2027 EDITION · FREE

The Owner's Guide to **NYC Building Duties**

The key duties in plain words: who each one applies to, when it's due, who does it, what's at stake, and the City's own source for every line.



Built by NYC compliance experts · Powered by Stoop AI
Checked against official NYC and NYS pages on November 13, 2026. Not every duty applies to every building.

Look up any NYC address, free:
stoop.ai

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How to read each card

Who it applies to, when it’s due, who does it and what happens next, each in plain words from the agency’s own page, with the source at the bottom. Penalties appear only where the agency’s page states them.

Your building’s own dates

Some years are set by the building: gas piping by community district, facades by block number, energy audits by tax block. The free lookup at stoop.ai lists the duties that apply to an address, each with its date.

Stoop reads public records, lists each building’s duties with their dates, drafts the paperwork for the owner’s OK and keeps the proof. It never files, signs or hires for you. Nothing in this guide is legal advice; rules change, and the agency’s page is the authority.

Facade inspections (FISP, Local Law 11)

Department of Buildings

Buildings taller than six stories need a facade inspection every five years by a licensed engineer or architect approved by DOB.

WHO IT APPLIES TO	Buildings taller than six stories.
WHEN	Every five years. Cycle 10 runs February 21, 2025 to February 20, 2030. The last digit of the block number sets the sub-cycle and its two-year filing window: 10A (blocks ending in 4, 5, 6 or 9) from February 21, 2025 to February 21, 2027; 10B (0, 7 or 8) from February 21, 2026 to February 21, 2028; 10C (1, 2 or 3) from February 21, 2027 to February 21, 2029.
WHO DOES IT	A Qualified Exterior Wall Inspector (QEWI): a New York State licensed engineer or registered architect approved by DOB, filing in DOB NOW: Safety.
WHAT HAPPENS NEXT	Safe, SWARMP (safe with a repair and maintenance program), or Unsafe. Unsafe: public protection such as a sidewalk shed right away, repairs within 90 days of filing, an amended report within two weeks of the repairs, extension request if not done within 104 days.

Source: Facade Inspection and Safety Program, NYC Department of Buildings · https://www.nyc.gov/site/buildings/safety/facade-local-law.page

Parapet observations

Department of Buildings

If your building has a parapet facing the street, someone qualified has to look at it every year, and you keep the report.

WHO IT APPLIES TO	Buildings with parapets fronting the public right-of-way, any height; not detached one- or two-family homes, or buildings where a fence or barrier blocks access to the wall.
WHEN	Every year, since January 1, 2024.
WHO DOES IT	A competent person: a bricklayer, superintendent, handyman, mason or similar tradesperson, architect, engineer, or insurance or State-authorized inspector.
WHAT HAPPENS NEXT	The owner keeps the reports at least six years and shows them to DOB on request. Unsafe: the observer notifies DOB (311 and parapets@buildings.nyc.gov), the owner installs public protection and corrects within 90 days.
LEGAL BASIS	NYC Administrative Code 28-301.1.1 and 1 RCNY 103-15.

Source: Parapets, NYC Department of Buildings · https://www.nyc.gov/site/buildings/safety/parapets.page

Gas piping inspections (Local Law 152 of 2016)

Department of Buildings

Most buildings need their gas piping inspected by a Licensed Master Plumber at least every four years, in the year set for their community district.

WHO IT APPLIES TO	All buildings except one- and two-family homes and other R-3 occupancies (and the listed DOF classes).
WHEN	At least once every four years, by December 31 of the building's cycle year, set by community district. 2026: districts 4, 6, 8, 9, 16. 2027: districts 11, 12, 14, 15, 17. 2028: districts 1, 3, 10. 2029: districts 2, 5, 7, 13, 18.
WHO DOES IT	A Licensed Master Plumber, or a qualified person under the LMP; GPS1 report to the owner within 30 days; the owner files the GPS2 certification with DOB within 60 days; one 180-day extension per cycle.
WHAT HAPPENS NEXT	Late filing may bring a $5,000 civil penalty (DOB's page). Buildings with no gas piping still file a GPS2 saying so.

Source: Gas Piping Inspections, NYC Department of Buildings · https://www.nyc.gov/site/buildings/property-or-business-owner/gas-piping-inspections.page

Boiler inspections

Department of Buildings

Most boilers need an inspection every calendar year, with the report filed within 45 days of the inspection.

WHO IT APPLIES TO	Most boilers, including low-pressure boilers in residential buildings with six or more dwellings and in mixed-use or commercial buildings; not boilers at one- to five-family properties, boilers heating a single apartment, or boilers of 100,000 BTU or less.
WHEN	Every calendar year, January 1 to December 31; the inspection report filed within 45 days of the inspection; defects corrected and an affirmation filed within 180 days of the inspection.
WHO DOES IT	An authorized boiler inspector; high-pressure boilers by an authorized insurance company, two inspections a year.

Source: Boilers guide (PDF), NYC Department of Buildings · https://www.nyc.gov/assets/buildings/pdf/boilers-guide-english.pdf

Elevator inspections and tests

Department of Buildings

Every elevator needs a periodic inspection and a safety test each year, and a full-load test every five years.

WHO IT APPLIES TO	Buildings with elevators. Each device has its own inspections and tests.
WHEN	Every year, January 1 to December 31: a periodic inspection and a Category 1 (CAT1) no-load safety test. Every five years: a Category 5 (CAT5) test. File the periodic inspection within 14 days and the CAT1 within 21 days; DOB stops accepting them after January 14 and January 21 of the next year. File the CAT5 within 21 days of the test.
WHO DOES IT	Filed with DOB for each device.
WHAT HAPPENS NEXT	Defects are corrected within 90 days of the inspection, and the affirmation of correction filed within 14 days of the repair. Not corrected and filed within 104 days brings a failure-to-correct violation. For a residential CAT1, late filing is $50 a month per device, up to $600 a year; not filing by the deadline is $1,000; failing to correct is $1,000. Non-residential penalties are higher.

Source: Elevator Compliance, NYC Department of Buildings · https://www.nyc.gov/site/buildings/safety/elevator-compliance.page

Drinking water tank inspections

Health Department

Drinking water tanks are inspected and sampled every year, with the results reported by January 15.

WHO IT APPLIES TO	Buildings that use tanks to store or pressurize their drinking water, such as rooftop tanks.
WHEN	Inspect at least once a year, with bacteriological water sampling. The year’s results are reported to the Health Department by January 15 of the next year.
WHO DOES IT	A qualified inspector, such as a licensed master plumber or a person under a licensed master plumber’s direct and continuing supervision, or a licensed professional engineer or registered architect.
WHAT HAPPENS NEXT	Keep inspection and water quality results at least five years, and post signs telling residents they can review them.

Source: Drinking Water Tank Inspection Reporting, NYC Health Department · https://www.nyc.gov/site/doh/business/permits-and-licenses/drinking-water-tank-inspection-reporting.page

Cooling towers

Health Department and DOB

Cooling towers are registered with DOB, inspected and tested on a schedule while they run, and certified every year by November 1.

WHO IT APPLIES TO	Buildings with a cooling tower.
WHEN	Register with DOB before the tower first operates. Every year by November 1, file the annual certification, or a statement of non-operation. While it operates: a compliance inspection at least every 90 days, Legionella testing within 3 to 14 days of startup and at least every 31 days, cleaning at least twice a year, and disinfection of every operating tower between July 1 and August 31.
WHO DOES IT	A Qualified Person develops, updates and certifies the maintenance program and plan, and does the 90-day inspections. Disinfection is done by a certified pesticide applicator.
WHAT HAPPENS NEXT	A Legionella result of 1,000 CFU/mL or more is reported to the Health Department within 24 hours. Records stay on site at least three years. Tell DOB within 30 days if a tower is removed or discontinued. Failing to register, certify or report a discontinued tower can bring a fine of up to $10,000.

Source: Cooling Towers: Inspection and Disinfection, NYC Health Department · https://www.nyc.gov/site/doh/business/permits-and-licenses/cooling-towers-inspect.page

The annual notice: window guards and lead paint

Health Department

Every January, rental buildings send each apartment a notice that asks about young children, for window guards and lead paint safety.

WHO IT APPLIES TO	Buildings with residential rental units.
WHEN	Delivered January 1 to January 15 (January 16 if enclosed with a rent bill sent after December 15); tenants return it by February 15; if it isn’t returned, the owner tries to inspect from February 16 to March 1 and tells the Health Department in writing if they can’t get in.
WHO DOES IT	The owner sends it and keeps proof of delivery and the returned forms for at least two years.
WHAT HAPPENS NEXT	Window guards where a child 10 or younger lives or spends 10+ hours a week; safe work practices on peeling paint where a child 5 or younger lives.

Source: Annual Notice FAQ (PDF), NYC Health Department · https://www.nyc.gov/assets/doh/downloads/pdf/win/lead-poisoning-window-guards-annual-notice-faq.pdf

Lead-based paint (Local Laws 1 and 31)

HPD

Older rental buildings test for lead paint, check apartments where a child under six lives every year, and fix doors and windows at turnover.

WHO IT APPLIES TO	Rental apartments in buildings built before 1960, or 1960 to 1978 where the owner knows there is lead paint, including rental units in one- and two-family homes and co-op or condo units the owner doesn’t live in. The yearly duties apply where a child under six lives.
WHEN	Every year: the annual notice in January, and a visual investigation of every apartment where a child under six lives. XRF testing of rental units and common areas was due August 9, 2025, or within a year after a child under six moves in, whichever comes first. At turnover: lead-positive door and window friction surfaces are abated.
WHO DOES IT	XRF testing by an EPA-certified inspector or risk assessor who is independent of the owner and of any firm hired to fix lead hazards. The yearly investigation covers every painted surface in every room, including closets and cabinets.
WHAT HAPPENS NEXT	Keep XRF records, inspector certifications and affidavits for at least ten years, and pass them to a new owner. Apartments found lead-free by XRF can be exempted from the annual notice and investigation.

Source: Paint Testing Requirement and Exemptions, NYC HPD · https://www.nyc.gov/site/hpd/services-and-information/paint-testing-requirement-and-exemptions.page

Steam radiator inspections (Local Law 151)

HPD

Buildings with steam heat have radiators inspected at least every two years where a child under six lives, starting with the January 2027 notice.

WHO IT APPLIES TO	Buildings with three or more apartments and steam heat: apartments with a steam radiator where a child under six lives, and the common areas.
WHEN	At least once every two years. HPD began enforcing on May 9, 2026. From January 2027, the radiator notice goes out January 1 to 16, tenants return it by February 15, and by March 1 the owner files a Tenant No Response Form with HPD for each apartment that didn't answer. The Health Department's window guard page says January 1 to 15, so delivering by January 15 meets both.
WHO DOES IT	A qualified inspector: a licensed master plumber, high-pressure boiler operating engineer, stationary engineer, oil burning equipment installer or mechanical contractor, someone under their direct supervision, or a superintendent who has reviewed HPD's training manual and signed HPD's certification form with the owner. The inspector also signs an Affidavit of Qualification each year.
WHAT HAPPENS NEXT	An uncontrolled steam leak or severe corrosion: the inspector shuts the boiler down right away. Other defects: tell the tenant, the owner and HPD within 48 hours; a hazardous radiator comes out of service within 24 hours and is repaired or replaced within 7 days; other defects are fixed within 14 days. Keep a Record of Steam Radiator Inspection for each apartment and the common areas; not keeping or providing records can bring a penalty of up to $500.

Source: Inspection of Steam Radiators, NYC HPD · https://www.nyc.gov/site/hpd/services-and-information/inspection-of-steam-radiators.page

Pests and mold (Local Law 55)

HPD

Buildings with three or more apartments check every apartment for pests and mold at least once a year, and before each new tenant moves in.

WHO IT APPLIES TO	Private buildings with three or more apartments.
WHEN	Inspect every apartment and the common areas for cockroaches, rodents and mold at least once a year, more often if needed, and when a tenant complains or asks. Before a new tenant moves in, the apartment is cleaned and free of pests and mold.
WHO DOES IT	The owner. Removing 10 or more square feet of mold in a building with 10 or more apartments takes a New York State Department of Labor licensed mold assessor and remediator.
WHAT HAPPENS NEXT	Give each tenant the Health Department's fact sheet and a notice with the lease, setting out what owners and tenants each must do. Fix what causes mold, such as leaks and moisture.

Source: What Tenants Should Know About Indoor Allergens (PDF), NYC Health Department · https://www.nyc.gov/assets/doh/downloads/pdf/asthma/local-law-55.pdf

Heat and hot water

HPD

From October 1 to May 31, apartments have to be warm enough day and night, and hot water runs at 120°F all year.

WHO IT APPLIES TO	Residential buildings. The owner provides heat during heat season and hot water all year.
WHEN	Heat season runs October 1 to May 31. From 6 AM to 10 PM, when it is below 55°F outside, apartments must be at least 68°F. From 10 PM to 6 AM, at least 62°F, whatever the weather. Hot water at a constant 120°F or more, every day of the year.
WHO DOES IT	The owner, usually through the super and the boiler service. HPD inspects when tenants complain.
WHAT HAPPENS NEXT	A heat or hot water violation must be corrected within 24 hours. Penalties are $250 to $500 a day for an initial violation and $500 to $1,000 a day for later ones at the same building, plus a $200 fee for each inspection after the first two that finds a heat violation. Some owners can settle an eligible violation with a $250 payment made within 10 days, with a timely Notice of Correction.

Source: Heat and Hot Water Information, NYC HPD · https://www.nyc.gov/site/hpd/services-and-information/heat-and-hot-water-information.page

Natural gas alarms (Local Law 157)

HPD and DOB

Apartments in buildings with gas need natural gas alarms by January 1, 2027, placed near the gas appliance.

WHO IT APPLIES TO	Class A and Class B multiple dwellings with gas. An apartment with no gas appliance may still need one if it sits directly above gas piping or a gas appliance.
WHEN	By January 1, 2027. Local Law 102 of 2025 moved the date from May 1, 2025, and HPD's October 2026 bulletin confirms January 1, 2027.
WHO DOES IT	The owner installs the alarms and replaces them at the end of their useful life; the tenant maintains battery-operated alarms in the apartment. Hard-wired alarms are installed by a New York City licensed electrical contractor; battery and plug-in alarms can be installed by others. Alarms must be listed and labeled to UL 1484.
WHAT HAPPENS NEXT	Where a gas appliance is in an apartment, the alarm goes in the same room, 3 to 10 feet from the appliance, measured horizontally. HPD enforces, and owners of Class A buildings post a notice about the devices, which can be combined with the smoke and carbon monoxide notice.

Source: Natural Gas Detector FAQs, NYC Department of Buildings · https://www.nyc.gov/site/buildings/property-or-business-owner/natural-gas-detector-faqs.page

Building emissions (Local Law 97)

Department of Buildings

Most buildings over 25,000 square feet file an emissions report every year by May 1, under limits that get stricter in 2030.

WHO IT APPLIES TO	Most buildings over 25,000 gross square feet, and two or more buildings on one tax lot that together exceed 50,000.
WHEN	An emissions report every year by May 1; limits began in 2024 and get stricter in 2030.
WHO DOES IT	Certified by a registered design professional.

Source: LL97 Greenhouse Gas Emissions Reductions, NYC Department of Buildings · https://www.nyc.gov/site/buildings/codes/ll97-greenhouse-gas-emissions-reductions.page

Energy benchmarking and grades (Local Laws 84, 33 and 95)

Department of Buildings

Covered buildings report last year’s energy and water use by May 1, and post their energy grade near the entrance every fall.

WHO IT APPLIES TO	Buildings on the City’s Covered Buildings List. DOB tells owners to check the property tax bill for a compliance notification, or the list itself.
WHEN	Report last year’s energy and water use by May 1 every year, in ENERGY STAR Portfolio Manager. The new energy grade is available October 1 and goes up near each public entrance within 30 days.
WHO DOES IT	The owner, or a benchmarking provider the owner hires.
WHAT HAPPENS NEXT	A missed benchmarking report brings a $500 penalty each quarter until it is filed (August 1, November 1, February 1), up to $2,000 a year. Not displaying the energy grade on time is a $1,250 fine.

Source: Benchmarking and Energy Efficiency Rating, NYC Department of Buildings · https://www.nyc.gov/site/buildings/codes/benchmarking.page

Energy audits and retro-commissioning (Local Law 87)

Department of Buildings

Covered buildings file an energy audit and retro-commissioning report once every ten years, in the year set by the last digit of the tax block.

WHO IT APPLIES TO	Buildings on the City’s Covered Buildings List.
WHEN	Once every ten years, by December 31 of the year whose last digit matches the last digit of the building’s tax block. Blocks ending in 7 file in 2027; blocks ending in 8, in 2028.
WHO DOES IT	A New York State registered architect or licensed professional engineer, or a DOB-registered energy auditor or retro-commissioning agent with approved training. The Energy Efficiency Report (EER) is filed with the City.
WHAT HAPPENS NEXT	Not filing by December 31 is a Class 2 violation with a $3,000 penalty for the first year, and $5,000 more for each year after that.

Source: LL87: How to Comply, NYC Greener, Greater Buildings Plan · https://www.nyc.gov/html/gbee/html/plan/ll87_comply.shtml

HPD property registration

HPD

Residential buildings with three or more units, and some one- and two-family homes, register with HPD every year by September 1.

WHO IT APPLIES TO	Residential buildings with three or more units, and one- and two-family homes where neither the owner nor the owner’s immediate family lives.
WHEN	Every year, by September 1 (registration opens May 21); a $13 fee billed with the property tax statement.
WHO DOES IT	The owner, online through HPD’s Property Registration Online System (PROS).
WHAT HAPPENS NEXT	An unregistered building can’t certify violations and can’t start a nonpayment case in court.

Source: Register Your Property, NYC HPD · https://www.nyc.gov/site/hpd/services-and-information/register-your-property.page

Bedbug annual report

HPD

Every December, multiple dwellings file a free report with HPD on the past year’s bedbug history.

WHO IT APPLIES TO	Multiple dwellings.
WHEN	File December 1 to December 31 every year. The report covers November of the previous year through October of the current year.
WHO DOES IT	The registered owner or managing agent, with HPD. Corporate owners file online; individual owners may file on paper. The building’s HPD registration must be current. Filing is free.
WHAT HAPPENS NEXT	Post the filing receipt with the Health Department’s Stop Bed Bugs Safely brochure in a prominent place, or give both to each tenant. Not filing by December 31 can bring a violation.

Source: Bed Bug Annual Report, NYC311 · https://portal.311.nyc.gov/article/?kanumber=KA-03574

Rent registration

DHCR

Rent-stabilized apartments are registered with the State every year, as they stood on April 1, by July 31.

WHO IT APPLIES TO	Buildings with rent-stabilized apartments.
WHEN	Every year, register each apartment as it stood on April 1, and file by July 31. Filings after July 31 are late.
WHO DOES IT	The owner files with New York State Homes and Community Renewal (DHCR).
WHAT HAPPENS NEXT	Give each tenant a copy of the registration for their apartment.

Source: Rent Registration, NYS Homes and Community Renewal · https://hcr.ny.gov/rent-registration

Challenging your assessment

Tax Commission

If the assessment on your Notice of Property Value looks wrong, the Tax Commission has to receive your application by March 1, or March 15 for class 1.

WHO IT APPLIES TO	Any owner who thinks the assessment on the Department of Finance’s Notice of Property Value is wrong.
WHEN	The Tax Commission must receive the application by March 1 for tax class 2, 3 and 4 properties, and by March 15 for class 1. The deadlines can’t be extended.
WHO DOES IT	The owner applies to the Tax Commission of the City of New York.

Source: Challenging Notice of Property Value, NYC Tax Commission · https://www.nyc.gov/site/taxcommission/about/challenging-notice-of-property-value.page

2027 AT A GLANCE

The citywide dates

JANUARY

1 Natural gas alarms required in apartments with gas

10 Last day of the ECB amnesty

14 Last day DOB accepts last year's periodic elevator inspections

15 Annual notice delivered: window guards and lead paint (January 1 to 15)

15 Water tank results for last year reported to the Health Department

16 Steam radiator notice delivered (January 1 to 16)

21 Last day DOB accepts last year's CAT1 elevator tests

FEBRUARY

15 Annual notices returned by tenants

21 Facade sub-cycle 10A closes; 10C opens

MARCH

1 Tax Commission: class 2, 3 and 4 applications

1 Tell the Health Department and HPD about apartments that didn't answer

15 Tax Commission: class 1 applications

APRIL

1 Rent registration date (as of April 1)

MAY

1 Benchmarking report and emissions report

21 HPD registration opens

31 Heat season ends

JUNE

No citywide date.

JULY

1 Cooling tower summer disinfection begins (to August 31)

31 Rent registration due

AUGUST

No citywide date.

SEPTEMBER

1 HPD registration due

OCTOBER

1 Heat season begins; the new energy grade is out

31 Energy grade posted near each public entrance

NOVEMBER

1 Cooling tower annual certification

DECEMBER

1 Bedbug report window opens (to December 31)

31 Boiler, elevator and parapet checks for the year

31 Energy audits: tax blocks ending in 7

31 Gas piping inspections: community districts 11, 12, 14, 15 and 17

Citywide dates only. A building's own years for gas piping, facades and energy audits are set by its community district, block and tax block.