



CITY OF NEW YORK
BOARD OF STANDARDS AND APPEALS
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INSTRUCTIONS FOR CEQR APPLICATIONS

Required Information

Upon making an application that requires an environmental review, applicants shall submit a completed EAS form and a detailed technical analysis, which includes the following:

- A description of the future no-build and future build scenarios (or proposed project), including the build year;
- A detailed narrative explaining the effects (if any) of the proposed project for the environmental impact categories listed in item 23 of the EAS;
- Any other necessary analysis or information that may screen any impact category.

The EAS should also include a 400-foot radius diagram and a zoning map.

For any application for a site within a manufacturing zoning district and/or that has been identified as a site with potential contamination, applicants shall submit at the time of filing a Phase I Environmental Site Assessment Report and a Phase II Workplan and Health and Safety Plan.

Format

File two (2) copies and one (1) electronic copy (CD) of the EAS and all attachments and any other material (e.g., Phase I) in Adobe Acrobat PDF format. If any subsequent changes are made to the EAS after the initial filing, two (2) copies and one (1) electronic copy (CD) of the EAS and all attachments must be submitted. All copies of the EAS, including the electronic copy, must include a signature.

Office of Environmental Coordination: The Board forwards an electronic copy of the EAS and attachments, along with all application materials, to the Mayor's Office of Environmental Coordination for all applications for which the Board is lead agency.

Department of Environmental Protection (DEP): The Board sends the following applications to DEP for review of potential hazardous materials, air quality and noise concerns:

- New residential and/or community facility construction or conversions on sites within manufacturing districts, or on sites that have or formerly had facilities containing underground or above-ground petroleum storage tanks;
- New construction of any kind on sites with identified or potential contamination;
- Actions that would result in sensitive uses (such as residences, schools, and hospitals) within 400 feet of manufacturing or processing facilities or within 1,000 feet of a large emission source, such as waste incinerators or power generating plants.

- Actions that would generate any mobile or stationary sources of noise or be located in an area with high ambient noise levels, such as highly trafficked thoroughfares or unenclosed manufacturing activities.
- Other proposals determined by the Board to require DEP review

Questions about these procedures may be directed to the Board's Executive Director at 212-788-8805.

January 6, 2010