



OFFICE OF ENVIRONMENTAL REVIEW
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**CITY
 ENVIRONMENTAL
 QUALITY
 REVIEW**

BSA Cal. No.

CEQR No.

**CEQR CHECKLIST (REVISED OCTOBER 2002) FOR BSA VARIANCE AND
 SPECIAL PERMIT APPLICATIONS
 ON THE BZ CALENDAR**

Please indicate whether your application to the Board of Standards and Appeals involves a variance or special permit for any of the following types of actions which do not require an environmental review. Place an X in the box to the right of the category or categories that apply to your application. If you cannot find an appropriate item on the list, your project or action is most likely unlisted and requires the submission of a CEQR Environmental Assessment Statement (EAS). All projects indicated as Type I will also require an EAS. If you require assistance in completing this form or require an EAS, please call the Applications Desk at (212) 513-4670 at the Board of Standards and Appeals.

INSTRUCTIONS: Simultaneously with filing a BZ Application, applicants must file all CEQR materials with the Board of Standards and Appeals including the following:

If your application is unlisted or Type I, eight (8) completed EASs and three (3) copies of the required BZ attachments, (two original sets and one photocopied set of photographs) with check or money order in the amount of the CEQR Filing Fee must be submitted;

If you believe that your application is Type II, two (2) copies of this checklist, and two (2) sets of the Department of Building's objections, the BZ Application, Statement of Facts, Statement of Findings, Plans and Photographs must be submitted with the CEQR Checklist, in addition to any other supporting evidence the applicant deems important. You must also include one original set and one photocopy of un-mounted 8" by 10" glossy photographs. This checklist and other documents submitted will be subject to review by the BSA for verification.

PREMISES AFFECTED BY YOUR APPLICATION

Street Address _____ Borough _____

Tax Block No. _____ Tax Lot No(s). _____

Zoning Lot No. _____ Zoning District(s) _____

Describe the nature of the structure (s) and use (s) proposed in your application. Also list the Department of Building's objections which relate to your proposed action.

GENERAL

1.	Any project or action which exceeds 25 percent of any threshold described in items 6-11 and 16 occurring wholly or partially within or substantially contiguous to any publicly-owned or operated parkland, recreation area or designated open space.		Type I: EAS required
2.	Any unlisted action (unless the action is designed for the preservation of the facility or site) occurring wholly or partially within or substantially contiguous to any historic building, structure, facility, site or district or prehistoric site or that has been proposed by the New York State Board on Historic Preservation for a recommendation to the State Historic Preservation Officer for nomination for inclusion in the National Register, or that is listed on the State Register of Historic Places (The National Register of Historic Places is established by 36 Code of Federal Regulation (CFR) Parts 60 and 63, 1994 (see section 617.17 of this Part).		Type I: EAS required
3.	Any Unlisted action that exceeds a Type I threshold established by an involved agency pursuant to section 617.14 of this Part.		Type I: EAS required
4.	Any structure exceeding 100 feet above original ground level in a locality without any zoning regulation pertaining to height.		Type I : EAS required
5.	Maintenance or repair involving no substantial changes in an existing structure or facility.		Type II: No EAS required
6.	Interpretations of an existing code, rule or regulation.		Type II: No EAS required
7.	Minor temporary uses of land having negligible or no permanent effect on the environment.		Type II: No EAS required
8.	Mapping of existing roads, streets, highways, natural resources, land uses and ownership patterns.		Type II: No EAS required

NEW CONSTRUCTION

9.	Any new office structure which has a minimum of 200,000 square feet of floor area and exceeds permitted floor area under existing zoning by more than 20 percent.		Type I: EAS required
10.	Activities, other than residential construction, which meet or exceed any of the following thresholds:		
	(a) Parking for 1,000 or more vehicles.		Type I: EAS required
	(b) A facility with more than 240,000 square feet of gross floor area.		Type I: EAS required
11.	Any new community or public facility containing at least 100,000 square feet of floor area, or the expansion of an existing facility by more than 50 percent of floor area where the total size of the expanded facility exceeds 100,000 square feet of floor area.		Type I: EAS required
12.	Granting of individual setback and lot line variances.		Type II: No EAS required
13.	Granting of an area variance(s) for a single-family, two-family or a three-family residence.		Type II: No EAS required

14.	Construction or expansion of a single-family, a two-family or a three-family residence on an approved lot including provision of necessary utility connections as provided in paragraph (11) and the installation, maintenance and/or upgrade of a drinking water well and a septic system		Type II: No EAS required
15.	Construction, expansion or placement of minor accessory/appurtenant residential structures, including garages, carports, patios, decks, swimming pools, tennis courts, satellite dishes, fences, barns, storage sheds or other buildings not changing land use or density.		Type II: No EAS required
16.	Construction or expansion of a primary or accessory/appurtenant, non-residential structure or facility involving less than 4,000 square feet of gross floor area and not involving a change in zoning or a use variance and consistent with local land use controls, but not radio communication or microwave transmission facilities.		Type II: No EAS required

EXPANSION, MAINTENANCE, ACCESSORY STRUCTURES

17.	Expansion of an existing office facility by more than 50 percent of its floor area, where the total size of the expanded facility exceeds 240,000 square feet of floor area.		Type I: EAS required
18.	Expansion of an existing non-residential facility which exceeds the following thresholds:		
	(a) Parking for 500 or more vehicles.		Type I: EAS required
	(b) A facility with more than 120,000 square feet of gross floor area.		Type I: EAS required
19.	Replacement, rehabilitation or construction of a structure or facility, in kind, on the same site, including upgrading buildings to meet building and fire codes unless such a facility meets or exceeds any of the thresholds in section 617.4 of this Part.		Type II: No EAS required
20.	Maintenance of existing landscaping or natural growth.		Type II: No EAS required
21.	License, lease and permit renewals, or transfers of ownership thereof, where there will be no material change in permit conditions or the scope of permitted activities.		Type II: No EAS required
22.	Routine activities of educational institutions, including expansion of existing facilities by less than 10,000 square feet of gross floor area and school closings, but not changes in use related to such closings.		Type II: No EAS required

AFFIRMATION: I state that I am duly authorized by the fee owner/conditional owner of the said subject premises to make this application to the Board of Standards and Appeals. I have read this application thoroughly. I understand its contents and affirm to the best of my knowledge that the representations made above are true.

SIGNATURE

Affix seal, if Registered Architect or Professional Engineer.

NOTE: This CEQR checklist is not exclusive and lists the Type II actions typically filed at the Board of Standards and Appeals. For further reference, see New York State's Environmental Quality Review Act (SEQRA), Article 8 of the New York State Environmental Conservation Law, New York State Department of Environmental Conservation's SEQRA Regulations at 6 N.Y.C.R.R. ' 617, including 6 N.Y.C.R.R. ' 617.5 (Type II actions); 6 N.Y.C.R.R. ' 617.4 (Type I actions); Official Compilation of the Rules of the City of New York, Title 62, Chapter 5, Appendix A, ' 6.04 (exempt actions) and ' 6-15(a)(1), (2) (additional New York City Type I thresholds from Executive Order No. 91 of 1977 as amended); Rules of Procedure for City Environmental Quality Review (CEQR), DCP #91-15, September 1991.