

The Department's Boiler Unit issues annual boiler violations to the owner of record for Failure to File an annual boiler inspection report to the Department. If your inspection report is not filed within 12 months of the date of inspection, the Failure to File penalty will be imposed instead of the late penalties. See penalty structure below:

FILING	FORM	DOB NOW: Safety	FILING DEADLINE (from date of inspection)	FEES	LATE PENALTY	FULL PENALTY
Annual Boiler Inspection Report	N/A	Initial Boiler Inspection Report (formerly BO9)	45 days	\$30.00	\$50.00 per month	\$1,000.00 per year
Affirmation of Correction of Defects	N/A	Subsequent Boiler Inspection Report (formerly BO13)	180 days	\$30.00	\$50.00 per month	\$1,000.00 per year
Extension Request (Defect Correction)	N/A	Extension Request (formerly BO13E)	180 days	\$15.00	\$50.00 per month	\$1,000.00 per year
Self Certification of Boiler Removal	OP49	N/A	30 days	\$45.00	\$50.00 per month	\$500.00 per year
Violation Waiver Application	BWP	N/A	No deadline	\$30.00	N/A	N/A

Submit forms and processing fees to:

NYC Department of Buildings
Central Filing and Billing Unit
280 Broadway, 6th Floor
New York, NY 10007

Submit late forms and penalties to:

NYC Department of Buildings
Boiler Unit
280 Broadway, 6th Floor
New York, NY 10007



nyc.gov/buildings

DEPARTMENT OF BUILDINGS GUIDE TO:

BOILERS



BOILERS

The Department of Buildings (DOB) handles boiler related issues, inquiries and emergencies for all boilers located in New York City. In accordance with RCNY 103.01/103.05 of the Rules of the City of New York, certain boilers in specific property types must be inspected and an inspection report must be filed with the Department annually. Annual inspections are performed by a Master Plumber, Oil Burner Installer or High Pressure Boiler Operating Engineer licensed by the Department or by an authorized insurance company. Building owners are responsible for hiring a qualified boiler inspector.

INSPECTIONS & MAINTENANCE

All boilers in New York City must be inspected annually with the following exceptions:

- Boilers that heat individual dwelling units in all building types
- Boilers located at one- to five-family properties
- Boilers used for domestic hot water only and rated at a heat input less than 350,000 BTUs
- Boilers only heating residential units in mixed-use buildings
- Boilers rated at a heat input less than 100,000 BTUs; and
- Boilers owned by the Port Authority, the United Nations, foreign consulates and Federal/State government agencies.

First Test Inspections

New boiler installations and boilers having undergone replacement of more than half of the boiler sections or components, including the burners, must be inspected by the Department before use. This inspection is known as the **First Test Inspection**.

Passed Inspections

Upon passing a First Test Inspection, a boiler/fuel burner job approval and signoff are given by the Department. An annual inspection report is not required to be filed during that inspection year.

Failed Inspections

If defects are found, the boiler will fail the First Test Inspection. Defects **must** be corrected and another inspection will be required before the Department can signoff the job. Boilers put into use that have not passed the First Test Inspection and received Department signoff, are considered unregistered and may be issued an [OATH/Environmental Control Board Violation](#).

High Pressure Boiler Annual Inspections

- High pressure boilers must have two inspections – an internal inspection and an external inspection. Inspectors must notify the Department at least 10 days prior to performing the internal inspection via email to h boilers@buildings.nyc.gov.
- These inspections must be conducted within the same cycle but should be performed approximately six months apart.
- Inspections can only be performed by an authorized insurance company.

Low Pressure Annual Boiler Inspections

The following **must** be inspected and filed with the Department annually:

- Low pressure boilers in residential buildings with six (6) or more dwellings
- Low pressure boilers in any residential buildings classified as Single Room Occupancy (SRO) dwellings
- Low pressure boilers in mixed-used buildings or commercial buildings
- H-stamp domestic hot water heaters with more than 350,000 BTUs in residential, mixed-used and commercial buildings.

The following do *not* require an annual inspection:

- Low-pressure boilers in residential buildings with five dwellings or less;
- H-stamp domestic hot water heaters in residential buildings with five or less dwellings;
- Individual boilers heating individual residential units (including residential portions of mixed-use buildings).
- Boilers rated at an *input* of 100,000 BTUs or less

ANNUAL BOILER INSPECTION FILING REQUIREMENTS

The annual boiler inspection cycle is January 1st through December 31st of each calendar year. Filing deadlines are as follows:

- **Annual Initial Boiler Inspection Report:** within 45 days of the date of inspection
- **Subsequent Boiler Inspection Report:** verifies the correction of defects within 180 days of the date when defects were identified

- **Extension Request** (to correct defects): within 180 days of the date when defects were identified
- **OP49 Self-Certification of Removal of Existing Boiler:** within 30 days of the date when a boiler either was removed or verified to have been removed.

All boiler inspection reports **must** be prepared by an authorized boiler inspector and submitted to the Department within the required timeframe. Reports filed after the allotted timeframe will result in a monthly late filing fee, **payable by certified check or money order ONLY**.

SERVICE UPDATE: Beginning August 14, 2017, annual boiler inspection reports for 2017 **must** be filed in DOB NOW: *Safety*. Forms BO9, BO13, BO13E and disc-filed inspection reports will no longer be accepted for inspection year 2017.

Paper and disc-filed BO9, BO13 and BO13E forms for inspection year 2016 will be accepted until December 31, 2017. Visit www.nyc.gov/dobnowinfo for further details on how to file boiler inspection reports in DOB NOW: *Safety*.

The Self Certification of Removal of Existing Boiler (OP49 form) **must** be submitted on paper to the:

New York City Department of Buildings
Central Filing and Billing Unit
280 Broadway, 6th Floor
New York, NY 10007

Visit nyc.gov/buildings to learn more about inspections, reporting requirements, maintenance, or High and Low Pressure Boilers.

VIOLATIONS & CIVIL PENALTIES

If a boiler inspection was performed and filed, the Department requires a copy of the inspection report and a copy of the cashed check (front and back) issued to the Department for that cycle year.* If an insurance company or other licensed professional filed electronically on your behalf, provide the Electronic Disc Tracking (EDT) number* for the filing.

*Applies to filings **not** submitted in DOB NOW: *Safety* beginning August 14, 2017 **ONLY**.

OATH/ECB Violations are issued for Failure to Maintain your device or for illegally installing a boiler, burner or fuel tank. Unlike DOB Violations, OATH/ECB Violations can be resolved by attending an administrative hearing before a judge. At the hearing you will have the opportunity to dispute the violation; ultimately, you must correct the violating condition and notify DOB. For more information about OATH/ECB Violations read our [Guide to Violations](#).