

§20-02 Taps to City Water Mains.

(a) *Separate supply.*

A separate corporation stop (tap) and service pipe shall be installed for each building supplied with City water, except for buildings that have service pipes supplied by internal water mains as described in § 20-03 (b).

Siamese corporation stops (taps) or service pipes on the inlet side of the main house control valve are prohibited. A service pipe connected to the City main by a T-connection, or by any means other than a corporation stop (tap) or a wet connection, shall be controlled by a gate valve placed in the service pipe, and located within two (2) feet of the point of connection to the main.

(b) *Connections to city mains.*

(1) Corporation stops (taps) and wet connections to a City Main shall be inserted or installed only by Department employees. Waivers may be granted for T-connections in extenuating circumstances (i.e. connections to two (2) inch mains and two (2) or three (3) inch connections to a four (4) inch main).

(2) A two (2) or three (3) inch connection to any main four (4) inches in diameter or less shall be made by a T-Connection with an adjacent valve.

(3) Direct corporation stop connections (taps) shall not exceed one (1) inch in diameter for mains four (4) inches or less in diameter. Each one and one-half (1½) inch corporation stop connection (tap) to such a main shall be made through a tapping saddle, as directed by the Department. The tapping saddle is to be provided and set by the Licensed Master Plumber.

(4) Direct corporation stop connections (taps) shall not exceed one and one-half (1½) inches in diameter for six (6) inch mains. Larger connections to mains of this size shall be wet connections.

(5) Direct corporation stop connections (taps) shall not exceed two (2) inches in diameter for all mains larger than six (6) inches in diameter. All connections larger than two (2) inches shall be wet connections.

(6) Tapping saddles shall be provided by the Licensed Master Plumber whenever, in the opinion of the Department, a pipe to be tapped lacks sufficient wall thickness to securely hold the corporation stop (tap).

(c) *Spacing of corporations stops (taps) and wet connections.*

(1) No corporation stop (tap) or wet connection shall be inserted on a fitting or within twenty-four (24) inches of a hub, fitting, hydrant branch, dead end, etc.

(2) The minimum spacing interval for corporation stops (taps) and wet connections shall be twelve (12) inches for both three quarter (¾) inch and one

(1) inch corporation stops (taps), and eighteen (18) inches for one and one-half (1½) and two (2) inch corporation stops (taps) and wet connections.

(3) No corporation stop (tap) or wet connection shall be installed below the horizontal diameter of the main.

(d) *Location of corporation stops (taps) and wet connections.*

Water main corporation stops (taps) or wet connections shall be installed in front of the property to be supplied with water. All old taps or wet connections shall be plugged or destroyed prior to the installation of the new tap or wet connection, unless interruption of service to building occupants dictates that installation of the new tap or wet connection be completed prior to plugging or destroying the old tap or wet connection.

(e) *Charges for corporation stops (taps) and wet connections.*

The charges for the installation of a corporation stop (tap) or a wet connection shall be as fixed by the New York City Water Board Water and Wastewater Rate Schedule.

(f) *Permits at job site.*

Permits for corporation stops (taps), wet connections and plugs shall be displayed at the work site.

(g) *Plugs.*

If an approved excavation for the removal or destruction of a single corporation stop (tap) reveals that the service pipe is supplied by two (2) or more corporation stops (taps), the Licensed Master Plumber making the excavation shall plug or destroy the additional corporation stops (taps). The Department will make its records relative to the location of any corporation stop (tap) to be plugged or destroyed available to the licensed plumber. The Licensed Master Plumber shall be solely responsible for locating the corporation stop (tap). A separate permit will be required for each corporation stop (tap) destroyed.

(h) *Destruction of wet connections, corporation stops (taps) and three-way connections.*

(1) Destruction of a wet connection shall be performed by the Licensed Master Plumber engaged by the owner or the owner's duly authorized representative. The valve shall be closed, the stuffing box gland thoroughly tightened, the valve stem cut off flush with the stuffing box gland, the service pipe disconnected, and a plug inserted in the outlet end of the valve. The plug and wet connection valve shall be anchored to the main as directed by the Department.

(2) A screw corporation stop (tap) shall be destroyed by removing a diagonal portion of the corporation stop thread. The corporation stop (tap) shall be closed, and the service pipe shall be disconnected. A driven corporation stop (tap) shall be removed and replaced with a screw plug, unless otherwise authorized by the Department.

(3) All corporation stops (taps) and wet connections which are destroyed shall have the service pipes disconnected, the curb box (if any) removed, and a portion of the service pipe at the entry to the building removed.

(4) When a corporation stop (tap) or wet connection has been shut off and the service pipe connected thereto is not to be used, the Licensed Master Plumber shall take the necessary steps to plug the corporation stop (tap), as outlined above.

(5) Three-way connections to be abandoned shall have all piping disconnected and removed from the branch hub of the three-way, and an approved plug inserted into the hub. The plug shall be anchored to the main as directed by the Department. All work shall be done by a Licensed Master Plumber, and the permittee shall pay all costs associated with shutting the main.

When a three-way hub is not available, the existing three-way outlet shall be capped and anchored to the main. All work shall be consistent with the Standard Water Main Specifications of the Department of Design and Construction (DDC).

(i) *Use of tap location electrical indicator.*

When a building is to be demolished and the Tap Location Electrical Indicator Permit has been obtained, the Department will assist a Licensed Master Plumber in locating a tap through the use of an electrical indicator. If the indicator fails to locate the tap within five (5) feet of the expected location, the Licensed Master Plumber will be relieved of the obligation to plug and destroy the tap. No refund or credit of the permit fee will be granted if the indicator fails to locate the tap.

(j) *Sizes of corporation stops (taps) and services pipes.*

The size of the corporation stop (tap) and service pipe to supply a premise shall be determined by the water demand load (gpm) of the premises, as determined by fixture units. In premises used for commercial and industrial purposes, where it is not feasible to determine the size of the tap and service pipe as indicated above, these sizes shall be determined solely by the water demand load (gpm) of the premises. (Tables for determining the appropriate sizes of taps and service pipes are found in Appendix Tables #1, #2 and #3.) The minimum tap shall be three quarter ($\frac{3}{4}$) inch, and the service pipe shall be at least one (1) inch in diameter. Unless otherwise approved by the Department, all taps shall be the same size as their corresponding service pipes and the goosenecks required by §20-03(n) shall be the same size as the service pipes.

(k) *Fire connections and supply.*

(1) *Fire connections.*

The Department of Buildings shall determine the size of all fire service pipes to be installed. The size of corporation stops (taps) or wet connections for fire service pipes shall be subject to the approval of the Department.

All fire connection sizes shall be as follows:

(i) The size of the corporation stop (tap) or wet connection for fire service pipes up to, and including, four (4) inches in diameter shall be the same size as the fire service pipe.

(ii) For fire service pipes larger than four (4) inches in diameter, the size of the wet connection shall be one size smaller than the size of the fire service pipe.

(2) *Combined service pipes/dual fire and domestic service pipes.*

A connection for domestic purposes may be made from a fire service pipe only upon approval of the Department of Buildings. For such installations, valve(s) and meter(s) must be installed as required by §20-05 of these Rules.

(3) *Prohibitions.* Fire service pipes shall not be cross-connected with any system of piping except as described in §20-02(1)(2).

(l) *Appointments for tapping, wet connections, and inspections.*

(1) The Licensed Master Plumber shall provide the Department with advance notification of the requested corporation stop (tap) or wet connection installation date.

(2) An inspection shall also be requested by the Licensed Master Plumber before backfill is placed on new or repaired service pipes.

(3) The Department shall schedule corporation stop (tap) and wet connection installations during business hours, for the next available date.

(m) *Rescheduling of corporation stop (tap), wet connection installation or service pipe inspection.*

(1) When a permittee fails to provide a safe and adequately sized excavation for installation of a corporation stop (tap) or wet connection on the date and time for which an appointment has been scheduled, the installation will not be made and the permittee will be required to schedule a new appointment.

(2) When a permittee fails to have a completed service pipe installation or plug ready for inspection on the date and time for which an inspection has been scheduled, the permittee will be required to schedule a new appointment.

(3) If a permittee must leave an excavation open for a subsequent corporation stop (tap)/wet connection installation or service pipe inspection, the excavation shall be made safe, in accordance with DOT requirements.

(n) *Size of excavation.*

Sizes of excavations for wet connections and corporation stops (taps) shall be in accordance with the requirements of Appendix Table #4. If subsurface conditions prevent a plumber from making an excavation of the dimensions indicated therein, the plumber shall immediately notify the Department. The Department has the discretion to determine whether the dimensions should be changed, and what the new dimensions for the excavation shall be. All excavations shall be made safe by sheeting and bracing, where necessary, and shall conform with all applicable laws, rules and regulations.

(o) *Driven corporation stops (taps).*

Where a drive corporation stop (tap) is uncovered, it must be maintained and protected. If a driven corporation stop (tap) is disturbed, it must be replaced with a screw corporation stop.

(p) *Service pipe leak.*

(1) Upon discovery of a leaking service pipe, the Department will shut the corporation stop (tap) or wet connection unless it determines that there is no immediate threat to life or property. When there is no immediate threat to life or property, a Three-Day Notice to Repair will be served upon the owner or occupant of the premises. If the notice is not complied with, the Department will shut the corporation stop (tap) or wet connection.

(2) When the corporation stop (tap) or wet connection is shut off by the Department, the owner/occupant must engage a Licensed Master Plumber to assume responsibility for the street excavation and make the necessary repairs. If the owner/occupant fails to engage a Licensed Master Plumber, the corporation stop (tap) or wet connection will remain closed, the excavation will be backfilled, and the street will be properly restored.

(q) *Shut-off of tap by licensed master plumber.*

A Licensed Master Plumber must secure a permit to open or shut a tap controlling a service pipe connected to a City water main for any repair, replacement or installation. If it is necessary to shut off the water main while repairing, replacing or installing a service pipe, the Licensed Master Plumber shall immediately notify the Department. The shut off shall be made only by the Department, and the permittee must pay all costs associated with shutting off the main. If a property is vacant and sealed longer than one year, the property owner must have the tap destroyed or plugged and the service line plugged. If the property owner fails to take this action, the Department may perform the work upon written notice to the property owner at the mailing address on file with the Department and assess the cost to the property owner.

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