NYC Compliance Checklist 2025

2025 Key Dates

	1 ST	 Local Law 88 - Sub-metering and lighting upgrades must be completed. Filing due 5/1 alongside Local Law 97 reports Multiunit Building Collection Program application period opens 	DOB DSNY
JAN	15 TH	 Last day to distribute annual lead paint/window guard notices to residential tenants First deadline in 2025 to distribute Fire Safety Information to residential tenants (Bulletin/Guide, Checklist, etc.) Deadline to submit annual water tank inspection for 2024 calendar year 	DOHMH/HPD FDNY DOHMH
	31 ST	 Multiunit Building Collection Program deadline - last day to apply BEST PRACTICE - Provide annual stove knob cover notices. This is a suggested date based on the start of the law & the timing of annual safety notice mailings 	DSNY HPD
FEB	16 ™	Landlords must begin to make "reasonable attempts to acquire lead paint/window guard information for non-responsive tenants as part of the annual safety notice mailings process"	DOHMH/HPD
	21 ST	FISP Cycle 9 ends, and Cycle 10 tentatively begins	DOB
MAR	1 st	Notify DOHMH of all non-responsive tenants and attempts to acquire information as part of annual safety notice mailings process	DOHMH/HPD
APR	1 ST	DHCR Registration begins in ARRO system (ends Jul 31)	DHCR
MAY	1 st	 Local Law 157 due - installation of natural gas detectors in residential properties Local Law 84 Benchmarking Report due for 2024 data (covered buildings 25K square feet and up) Local Law 97 - First reports due for most covered buildings Local Law 97 - One-time reports due for buildings on the prescriptive list (Article 321) Local Law 88 - Reports due; filed alongside LL 97 reports 	DOB/HPD DOB DOB DOB DOB
	31 st	• Last day of Heat Season for 2024 - 25	HPD
AUG	9 ™	Last day to perform required XRF tests in units and common areas as required by Local Laws 31 and 111	DOHMH/HPD
SEP	1 ST	• Deadline for annual HPD registration. Required for multifamily residences (3+ units), designated residences, and hotels	HPD
ост] ST	 2025 - 26 Heat Season begins New Building Energy Efficiency label available - replace existing label with latest score before Oct 31st 	HPD DOB
NOV	1 ST	Deadline for annual cooling tower certification	DOB
DEC	31 ⁵⊺	 Final day to electronically file annual bedbug report for 11/1/24 - 10/31/25 Last day to file periodic elevator inspections, CAT1s, and boiler inspections for 2025 cycle via DOB NOW: Safety Last day for annual lead paint inspections (LL 1) and allergen hazard inspections (LL 55) Last day to submit Local Law 87 EER for buildings due in 2025 (covered buildings list - 50K sq. Ft - with a last digit of "5" as the building's tax block number) Last day to submit gas piping system inspections or certifications for Subcycle B (Community Districts 2, 5, 7, 13, 18 in all boroughs) 	HPD DOB DOB DOB
		 Annual parapet observation must be performed (no filing required) Parking structure inspection filings due for properties in Subcycle B (Manhattan CD 8 - 12 and Brooklyn) Annual observations due for all other parking structures (no filing required) Retaining wall inspections due for properties in Manhattan 	DOB DOB DOB



Did You...

□ Schedule any required Category 5 (5 year) inspection tests? DOB □ Post Benchmarking grades and Facade certificates as required? DOB □ Prepare for Local Law 97 filings? DOB
☐ Prepare for Local Law 97 filings? DOB
If Community Districts 2, 5, 7, 13, 18 schedule your gas piping inspection or submit your certification for no piping system?
☐ Prepare for upcoming Cycle 10 filings with your facade vendor? DOB
Submit annual bedbug reporting for residential units?
Perform annual LL 55 inspections for residential units?
File tax estimates,declarations, returns,and extensions?
☐ Prepare and file LL 84 annual Benchmarking report? DOB
Prepare and file LL 87 EER, if required for your building this year?
Review permit expiration dates (DOB and FDNY)and renew as appropriate?
Perform regular daily, weekly, and monthly Cooling Tower maintenance tasks in advance of annual certification? DOHMH
Lock down a vendor for the 2025 – 26 safety notice mailings, fire safety, and stove knob cover processes? DOHMH/HPD/FDNY



Never Miss A Due Date With Compliance Manager

Compliance Manager is the easiest way to track custom statuses and progress on key required filings. Local Law 152, parapets and parking structures, and more can be tracked portfolio-wide. Reach out to your Customer Success Manaager to learn how you can get started today.



Key Reminders For This Year

Lead-Based Paint Reminders

Below are critical future due dates for lead-based paint requirements from HPD:

- August 2025: XRF tests for all units and common areas must be completed, with test and follow-up records kept
- July 2027: Lead-based paint on friction surfaces must be abated for units where children are known to reside prior to Jan 1, 2025. Remember - reside means lives or routinely spends 10 hours or more per week in the unit

Want more information?

Check out our blog post:

https://sitecompli.com/blog/roundup-of-new-lead-based-paint-laws-hpd-resources/

Sanitation Reminders

- Curbside composting has officially been rolled out to all boroughs as of October 2024
- As of November 12, 2024 all properties with 1-9 residential units are required to use bins, 55 gallons or less, with secure lids for trash set out
- The city is beginning a pilot program testing solutions for larger buildings, starting with Manhattan Community District 9 in June 2025

Want more information?

Check out our blog post:

https://sitecompli.com/blog/deep-dive-dsny-containerization-pilot-program-final-rules/

Facade Watchout

With the official end of FISP Cycle 9 in 2025, the logical next step for most owners and managers is to prepare for the next round of filings. That said, as of Checklist print time, the DOB hasn't released any information confirming official due dates or updates for Cycle 10. It's possible it's just a matter of timing, or it could be that the DOB is awaiting results of a FISP study comissioned earlier this year. Potential recommendations may result in changes to filing periods, subcycles, required buildings, and more. Still, it's prudent to keep in touch with your QEWI - especially if your building has a facade inspection due in Subcycle A (from Feb 2025 - Feb 2027).

NYC Agency Contacts

Sustainability Help Center

Help@NYCsustainability.org (212) 566-5584

DHCR Office of Rent Administration

1 (833) 499-0343

DEP Boiler Registration Renewal

(718) 595-3855

DOB Boiler Division Customer Service

(212) 393-2661

TECHNICAL UNIT: (212) 393-2784

DOB Administrative Enforcement Unit

(212) 393-2405

DOB Elevator Division Customer Service

(212) 393-2144

elevatordivision@buildings.nyc.gov

DOF Tax Commission

(212) 669-4410

FDNY District Office Headquarters

(718) 403-4000

FDNY District Office 37 (Place of Assembly)

(718) 999-2404 / 2403 / 1007

FDNY District Offices 93, 94, 95 - Sprinkler Standpipe

(718) 999-2478 / 2499

FDNY Violation/Business Information

FDNY.BusinessSupport@fdny.nyc.gov

HPD Registration Hotline

(212) 863-7000

register@hpd.nyc.gov

SCHEDULE AN APPOINTMENT FOR HELP:

https://hpdrau.timetap.com/#/

HPD Bronx Code Enforcement

(212) 863-7050

HPD Brooklyn Code Enforcement

EUCLID AVE: (212) 863-6620 ADAMS STREET: (212) 863-8060

HPD Manhattan Code Enforcement

(212) 863 - 5030

HPD Queens Code Enforcement

(212) 863-5990

HPD Staten Island Code Enforcement

(212) 863-8100

Local Law 11 - Facades Unit

(212) 393-2551

facades@buildings.nyc.gov

OATH ECB Remote Hearing Scheduling

BROOKLYN: RemoteBKLYN@oath.nyc.gov

BRONX: RemoteBronx@oath.nyc.gov MANHATTAN: RemoteManhattan@oath.nyc.gov

QUEENS: RemoteLIC@oath.nyc.gov STATEN ISLAND: RemoteSI@oath.nyc.gov

OATH ECB Customer Service

844-OATH-NYC (844-628-4692)

OATH Procedural Justice Coordinator Hotline

(212) 436-0845

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