

**Guide to the Brooklyn, N.Y.,
Bureau of Sewers records
ARC.235**

Finding aid prepared by Larry Weimer

This finding aid was produced using the Archivists' Toolkit

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Describing Archives: A Content Standard

Brooklyn Historical Society
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Summary Information

Repository	Brooklyn Historical Society
Creator	Brooklyn (New York, N.Y.). Bureau of Sewers.
Title	Brooklyn, N.Y., Bureau of Sewers records
Date [bulk]	Bulk, 1880-1960
Date [inclusive]	circa 1853-1988
Extent	53.5 Linear feet in 87 oversize manuscript boxes, 12 record cartons, and 10 flat boxes
Language	English
Language of Materials	Materials in English.
Abstract	<p>The collection consists of records of the Bureau of Sewers of the city and, after 1898, borough of Brooklyn, New York. The bulk of the collection includes documents supporting the assessments to be levied for sewer projects; the binders of this material include maps of the blocks and lots relevant to a sewer project, lists of property owners, and certifications. The bulk of these materials are from the twentieth century (circa 1900-1960), but there are also many binders from the late nineteenth century. There are a few assessment binders from prior to the 1880s, with the earliest dating from 1859. Other materials in the collection include blueprints of sewer projects and designs, field books concerning special sewer structures, notes on land valuation assessments, journals of work on particular projects, materials test results, and other matter. The bulk of this other material is from the early decades of the twentieth century, up to the</p>

1930s. The latest material in the collection are excavation notices from the late-1980s.

Preferred Citation

Identification of item, date (if known); Brooklyn, N.Y., Bureau of Sewers records, ARC.235, Box and Folder number; Brooklyn Historical Society.

Biographical/Historical note

In the mid-19th century, the City of Brooklyn made a serious effort to tackle its sewage and waste problems. As with the rest of the United States, Brooklyn (as did Manhattan) lacked underground sewage systems. With the outbreak of cholera and other infectious diseases circa 1830, combined with an ever-rising population, the City of Brooklyn established a Board of Sewer Commissioners in 1857 to deal with its formidable sewage disposal problems. Still, sewage disposal consisted mostly of drainage, and it wasn't until the last quarter of the 19th century that the construction of underground sewage systems began in Brooklyn. With the consolidation of Flatbush and the other municipalities of Kings County into the borough of Brooklyn in the late 1800s, the expansion of the sewer system continued well into the twentieth century.

Scope and Contents

The bulk of the collection includes documents supporting the assessments to be levied for sewer projects; the binders of this material include maps of the blocks and lots relevant to a sewer project, lists of property owners, and certifications. The bulk of the assessment binders are from the twentieth century (circa 1900-1960), but there are also many binders from the late nineteenth century. There are a few assessment binders from prior to the 1880s, with the earliest dating from 1859.

Other materials in the collection include blueprints of sewer projects and designs, field books concerning special sewer structures, notes on land valuation assessments, journals of work on particular projects, materials test results, and other matter. The bulk of this other material is from the early decades of the twentieth century, up to the 1930s. The latest material in the collection are excavation notices from the late-1980s.

Arrangement note

The collection is organized in the following series:

- 1 Series 1: Assessment Binders
- 2 Series 2: Division of Survey and Design Worksheets
- 3 Series 3: Contract Administration Logsheets
- 4 Series 4: Project Work Logs and Journals

- 5 Series 5: Land Valuation Assessments
- 6 Series 6: Blueprints
- 7 Series 7: Field Books - Special Sewer Structures
- 8 Series 8: Tests and Computations
- 9 Series 9: Excavation Notices
- 10 Series 10: Miscellaneous

Administrative Information

Publication Information

Brooklyn Historical Society January 2012

Conditions Governing Access

Open to researchers without restriction.

Conditions Governing Use note

There are no conditions governing use of the collection.

Immediate Source of Acquisition note

The sources of the accessions comprising the collection are not known.

Processing Information note

Several volunteers were responsible for processing the assessment binders (series 1), which comprise the bulk of the collection, between June 2011 and January 2012. Alison Bunis and Willy Gillespie did preparatory arrangement and photocopying work for the Transitional and Post-Consolidation binders. Alison also processed the Transitional Sub-series. A team of volunteers from the firm Goldman Sachs arranged much of the Post-Consolidation Sub-series and processed the bulk of the Ocean Front district binders. Goldman Sachs also supported the project with funding for supplies. Ted Rizzo processed the bulk of the assessment binders, including those in the Post-Consolidation Sub-series and the Brooklyn District Sub-series. The overall collection arrangement was managed by archivist Larry Weimer, who also described the collection and processed all material other than the Transitional, Post-Consolidation and Brooklyn District assessment binders.

The collection combines the following accessions: 1978.144, 1985.057, 1993.009, and 2011.010.

Related Materials

Related Archival Materials note

Brooklyn Historical Society holds three photograph collections from the early twentieth century that relate to the subject of this collection. Two of these are plate glass negative collections (Weindorf collection: V1974.024 and Sewer construction collection: V1988.041). The third is a computation book used as a photo album (V1986.247).

Controlled Access Headings

Corporate Name(s)

- Brooklyn (New York, N.Y.). Bureau of Sewers.

Genre(s)

- Blueprints (reprographic copies)
- Cadastral maps
- Correspondence
- Logs (records)

Geographic Name(s)

- Brooklyn (New York, N.Y.)

Subject(s)

- Real property |z New York (State) |z Kings County
- Sewer districts |z New York (State) |z Kings County
- Sewerage |z New York (State) |z Kings County |x Design and construction

- Tax assessment |z New York (State) |z Kings County

Other Finding Aids note

Certain explanatory notes at the series and sub-series levels of the collection do not display on-line in NYU's Finding Aid Portal. These notes relate to the arrangement of this complex collection and related maps in Brooklyn Historical Society's collection. To view these additional notes, the researcher is encouraged to refer to the PDF form of this finding aid, found on BHS's catablog, Emma, available from BHS's website (www.brooklynhistory.org).

Series 1: Assessment Binders

Collection Inventory

Series 1: Assessment Binders circa 1859-circa 1962, 44.8 Linear feet in 85 oversize manuscript boxes, 6 record cartons and 3 flat boxes

Arrangement note

The series is organized in five sub-series:

Pre-consolidation: Includes assessment binders from the city of Brooklyn, i.e., up to the point of consolidation with New York City in 1898.

Post-consolidation: Includes assessment binders from the borough of Brooklyn, circa 1900 to circa 1952. This sub-series comprises the bulk of the series and the collection.

Transitional: Includes assessment binders from the borough of Brooklyn, 1898 to 1906. Although these binders date from the post-consolidation period, they were organized in their own sub-series because they do not refer to a local sewer district as do those in the Post-consolidation sub-series.

Brooklyn District: Includes assessment binders from the borough of Brooklyn, circa 1943 to circa 1962. These binders were arranged in a separate sub-series because their projects were attributed to either a local sewer district named "Brooklyn" or to the borough president rather than a local district, neither case being found in earlier periods.

Queens County: Includes a small number of assessment binders concerning Queens.

Scope and Contents

This series includes the documents compiled by the Bureau of Sewers for the likely purpose of establishing the tax assessments to be levied for particular sewer projects. For each project the relevant documents were compiled in an "assessment binder." The documents include maps of the blocks and lots relevant to a sewer project, lists of the property owners by lot, name of the contractor engaged in the project, and certifications

Sub-series 1: Pre-Consolidation

about the project and the provided information. There are few technical project details in the material as the documents seem to focus on setting the assessments rather than on project construction.

The bulk of the material dates from circa 1900 to 1930 and concerns the development of the Bay Ridge, Flatbush, and "Ocean Front" (e.g., Flatlands, Gravesend) districts in the consolidated borough of Brooklyn. Nonetheless, there is substantial material pre-dating Brooklyn's 1898 consolidation with New York City. The earliest of these pre-consolidation binders date from circa 1859, with the bulk from the 1880s-1890s. There are also about 200 binders from the years around consolidation, about 200 binders from the mid-twentieth century (circa 1943-1962), and a small number of Queens County assessment binders from the early twentieth century.

**Sub-series 1: Pre-Consolidation circa 1859-circa 1897, (Bulk, 1883-1897) 7.5
Linear feet in six record cartons****Arrangement note**

The sub-series has three levels of arrangement. Beginning with the highest level:

- 1) The sub-series is arranged overall by map designation (Map B, Map C, so forth) indicated on the assessment booklet.
- 2) In addition to a map code, most books also refer to a district number and some also further refer to a sub-division number. Within a set of maps, books without a district designation appear first, followed by those with just a district designation, then followed by those with both a district and sub-division designation.
- 3) Each of the above segments is arranged in order of assessment book number.

A few assessment books either had no specified map code, or referred only to the 29th Ward. These are at the end of the sub-series.

Regarding the date ranges found in the container list, the researcher should consider all to be circa dates. There are several documents within each assessment book, often with

Sub-series 1: Pre-Consolidation

a range of dates, and the processing archivist used a single representative date for each book to establish the approximate date range.

Scope and Contents

This sub-series includes the assessment binders from the city of Brooklyn (i.e., for years prior to the 1898 consolidation with New York City).

Related Archival Materials note

BHS's map collection includes a small number related to sewers from the pre-consolidation period. An especially useful map for use in conjunction with this sub-series provides an overview of the parts of Brooklyn included in particular sewer "maps" in use at 1875. Because this sub-series is arranged by the alphabetical designation of the various sewer maps, the 1875 map of the entire system provides a key for understanding the geographic range of each part of the sub-series. The call number of the map is B A-1875.Fl.

	Dates	Box	Folder
Map B (1 book)	1870	1	1
Map C (2 books)	1859	1	2
Map D (1 book)	1871	1	3
Map E (5 books)	1859-1893	1	4-5
Map F (4 books)	1893-1897	1	6-7
Map G (1 book)	1874	1	8
Map I, District 21 (10 books)	1875-1897	1	9-11
Map I, District 21, Sub-divisions 3, 9, 10 (3 books)	1872	1	12

Sub-series 1: Pre-Consolidation

Map I, District 21, Sub-divisions 14-20 (8 books)	1878-1893	1	13-16
Map J (5 books)	1873-1882	1	17-18
Map J, District 22 (7 books)	1877-1896	1	19-20
Map J, District 22 (6 items)	1883-1894	2	1-2
Map J, District 22, Sub-divisions 8-13, 15 (8 books)	1870-1893	2	3-5
Map K, District 23 (2 books)	1873-1894	2	6
Map L, District 24 (21 books)	circa 1877- circa 1893	2	7
Map L, District 24, Sub-divisions 3, 24, 26-28, 31, 33-43 (17 books)	circa 1872- circa 1895	2	8
Map M, District 26 (1 book)	1895	3	1
Map N, District 29 (50 books)	circa 1890- circa 1896	3	2
Map N, District 29 (4 books)	1879-1893	4	1
Map N, District 29, Sub-divisions 7, 9, 12, 13, 17 (5 books)	1876-1891	4	2
Map O, District 37 (43 books)	circa 1884- circa 1895	4	3
General note			

Sub-series 2: Transitional

District 37 includes Weeksville, among other areas.

Map O, District 37 (20 books)	circa 1883- circa 1894	5	1
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General note

District 37 includes Weeksville, among other areas. See especially assessment book 340.

Map O, District 37, Sub-divisions 5, 11, 16, 18, 20, 21, 23, 24, 26-36 (20 books)	circa 1874- circa 1894	5	2
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Map Q (3 books)	1870	5	3
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Map Q, Districts, 32, 34, 36 (2 books)	1874-1895	5	4
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Map R, District 38 (2 books)	1876, 1893	5	5
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Map S, District 39 (2 books)	1893-1896	6	1
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Map S, District 39, Sub-divisions 1-7, 9-13, 15-21 (19 books)	circa 1895- circa 1897	6	2
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Map unspecified (2 books)	1859, 1872	6	3
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Ward 29, District 1 (7 books)	1896-1897	6	4
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Ward 29, District 1, Sub-divisions 5-7 (4 books)	1897	6	5
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Sub-series 2: Transitional circa 1898-circa 1906, 3.5 Linear feet in eight manuscript boxes

Sub-series 2: Transitional

Arrangement note

The sub-series is arranged in assessment binder number order, which corresponds to a roughly chronological order.

In its original state, most of the material was held in hard-cover binders by metal fasteners; in these cases, the material was removed from the binders. The cover of the original binder, which included a project description, was photocopied and included with the retained documents (generally, the retained documents also include a form of this description, but a photocopy was taken in case the cover referenced additional details). Most of the documents refer to the original assessment binder number, but when they did not, the archivist noted the binder number in [brackets] on both the photocopy of the cover and on an internal document.

Most of the original binders included the date that the material was "confirmed by the Board of Assessors." In some instances, this date was recorded on the inside of the binder cover itself. In those instances, the archivist transcribed the Board of Assessor confirmation date onto an internal document; this appears in brackets as [CBA] with the transcribed date enclosed. In only the earliest binders, another date was recorded, that of "confirmed with Tax Col[lector]'s copy." These were also transcribed by the archivist and appear as [CTC] with the transcribed date enclosed.

Generally, all binders were discarded after the documents were removed, the cover photocopied, and the CBA and CTC dates transcribed. If the inside binder covers contained any notes other than the dates, these were photocopied. (Some binders noted that the information had been included on a wall map. This note was not photocopied.) Two binders (numbers 26 and 57) were retained as representative samples of the bulk.

In some instances, documents were bound into their covers. The entire bound matter was retained in these instances. These are foldered together, roughly sequenced with the loose documents.

Regarding the date ranges found in the container list, the researcher should consider all to be circa dates. There are several documents within each binder, often with a range of dates, and the processing archivist used a single representative date for each binder to establish the approximate date range.

Sub-series 2: Transitional**Scope and Contents**

This series generally includes the assessment binders for the borough of Brooklyn from the years shortly after consolidation. They are differentiated from the bulk of post-consolidation binders (see sub-series 3) in that these do not refer to a local sewer district by name. Generally, this sub-series includes the earliest binders created after consolidation, beginning with binder 1 and extending roughly to about binder 300, though there are gaps and exceptions in the numbering sequence.

Related Archival Materials note

BHS's map collection includes a small number related to sewers. Two maps are especially useful in conjunction with this sub-series. The first, dated 1875, provides an overview of the parts of Brooklyn included in particular sewer "maps" in use at 1875. Some of the binders in this sub-series refer to these sewer maps, which are recognized by their alphabetical designation. The call number of the map is B A-1875.Fl. The second useful map shows the extent of the sewer system throughout Brooklyn as of 1902; the call number is B A-1902.Fl.

	Dates	Box	Folder
Binders 1-42	circa 1898- circa 1899	24	1-8
Binders 43-79	circa 1899- circa 1900	25	1-9
Binders 78-101	circa 1901	26	1-6
Binders 102-135	circa 1901	27	1-7

Sub-series 3: Post-Consolidation

Binders 136-168	circa 1901- circa 1902	28	1-7
Binders 164-190	circa 1902- circa 1903	29	1-6
Binders 187-341	circa 1902- circa 1906	30	1-5
Binders 221-300	circa 1903-1905	31	1-3

Sub-series 3: Post-Consolidation circa 1900-circa 1955, 30.6 Linear feet in 71 manuscript boxes and 1 flat box

Arrangement note

Although the binders were found in no organized state by the processing archivist, it appears that the original order of the post-consolidation binders was in sequential assessment book number, which was roughly chronological. These numbers ranged from 1 to circa 3200. In an effort to enhance user access to the collection, the archivist referred to a document within each binder to determine the local sewer district approving the project (e.g., Bay Ridge, Flatbush, etc.). The binders are arranged in alphabetical order by these local sewer districts. Binders referring to two districts are placed with the first district appearing alphabetically (e.g., binders referring to both Flatbush and New Lots districts follow the Flatbush only binders). Within each district, the binders are arranged by assessment binder number. (The first 200 or so post-consolidation binders had no reference to a local sewer district; these binders were organized separately by the archivist, in the **Transitional** sub-series. A few later-dated binders with no referenced district were retained in the **Post-consolidation** sub-series as "Unspecified.")

Sub-series 3: Post-Consolidation

The districts appear as follows:

Bay Ridge

Bay Ridge and Flatbush

Bay Ridge, Flatbush, and Prospect Heights

Bedford

Bedford and Williamsburg

Bushwick

Bushwick and Williamsburg

Flatbush

Flatbush and New Lots

Flatbush and Ocean Front

Flatbush and Prospect Heights

Greenpoint

Heights

New Lots

Ocean Front

Prospect Heights

Prospect

Prospect and River Front

Red Hook

River Front

Williamsburg

Unspecified District

Sub-series 3: Post-Consolidation

In its original state, most of the material was held in hard-cover binders by metal fasteners; in these cases, the material was removed from the binders. The cover of the first 1000 or so original binders included a project description; this was photocopied and included with the retained documents (generally, the retained documents also include a form of this description, but a photocopy was taken in case the cover referenced additional details). Most of the documents refer to the original assessment binder number, but when they did not, the archivist noted the binder number in [brackets] on both the photocopy of the cover and on an internal document before discarding the binder cover.

Approximately 1600 of the original binders recorded on the inside cover the date that the material was "confirmed by the Board of Assessors." In those instances, the archivist transcribed the Board of Assessor confirmation date onto an internal document; this appears in brackets as [CBA] with the transcribed date enclosed.

Generally, all binders were discarded after the documents were removed, the cover photocopied, and the CBA date transcribed. If the inside binder covers contained any notes other than the dates, these were photocopied. (Some binders noted that the information had been included on a wall map. This notation was not photocopied.)

In some instances, documents were bound into their covers. The entire bound matter was retained in these instances. These are foldered together, roughly sequenced with the loose documents. Some thick or multi-volume bound materials were boxed separately well out of sequence.

Regarding the date ranges found in the container list, the researcher should consider all to be circa dates. There are several documents within each binder, often with a range of dates, and the processing archivist used a single representative date for each binder to establish the approximate date range.

Related Archival Materials note

BHS's map collection includes a small number related to sewers. One map is particularly relevant to this sub-series as it shows the extent of the sewer system throughout Brooklyn as of 1902; the call number is B A-1902.FI. The bulk of this sub-series concerns sewer projects occurring after 1902, so the 1902 map is useful for establishing the approximate extent of the system at an early point in the chronology of the sub-series.

Sub-series 3: Post-Consolidation**Scope and Contents**

This sub-series comprises the bulk of the assessment binders. It includes sewer projects done throughout the consolidated borough of Brooklyn (i.e., Kings County) through the first half of the twentieth century. The bulk of the material concerns the local districts consolidated into Brooklyn in 1898 (e.g., Bay Ridge (New Utrecht), Flatbush, and Ocean Front (Flatlands and Gravesend)). Areas that were within pre-1898 Brooklyn are also represented in the sub-series, though not as extensively as the newer areas. The specific districts included in the sub-series are listed in the arrangement note.

	Dates	Box	Folder
Bay Ridge Binders 204 - 365	1903-1906	32	1-9
Bay Ridge Binders 366 - 479	1906-1908	33	1-7
Bay Ridge Binder 416 (3 vols)	1908	34	1
Bay Ridge Binders 483 - 530	1908	35	1-6
Bay Ridge Binders 531 - 572	1909	36	1-6
Bay Ridge Binders 569 - 650	1909	37	1-6
Bay Ridge Binders 646 - 719	1909	38	1-6
Bay Ridge Binders 480, 680, 768, 8--	1908-1910	39	1-4
Bay Ridge Binders 721 - 862	1909-1911	40	1-6
Bay Ridge Binders 870 - 1034	1911-1912	41	1-6
Bay Ridge Binders 1039 -1290	1912-1914	42	1-7
Bay Ridge Binders 1293 - 2154	1914-1926	43	1-7

Sub-series 3: Post-Consolidation

Bay Ridge Binders 2400 - 2877	1928-1947	44	1
Bay Ridge - Flatbush - Prospect Heights Binder 411 (8 vols in 2 boxes)	1907	45	1
Bay Ridge - Flatbush - Prospect Heights Binder 411 (8 vols in 2 boxes)	1907	46	1
Bay Ridge - Flatbush Binders 362 - 1019	1906-1912	44	2-7
Bedford Binders 268 - 2549	1904-1930	47	1
Bedford - Williamsburg Binders 582 - 648	1909-1910	47	2
Bushwick Binders 195 - 360	1903-1906	47	3-7
Bushwick Binders 361 - 456	1906-1908	48	1-7
Bushwick Binders 457 - 797	1908-1910	49	1-6
Bushwick Binders 801 - 1208	1910-1913	50	1-3
Bushwick Binders 649, 900, 1063	1909-1912	51	1-3
Bushwick - Williamsburg Binder 787 - 1232	1910-1914	50	4
Flatbush Binders 203 - 285	1903-1905	50	5-7
Flatbush Binders 287 - 406	1905-1908	52	1-8
Flatbush Binders 414, 481, 506	1908	51	4-6
Flatbush Binders 462 - 609	1908-1909	53	1-6
Flatbush Binders 616 - 746	1909	54	1-6

Sub-series 3: Post-Consolidation

Flatbush Binders 748 - 840	1909-1910	55	1-6
Flatbush Binders 507, 532, 573, 606, 608, 842	1908-1910	56	1-6
Flatbush Binders 846 - 922	1910-1911	57	1-6
Flatbush Binders 923 - 1025	1911-1912	58	1-6
Flatbush Binders 1027 - 1139	1912	59	1-8
Flatbush Binders 851, 1086, 1175, 1176, 1180, 1194	1911-1913	60	1-6
Flatbush Binders 1136 - 1237	1912-1913	61	1-7
Flatbush Binders 1240 - 1316	1912-1914	62	1-7
Flatbush Binders 1323 - 1438	1914-1915	63	1-8
Flatbush Binders 1222, 1288, 1349, 1456 (1 vol of 4)	1913-1915	64	1-4
Flatbush Binder 1456 (3 vols of 4)	1915	65	1
Flatbush Binders 1179, 1377 (2 vols)	1913-1914	66	1, 2
Flatbush Binders 1439 - 1560	1915-1917	67	1-8
Flatbush Binders 1561 - 1658	1917-1921	68	1-7
Flatbush Binders 1659 - 2045	1921-1925	69	1-6
Flatbush Binders 2047 - 2293	1925-1928	70	1-6
Flatbush Binders 2294 - 3544	1928-1930	71	1-8
Flatbush Binders 2545 - 2958	1930-1951	72	1-7

Sub-series 3: Post-Consolidation

Flatbush - New Lots Binders 1405, 1407, 2784	1915, 1937	72	8
Flatbush - Ocean Front Binders 2075 - 2389	1926-1928	72	9
Flatbush - Ocean Front Binders 2473 - 2878	1929-1947	73	1
Flatbush - Prospect Heights	1906-1914	73	2
Greenpoint Binders 1950 - 2669	1924-1931	73	3-5
Greenpoint Binder 2024	1926	74	1
Heights Binders 252 - 1668	1904-1922	73	6, 7
New Lots Binders 676 - 1008	1909-1911	75	1-6
New Lots Binders 1071, 1252 (2 vols)	1912-1914	74	2, 3
New Lots Binders 1045 - 1410	1912-1915	76	1-8
New Lots Binders 1411 - 2168	1915-1927	77	1-6
New Lots Binders 2172 - 2715	1927-1932	78	1-4
Ocean Front Binders 1926 - 2005	1924-1925	79	1-8
Ocean Front Binders 2006 - 2077	1925-1926	80	1-7
Ocean Front Binders 2078 - 2147	1926	81	1-7
Ocean Front Binders 2149 - 2217	1926-1927	82	1-8
Ocean Front Binders 2218 - 2326	1927-1928	83	1-9
Ocean Front Binders 2328 - 2411	1928-1929	84	1-9

Sub-series 3: Post-Consolidation

Ocean Front Binders 2406 (4 folders), 2413 - 2444	1929	85	1-8
Ocean Front Binders 2446 - 2520	1929	86	1-8
Ocean Front Binders 2522 - 2607	1929-1931	87	1-8
Ocean Front Binders 2609 - 2680	1931-1932	88	1-9
Ocean Front Binders 2682 - 2735	1932-1935	89	1-8
Ocean Front Binders 2745, 2759	1935	90	1, 2
Ocean Front Binder 2785 (1 vol of incomplete set)	1937	91	1
Ocean Front Binder 2786 (5 vols in 2 boxes)	1937	92	1
Ocean Front Binder 2786 (5 vols in 2 boxes)	1937	93	1
Ocean Front Binders 2742 - 2787	1935-1938	94	1-7
Ocean Front Binders 2788 - 2841	1938-1942	95	1-7
Ocean Front Binders 2842 - 2890	1942-1948	96	1-6
Ocean Front Binders 2891 - 2935	1948-1950	97	1-5
Ocean Front Binders 2936 - 2967, 2977	1950-1952	98	1-6
General note			
Binder 2977 includes a map of the Coney Island area.			
Ocean Front Binders 2968 - 3063	1951-1955	99	1-3
Ocean Front - Brooklyn Binders 3021 - 3057	1954-1955	99	4

Sub-series 4: Brooklyn District**General note**

The "Brooklyn District" documents in this folder relate to those in Sub-series 4.

Prospect Heights Binders 227 - 584	1903-1908	99	5, 6
Prospect Heights Binders 600 - 1564	1909-1918	100	1-4
Prospect Binders 1972 - 2756	1924-1925	100	5, 6
Prospect - River Front Binder 2319	1953	100	7
Red Hook Binders 224 - 707	1903-1909	101	1-3
River Front Binder 2990	1953	101	4
Williamsburg Binders 298 - 482	1905-1908	101	5-7
Williamsburg Binder 7--	1910	90	3
Williamsburg Binders 562 - 1503	1909-1916	102	1-6
Williamsburg Binders 1578 - 2011	1918-1925	103	1
Unspecified District Binders 677 - 2853	1909-1944	103	2-5

Sub-series 4: Brooklyn District circa 1943-circa 1962, 2.5 Linear feet in six manuscript boxes

Scope and Contents

In the 1940s, a new local district appears in the collection, referred to as the "Brooklyn District" or as simply "Brooklyn." At some point in time, all assessment binders begin to refer only to Brooklyn and not to the other district names found in the Post-Consolidation

Sub-series 5: Queens County

Sub-series. These mid-twentieth century binders referring only to Brooklyn comprise this Sub-series.

Arrangement note

The sub-series is arranged in assessment binder number order. One folder in the Post-Consolidation Sub-series includes some documents relevant to Brooklyn District (see folder titled "Ocean Front - Brooklyn Binders 3021 - 3057" in Box 99).

Regarding the date ranges found in the container list, the researcher should consider all to be circa dates. There are several documents within each binder, often with a range of dates, and the processing archivist used a single representative date for each binder to establish the approximate date range.

	Dates	Box	Folder
Binders 2843 - 2909	1943-1948	104	1
Binder Number Unknown (Contract number 3614)	1949	104	2-4
Binder 2929 (2 folders of 3)	1950	104	5, 6
Binder 2929 (1 folder of 3)	1950	105	1
Binders 2931 - 3019	1950-1954	105	2-6
Binders 3009 - 3070	1953-1956	106	1-7
Binders 3071 - 3120	1956-1959	107	1-5
Binders 3121 - 3172	1959-1961	108	1-6
Binders 3173 - 3206	1961-1962	109	1-6

Sub-series 5: Queens County 1912-1927, 0.7 Linear feet in two flat boxes

Series 2: Division of Survey and Design Worksheets

Arrangement note

The series is arranged in chronological order.

Scope and Contents

This sub-series includes a small number of assessment binders related to projects in Queens County, including Newtown.

	Dates	Box	Item
Assessment binders	1912-1922	16	1-10
Assessment binders	1923-1927	17	1-10

Series 2: Division of Survey and Design Worksheets circa 1936-circa 1959, 1.5 Linear feet in five flat boxes

Scope and Contents

The series includes worksheets that appear to be block and lot lists preliminary to those used in the assessment binders (series 1, sub-series 3). The worksheets refer to contract number, not assessment binder number. They appear to relate principally to contracts numbered in the 3400-3900 range only. Some of the worksheets concern private sewer contracts. Most of the worksheets have limited information.

Arrangement note

The worksheets were found in a largely disorganized state, though most pages of multi-page worksheets seem to have stayed together. Some effort was made during processing to bring related pages together, but there can be no assurance that this was accomplished.

Dates Box Folder

Series 3: Contract Administration Logsheets

Worksheets	circa 1936- circa 1959	19	-
Worksheets	circa 1936- circa 1959	20	-
Worksheets	circa 1936- circa 1959	21	-
Worksheets	circa 1936- circa 1959	22	-
Worksheets	circa 1936- circa 1959	23	-

Series 3: Contract Administration Logsheets circa 1920-1960, 1.5 Linear feet in one record carton, one manuscript box, and one flat box

Arrangement note

The series is arranged in chronological order and by the form and subject matter of the document.

Scope and Contents

The series includes several volumes of logsheets in a standard, pre-preprinted form used for recording key dates in the administration of a project (e.g., district resolution passed,

Series 3: Contract Administration Logsheets

approvals received, prints made, property owner lists prepared, etc.). The assessment binder number (see series 1, sub-series 3) to which the contract relates is also recorded. Summary logs are included in the material. One of the volumes relates to private sewer work. There are sizable gaps in the earliest records in the series, and it appears that the earliest forms relate to contract number circa 2100. The series runs through contract 3969. The related assessment binders appear to run circa 1603 to 3157, but there is not a direct correlation in sequence between the contract numbers and the assessment binder numbers.

The series also includes a "scrapbook" of clippings of published requests for project bids, with annotations, 1923-1932, a log recording the removal and return of project records from the files, 1929-1946, a list of quarterly reports (1933-1940), and lists related to contracts for the Sheepshead Bay area.

	Dates	Box	Item
Contracts circa 2076-2708 (assessments circa 1603-2087)	circa 1920-1925	7	1
Contracts circa 2709-3064 (assessments circa 2068-2411)	1926-1929	7	2
Contracts circa 3065-3300 (assessments circa 2421-2617)	1929-1931	7	3
Contracts circa 3301-3651 (assessments circa 2823-2929)	1931-1950	7	4
Contracts circa 3651-3773 (assessments circa 2908-3008)	1948-1953	7	5
Contracts circa 3774-3969 (assessments circa 3124-3157)	1959-1960	7	6
Private Sewer Contracts 541-785	1936-1960	7	7
Document Use Log	1929-1946	8	1
Project Bid Requests	1923-1932	8	2

Series 4: Project Work Logs and Journals

Quarterly Reports; Sheepshead Bay Area Sewer Contract Lists	circa 1933- circa 1940	18	1
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General note

The documents in this folder are brittle and crumbling apart. They should be used only with archival supervision.

Series 4: Project Work Logs and Journals circa 1909-circa 1940, 1.25 Linear feet in one record carton and one flat box

Arrangement note

The series is arranged in chronological order and by subject of the documents.

Scope and Contents

This series includes various types of logs and journals concerning the work performed on projects and the work roles of project participants. The principal documents in the series include: a 4 volume "diary" of daily work performed on contract 1924 in 1915-16 (Tompkins Ave from Greene Ave to Fulton St, etc.) performed by the Litchfield Construction Company, and a 2 volume "Force Acct Book" concerning contract 882 (1909-12) performed by the J.J. Creem(?) Company at East 95th St., between East New York Ave. and Hegaman Ave, etc. The series also includes a notebook referring to various projects (circa 1916-1920s), and logs of work assignments (circa 1930s-1940).

	Dates	Box	Item
Work Logs and Journals	circa 1909- circa 1940	11	1-8

Series 5: Land Valuation Assessments

Work Logs and Journals	circa 1909- circa 1940	12	1-3
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Series 5: Land Valuation Assessments 1932-1938, 1951, 0.5 Linear feet in six folders in one record carton	Box 9	Folder 6 folders
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Scope and Contents

The series includes correspondence, maps, blueprints, computations, and other documents related to the design engineer's determination of the assessed valuation of land within a project area.

Arrangement note

The series is arranged in order of a code found on the correspondence, which runs in roughly chronological order. Codes found in the series range from 8601 to 8759.

	Dates	Box	Folder
Assessments	1932-1938, 1951	9	6 folders

Series 6: Blueprints circa 1897-circa 1935, (Bulk, 1914-1927) 2.0 Linear feet in two record cartons

Arrangement note

Series 7: Field Books - Special Sewer Structures

The series was minimally processed and there is no order to the material.

Scope and Contents

The series includes blueprints for tunnels, regulators, sewer and manhole placement on streets and at railroad crossings, technical details of sewers, and other related matter. Much of the material is labeled as being either a superseded plan or as a plan having no special structure. Some specific structures included are plans for a "biological plant" in the 26th Ward and a 1907 tunnel for improving the sanitary conditions of the Gowanus Canal.

The plans are printed on cloth, folded, with pencilled descriptions on the backing.

	Dates	Box	Folder
Blueprints	circa 1897- circa 1935	13	-
Blueprints	circa 1897- circa 1935	14	-

Series 7: Field Books - Special Sewer Structures circa 1929, 0.5 Linear feet in one manuscript box

Arrangement note

The series is ordered according to the numbers on the booklets (1-30, except for 27, which is missing), preceded by two unnumbered booklets (an index and a table of inspections).

Scope and Contents

Series 8: Tests and Computations

The series includes a set of booklets with field notes and drawings concerning special sewer structures.

	Dates	Box	Item
Field Books	circa 1929	15	31 booklets

Series 8: Tests and Computations 1906-1910, circa 1930s, 1.0 Linear feet in one record carton

Arrangement note

The series is arranged chronologically and by subject of document.

Scope and Contents

The series includes several bound volumes of results of tests of construction materials and of construction-related computations, circa 1906-1910. One folder, possibly circa 1930s, includes various lists of information, including locations of overflow manholes, drop manholes, and "unusual and extraordinary types of sewer construction," and other items.

	Dates	Box	Item
Tests and Computations	1906-1910, circa 1930s	10	1-9

Series 9: Excavation Notices 1986-1988, (Bulk, 1988) 0.4 Linear feet in six folders in one record carton

Series 10: Miscellaneous

Arrangement note

The series is in chronological order by year. Within years, there is no order.

Scope and Contents

This series includes "Notices of Excavation and/or Demolition" filed under Rule 53 of the Industrial Code. The bulk of the series includes forms from 1988, with some from 1987 and a very few items from 1986. The notices follow a standard form and include information about the excavator and the location (e.g., address) and brief description of the work to be done.

	Dates	Box	Folder
Notices	1986-1988	9	6 folders

Series 10: Miscellaneous 1853-circa 1954, 0.1 Linear feet in four folders in one record carton

Arrangement note

The series includes various items that did not fit within the scope of the other series. There is no order to their presentation.

Scope and Contents

This series includes a variety of a small number of documents that did not fit well within the other series of the collection. The series includes two contracts from the 1850s for sewerage work (one in Navy St. from DeKalb to Flatbush Ave. and the other concerning sewers in District 6 commencing at North Second St.), a draft contract, 1902 correspondence concerning a troublesome employee, addenda to specifications for a pumping station at Avenue V, and an advertising piece for Andrews Pressure Water Supply. A large number of blank forms were found with the original collection. The bulk

Series 10: Miscellaneous

of these were discarded, but a sample was retained in this series (blanks of the oversize forms used by the Division of Survey and Design as worksheets are found in that series).

	Dates	Box	Folder
Miscellaneous	1853- circa 1954	9	4 folders