



# Green Team Fact Sheet

NYCDEP Tap, Plug, Wet Connection, Repair/Relay of Water Service Line Permit

Overview

**Permit Type:** Temporary and permanent sewer connection

**Purpose:** An applicant, individual or corporation, must submit an application for Permit to Tap, Plug, Wet Connection, Repair/Relay of Water Service Line to the NYC Department of Environmental Protection (NYCDEP) Bureau of Water and Sewer Operations (BWSO) in order to tap, plug, wet connect, repair or relay existing water service line fronting the property.

**Prerequisites:**

1. Applicant must be a Licensed Master Plumber.

**Submission Process:**

1. Obtain an application for Permit to Tap, Plug, Wet Connection, Repair/Relay of Water Service Line.
2. Submit to the appropriate BWSO borough office.

**Fee:** \$200

**Permit Timeline:** The time it takes to obtain approval on application will vary depending on whether additional information is needed. Once the application is approved, the permit can be obtained and picked up the same day.

Office Hours

**Office Hours:** The application should be submitted to the appropriate BWSO borough office in person from 9 am to 5 pm. Upon receiving an approval for the application, a licensed contractor can go in person to the appropriate Bureau of Customer Service (BCS) borough office and obtain a permit in the same day. The BCS is open from 9 am to 5 pm.

**NYCDEP BWSO Water and Sewer Permit Borough Offices - Weekdays from 9 am to 5 pm**

- Bronx: 1932 Arthur Ave, Room #607; 718-579-6966/88/69/70/18
- Brooklyn: 250 Livingston Street, 8th Floor; 718-923-2671/2675
- Manhattan: 40 Worth Street, Room #338; 212-442-1904/05/06
- Queens: 120-55 Queens Boulevard, 1st Floor; 718-286-2600
- Staten Island: 10 Richmond Terrace, Room #425; 718-816-2330/35

**NYCDEP BCS Borough Offices - Weekdays from 9 am to 5 pm**

- Bronx: 1932 Arthur Avenue, 6th Floor; 718-579-6974
- Brooklyn: 250 Livingston Street, 8th Floor; 718-923-2600
- Manhattan: 1250 Broadway, 8th Floor; 212-643-2215
- Queens: 96-05 Horace Harding Expressway, 1st Floor; 718-595-4619/5535
- Staten Island: 60 Bay Street, 6th Floor; 718-876-6835/36



**NYC** Office of  
Environmental Remediation

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Repair/Relay of Water Service Line Permit

<b>Websites</b>	<p><b>Helpful Websites:</b></p> <ul style="list-style-type: none"><li>• NYCDEP water and sewer forms: <a href="http://www.nyc.gov/html/dep/html/forms_and_permits/wsforms.shtml">http://www.nyc.gov/html/dep/html/forms_and_permits/wsforms.shtml</a></li><li>• NYCDEP Tap, Plug, Wet Connection, Repair/Relay of Water Service Line Permit: <a href="http://www.nyc.gov/html/dep/pdf/water_sewer/5.pdf">http://www.nyc.gov/html/dep/pdf/water_sewer/5.pdf</a></li></ul>	
<b>Contacts</b>	<p><b>Agency Contact:</b></p> <p>James Garin NYC Department of Environmental Protection Bureau of Water and Sewer Operations 59-17 Junction Boulevard 3<sup>rd</sup> Floor, Low-Rise Flushing, NY 11373 <a href="mailto:GarinJ@dep.nyc.gov">GarinJ@dep.nyc.gov</a> 718-595-5501</p>	<p><b>OER Green Team Coordinator:</b></p> <p>Cavy Chu, P.E. NYC Office of Environmental Remediation 100 Gold Street, 2<sup>nd</sup> Floor New York, NY 10038 <a href="mailto:CavyC@dep.nyc.gov">CavyC@dep.nyc.gov</a> 212-788-3774</p>