



DEPARTMENT OF ENVIRONMENTAL PROTECTION (DEP)  
BUREAU OF WATER & SEWER OPERATIONS (BWSO)  
DRILLING AND EXCAVATION PRE-APPLICATION FORM

Date of Submission: \_\_\_\_\_

DES #: \_\_\_\_\_

A. Project Information

Address/ Project Location/ Distance from Street Intersections:

\_\_\_\_\_

Borough: \_\_\_\_\_ Tentative Lot(s): ☐ Yes ☐ No

Block 1: \_\_\_\_\_ Lot 1: \_\_\_\_\_ Lot 2: \_\_\_\_\_ Lot 3: \_\_\_\_\_

Block 2: \_\_\_\_\_ Lot 1: \_\_\_\_\_ Lot 2: \_\_\_\_\_ Lot 3: \_\_\_\_\_

Type of Proposed Work: ☐ Drilling ☐ Excavation ☐ Demolition

☐ Other (i.e. Hoist, Crane, Derrick): \_\_\_\_\_

*(Check all that apply. Provide detailed description under Section B of this form.)*

Project Engineer, Architect or Contractor Information:

Applicant Name: \_\_\_\_\_ Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tel #: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

Owner Information:

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tel #: (     ) \_\_\_\_\_ Email: \_\_\_\_\_

Please address Pre-Application with supporting documents listed below to [drillingdata@dep.nyc.gov](mailto:drillingdata@dep.nyc.gov).

B. Supporting Documents:

THE FOLLOWING SUPPORTING DOCUMENTS ARE REQUIRED

- ☐ 1. Transmittal letter specifying the scope of the proposed drilling and/or excavation work (e.g., geothermal well, stratigraphic well, environmental investigation, piles, etc.) including maximum depth showing drilling and excavation.
- ☐ 2. Site planning survey (performed within one year of original submission of this application), showing the owner’s property and adjacent lots. Each survey with original stamp and signature of a land surveyor licensed to practice in the State of New York.
- ☐ 3. One set of the site plan drawings signed and sealed by a Professional Engineer licensed to practice in the State of New York. The site plan drawings shall include the following:
  - a. Address, block and lot of the project location.
  - b. Plan View showing the proposed location and depth of the drilling and/or excavation within the project site including any temporary and permanent construction work.



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- c. Section views and details of the proposed drilling and/or excavation work with all pertinent horizontal and vertical clearances to the property line.
  - d. All existing easements and/or Real Estate of Utility Companies (REUC) boundary limits located within project site as per the latest NYC Tax Map.
  - e. All elevations to reference North American Vertical Datum of 1988 (NAVD 88).
- [ ] 4. If application has been made for a tentative block and/lot number, provide an approved New York City Department of Finance Application (RP-602 Form) for Apportionments or Mergers. DEP can also accept an initial filing of RP-602 Form.