PUBLIC DESIGN COMMISSION
OF THE CITY OF NEW YORK

APPLICATION FORM

	CERTIFICATE **FILE** **EXHIBIT**

Please do not write above this line.

THE DESIGN COMMISSION reviews permanent (defined as one year or more) structures, both public and private, as well as works of art that are proposed on or over City-owned property, including property that is leased by the City to another entity. All projects must be listed on the transmittal of the appropriate agency(ies), and all submission materials must be submitted on the deadline and include a Landmarks Preservation Commission advisory report, if applicable. Incomplete and/or late submissions will not be calendared. Each design proposal—whether art, architecture and bridges, landscape architecture or streetscape design—has general and specific submission requirements. Additional information may be requested. Submission Guidelines and a Calendar of Meetings, including Submission Deadlines, are available at **www.nyc.gov/designcommission**.

CHECK THE CATEGORY THAT BEST DESCRIBES YOUR PROJECT:

- ☐ **Work of art: Percent for Art**
- ☐ **Work of art: Gift**
- ☐ **Work of art: Relocation and/or Conservation**
- ☐ **Architecture and Bridges**
- ☐ **Landscape Architecture**
- ☐ **Streetscape: Distinctive Sidewalk and/or Light Fixtures**
- ☐ **Streetscape: Newsstand**
- ☐ **Streetscape: Other**
- ☐ **Signage**

PROJECT TITLE, INCLUDING LOCATION/FULL STREET ADDRESS:

Please attach a brief statement that describes the project scope (see Submission Guidelines).

CITY COUNCIL DISTRICT #: _____ **COMMUNITY BOARD DISTRICT(S) #:** _____

Date(s) of Community Board review(s): _____

Please attach the Community Board(s) resolution(s).

ESTIMATED PROJECT COST: _____

CHECK THE DESIGN COMMISSION ACTION REQUESTED:

- ☐ **Courtesy Review**
- ☐ **Advisory Review**
- ☐ **Conceptual Review**
- ☐ **Preliminary Review**
- ☐ **Final Review**
- ☐ **Preliminary and Final Review**

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PERCENT FOR ART: Please note that for all architecture and bridges, landscape architecture and streetscape projects, the Percent for Art component should be submitted for conceptual review when the project is submitted for preliminary review.

If there is <u>not</u> a Percent for Art component, please provide an explanation below.

TREES: Total number of new trees: _____ Total number of tree removals: _____
Please attach documentation of Division of Forestry, Horticulture and Natural Resources Group approval, if applicable.

For Distinctive Sidewalk applications, please attach a copy of the Builder's Paving Permit receipt from the Department of Transportation or Department of Buildings.

ARCHITECT, LANDSCAPE ARCHITECT, ARTIST, ENGINEER, DESIGNER OR CONSERVATOR:

Name
Firm
Address
City, State, Zip Code
Telephone, Fax, Email

OWNER OF PRIVATE STRUCTURE OR DESIGNATED REPRESENTATIVE, IF APPLICABLE:

Signature	**Date**
Name	
Address	
City, State, Zip Code	
Telephone, Fax, Email	

COMMISSIONER OR DESIGNATED REPRESENTATIVE OF CITY AGENCY WITH JURISDICTION OVER PROPERTY:

Signature	**Date**
Name	
Title	
Agency	

If two or more agencies have jurisdiction, please attach additional signatures with the signatory's name, title and agency affiliation, as needed.