



THE CITY OF NEW YORK  
DEPARTMENT OF ENVIRONMENTAL PROTECTION

Rev. 6/2016

Bureau of Environmental Compliance  
59-17 Junction Boulevard, 9<sup>th</sup> Floor, Flushing, New York 11373  
Records Control (718) 595-3855

## Boiler Filing Requirements<sup>1</sup>

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- I. Boiler Registration I – 350,000 BTU/hr to less than 2.8 million BTU/hr heat input**
  - Owner, owner's representative or any licensed professional could submit an application form
  - Required Information:
    - Boiler Make/Model, Max Heat Input and Gross Output (Btu/hr), and fuel type
    - List of other boilers/heaters that are less than 350,000 Btu/hr
  - Registration will be issued for three years from date of approval
  
- II. Boiler Registration II – 2.8 million BTU/hr to less than 4.2 million BTU/hr**
  - Owner, owner's representative or any licensed professional could submit an application form
  - Required Information:
    - Boiler Make/Model, Max Heat Input and Gross Output (Btu/hr), and fuel type
    - Boiler Room Plan
    - Professional Engineer Certification is required for boiler design and Boiler Room Plan
    - Licensed Oil Burner Installer (LOBI) and/or Licensed Master Plumber (LMP) must be identified before submitting the online form.
  - Initial Registration II will be issued for six months upon approval
  - Original Inspection Request needs to be submitted by LOBI or LMP along with performance test data and combustion test printouts within six months of the issued Registration II (No Fee)
  - Final Registration II will be issued for three years from date of approval of initial Registration II
  
- III. Boiler Work Permit / Certificate of Operation – 4.2 million BTU/hr and above**
  - Only a PE is allowed to file for a Work Permit
  - Required Information:
    - Drawings/Plans (in PDF format) with a Plot Plan, Boiler room plan and Boiler plan
    - Equipment compliance certification (if applicable)
    - Draft calculations (for new boilers, new induced draft fan or new chimney)
    - Heat load calculations for a new building
    - Workman's Compensation Insurance document (if available)
  - Original Inspection request needs to be submitted by PE, LOBI /LMP along with performance test data and combustion test printouts
  - Certificate of Operation will be issued for three years from the date of the original inspection

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<sup>1</sup> Boiler applicability is based on a per unit capacity.