

New York City Department of Consumer and Worker Protection

Notice of Public Hearing and Opportunity to Comment on Proposed Rules

What are we proposing? The New York City (“City”) Department of Consumer and Worker Protection (“DCWP”) is proposing to amend the penalty schedule for violations of DCWP’s home improvement contractor license laws and to clarify a home improvement contractor’s duty to retain certain documents.

When and where is the hearing? DCWP will hold a public hearing on the proposed rule. The public hearing will take place at 11:00 AM on April 22, 2026. The public hearing will be accessible by phone and videoconference.

- To participate in the public hearing via phone, please dial +1 646-893-7101
 - Phone Conference ID: 127 885 573#
- To participate in the public hearing via videoconference, please follow the online link:
 - Meeting link: <https://tinyurl.com/5n9xncff>
 - Meeting ID: 224 298 543 247 89
 - Passcode: Ad7vy2aF

How do I comment on the proposed rules? Anyone can comment on the proposed rules by:

- **Website.** You can submit comments to DCWP through the City rules website at <http://rules.cityofnewyork.us>.
- **Email.** You can email comments to Rulecomments@dcwp.nyc.gov.
- **By speaking at the hearing.** Anyone who wants to comment on the proposed rule at the public hearing must sign up to speak. You can sign up before the hearing by emailing Rulecomments@dcwp.nyc.gov. You can also sign up on the phone or videoconference before the hearing begins at 11:00 AM on April 22, 2026. You can speak for up to three minutes. Please note that the hearing is for accepting oral testimony only and is not held in a “Question and Answer” format.

Is there a deadline to submit comments? Yes. You must submit any comments to the proposed rules on or before **April 22, 2026**

Can I review the comments made on the proposed rules? You can review the comments made online on the proposed rules by going to the website at <http://rules.cityofnewyork.us/>. A few days after the hearing, all comments received by DCWP on the proposed rule will be made available to the public online at <http://www1.nyc.gov/site/dca/about/public-hearings-comments.page>.

What if I need assistance to participate in the hearing? You must tell DCWP’s External Affairs division if you need a reasonable accommodation of a disability at the hearing. You must tell us if you need a sign language interpreter. You may tell us by email at Rulecomments@dcwp.nyc.gov. Advance notice is requested to allow sufficient time to arrange the accommodation. Please tell us by April 15, 2026

What authorizes DCWP to make this rule? Sections 1043 and 2203(f) of the New York City Charter and sections 20-104 and 20-391 of the New York City Administrative Code authorize DCWP to make these proposed rules. This proposed rule was not included in DCWP’s regulatory agenda for this Fiscal Year because it was not contemplated when the Department published the agenda.

Where can I find DCWP’s rules? DCWP’s rules are in title 6 of the Rules of the City of New York.

What laws govern the rulemaking process? DCWP must meet the requirements of section 1043 of the City Charter when creating or changing rules. This notice is made according to the requirements of section 1043 of the City Charter.

Statement of Basis and Purpose of Proposed Rules

The Department of Consumer and Worker Protection (“DCWP”) is proposing to amend sections 2-223 and 6-29 of title 6 of the Rules of the City of New York (“RCNY”) to implement Local Law 181 of 2025 which adds a new disclosure requirement for home improvement contractors relating to permits.

Local Law 181 of 2025, codified in Administrative Code § 20-395.1, requires home improvement contractors to disclose in writing to owners, prior to or at the time of executing a home improvement contract, whether there are any permits foreseeably required to perform the work specified in the contract. If permits are foreseeably required, the disclosure must state:

- which permits are required;
- who is responsible for obtaining the permits;
- what actions need to be taken to obtain the permits, including the estimated fees for such permits; and
- how owners can verify the status of any permits through city databases such as the buildings information system.

This proposed rule would require that home improvement contractors maintain copies of the required permit disclosures for six years or the length of time of the contract guarantee, whichever is longer. It would also add a penalty for failure to provide the required disclosures to the home improvement business penalty schedule.

Sections 1043 and 2203(f) of the New York City Charter and sections 20-104 and 20-391 of the New York City Administrative Code authorize the Department of Consumer and Worker Protection to make these proposed rules.

New material is underlined.

[Deleted material is in brackets.]

“Shall” and “must” denote mandatory requirements and may be used interchangeably in the rules of this department, unless otherwise specified or unless the context clearly indicates otherwise.

Section 1. Subdivision b of section 2-223 of subchapter V of chapter 2 of title 6 of the Rules of the City of New York is amended as follows:

(b) Each home improvement contractor [shall] must maintain books of account, copies of all contracts with buyers, copies of all written permit disclosures required by section 20-395.1 of the Administrative Code, and other such records as shall properly and completely reflect all transactions involving the home improvement business. These records [shall] must be maintained for six years or the length of time of the contract guarantee, whichever is longer.

Section 2. The table in section 6-29 of subchapter B of chapter 6 of title 6 of the Rules of the City of New York is amended by adding the following row in the appropriate numerical order:

| Citation | Violation Description | First Violation | First Default | Second Violation | Second Default | Third and Subsequent Violation | Third and Subsequent Default |
|-------------------------------|--|------------------------|----------------------|-------------------------|-----------------------|---------------------------------------|-------------------------------------|
| <u>Admin. Code § 20-395.1</u> | <u>Failure to meet requirements related to provision of written permit disclosures</u> | <u>\$375</u> | <u>\$500</u> | <u>\$450</u> | <u>\$500</u> | <u>\$500</u> | <u>\$500</u> |

**NEW YORK CITY LAW DEPARTMENT
DIVISION OF LEGAL COUNSEL
100 CHURCH STREET
NEW YORK, NY 10007
212-356-4028**

**CERTIFICATION PURSUANT TO
CHARTER §1043(d)**

RULE TITLE: Amendment of Rules Relating to Home Improvement Contractor Disclosures

REFERENCE NUMBER: 25 RG 015

RULEMAKING AGENCY: Department of Consumer and Worker Protection

I certify that this office has reviewed the above-referenced proposed rule as required by section 1043(d) of the New York City Charter, and that the above-referenced proposed rule:

- (i) is drafted so as to accomplish the purpose of the authorizing provisions of law;
- (ii) is not in conflict with other applicable rules;
- (iii) to the extent practicable and appropriate, is narrowly drawn to achieve its stated purpose; and
- (iv) to the extent practicable and appropriate, contains a statement of basis and purpose that provides a clear explanation of the rule and the requirements imposed by the rule.

/s/ STEVEN GOULDEN
Senior Counsel

Date: March 10, 2026

**NEW YORK CITY MAYOR'S OFFICE OF OPERATIONS
253 BROADWAY, 10th FLOOR
NEW YORK, NY 10007
212-788-1400**

**CERTIFICATION / ANALYSIS
PURSUANT TO CHARTER SECTION 1043(d)**

RULE TITLE: Amendment of Rules Relating to Home Improvement Contractor Disclosures

REFERENCE NUMBER: DCWP-70

RULEMAKING AGENCY: Department of Consumer and Worker Protection

I certify that this office has analyzed the proposed rule referenced above as required by Section 1043(d) of the New York City Charter, and that the proposed rule referenced above:

- (i) Is understandable and written in plain language for the discrete regulated community or communities;
- (ii) Minimizes compliance costs for the discrete regulated community or communities consistent with achieving the stated purpose of the rule; and
- (iii) Does not provide a cure period because a cure period is not practicable under the circumstances.

/s/ Francisco X. Navarro
Mayor's Office of Operations

March 10, 2026
Date