



How to Submit a Request for Field Investigation of the NYC Sewer

Please provide:

1. **Nonrefundable** \$200.00 money order or check **per location/address/lot** made payable¹ to:

New York City Water Board

2. Location(s);
 - Address(es)
 - Block Number(s) and Lot Number(s)
3. Description of purpose for the request and contact information for appointment scheduling.
4. Investigation Report will be distributed electronically to **email addresses included in the application.**²
5. Following additional information and documents are **required** for investigation:

Type of Investigation	Tax Map	Survey	Approved Pavement Plan	Topographic Maps
Sewer Survey (General)	X	X		
Dye Test				
Catch Basin Inspection	X		X	
Water Course Survey	X	X		X

6. Different types of investigation for the same location/address/lot as well as re-inspections or extra attempts due to applicant failure or other reasons will require separate fees³.
7. Vendors performing CCTV inspection of the city sewer shall be performed in the presence of a DEP representative and adhere to NASSCO PACP standards. A physical copy of CCTV recording and report is required be provided to DEP⁴. Specify the **desired date for televising** in the format **MM/DD/YYYY**. "ASAP" denotes an undecided timeline. Authority for the ultimate arrangement lies with the NYC DEP.
8. All requests must be submitted in writing to:

Collection Systems Investigation (CSI), NYC DEP, BWSO

Attn: FIER (Field Investigations for External Requests)

59-17 Junction Blvd, 6th floor, High Rise, Flushing, NY 11373

¹ Fees cannot be waived even for the city agencies.

² No additional copies will be issued to email addresses not provided with the original request.

³ Multiple types or instances of inspections will all require \$200 each

ie. 2 dye tests and sewer survey(general) at the same location will each cost \$200 for a total of \$600

⁴ DEP report will not be distributed without the receipt of a physical copy of the CCTV recording, PACP inspection reports and summary page accompanied by a duly marked field map