

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

**Please provide:**

**1. Nonrefundable \$400.00 money order or check per location/address/lot made payable<sup>1</sup> 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.<sup>2</sup>**

**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 fees<sup>3</sup>.**

**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 DEP<sup>4</sup>. 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**

<sup>1</sup> Fees cannot be waived even for the city agencies.

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

<sup>3</sup> Multiple types or instances of inspections will all require **\$400 each**

*i.e. 2 dye tests and sewer survey(general) at the same location will each cost \$400 for a total of \$1200*

<sup>4</sup> 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