>
- NYCDOB DS1 Demolition Submittal Certificate Form Instructions:
http://www.nyc.gov/html/dob/downloads/pdf/ds1_instr.pdf
- NYCDOB BEST4 Application for BEST Recommendation for Mechanical Means Demolition:
<http://www.nyc.gov/html/dob/downloads/pdf/best4.pdf>
- NYCDOB Demolition Filing Process:
http://www.nyc.gov/html/dob/downloads/pdf/demolition_notice_101106.pdf
- NYCDOB Demolition Information - Demolition Safety:
http://www.nyc.gov/html/dob/html/construction_safety/demolition_safety.shtml
- NYCDOB Demolition Information - Easier Demolition Permit Renewals:
http://www.nyc.gov/html/dob/downloads/pdf/demolition_030707.pdf
- NYCDOB Permit Forms: http://www.nyc.gov/html/dob/html/forms/forms_permits.shtml
- NYCDOB eFiling login: <https://a810-efiling.nyc.gov/eRenewal/loginER.jsp>
- NYCDOB website for How to Get a Permit:
http://www.nyc.gov/html/dob/html/applications_and_permits/permits_howto.shtml



NYC Office of Environmental Remediation

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Contacts

NYCDOB Borough Project Advocates:

- Manhattan:
Krystyna Grebski, 212-566-3305,
KrystynaG@buildings.nyc.gov
Richard Rosen, 212-566-3300
RichardR@buildings.nyc.gov
- Bronx:
Thomas Karakatu, 718-579-6836
Tkarakatu@buildings.nyc.gov
- Brooklyn:
Jinseok Choi, 718-802-3508
Jichoi@buildings.nyc.gov
- Queens:
Anthony Pollicino, 718-286-0607
Apollicino@buildings.nyc.gov
- Staten Island:
Frank Schimenti, 718-816-2315 X5505
fschimenti@buildings.nyc.gov

OER Green Team Coordinator:

Cavy Chu, P.E.
NYC Office of Environmental Remediation
100 Gold Street, 2nd Floor
New York, NY 10038
CavyC@dep.nyc.gov
212-788-3774