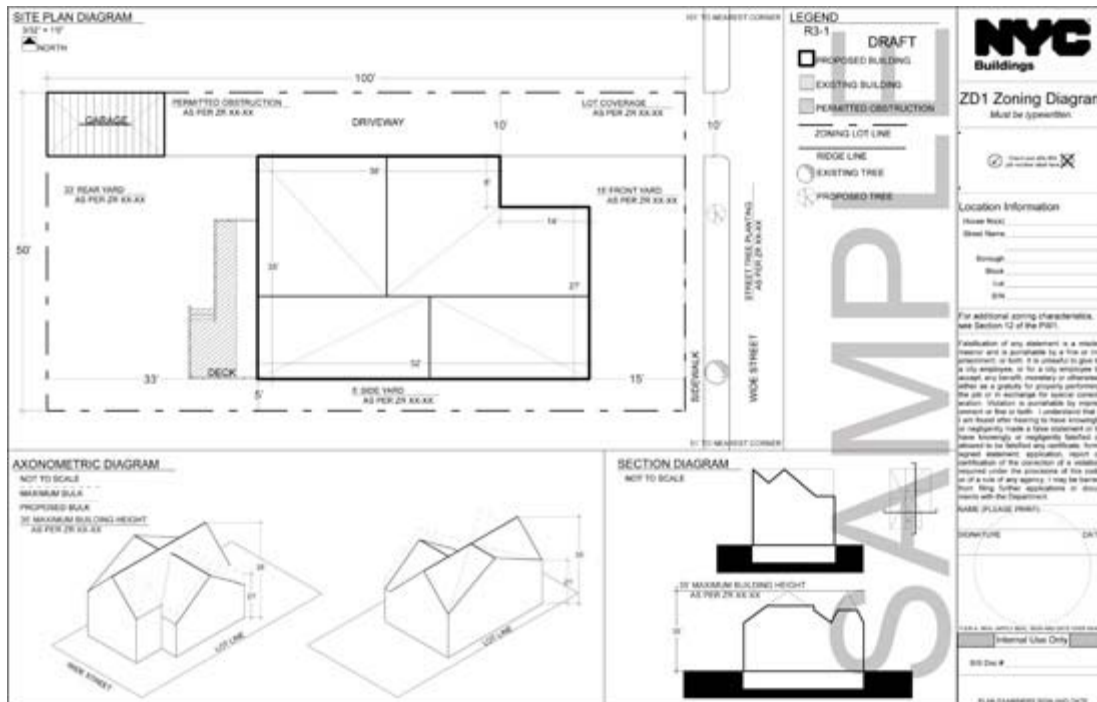


New Zoning Compliance Requirements

Information You Need to Know!

New Zoning Diagrams and Development Challenge Process

To advance transparency, increase compliance with zoning regulations and formalize the process to challenge zoning approvals, on February 2, 2009, Mayor Bloomberg and Commissioner LiMandri announced that the Buildings Department will be requiring a new [Zoning Diagram](#) (ZD1) with certain applications. The ZD1 graphically summarizes the proposed zoning bulk, yards, and street plantings of the project with diagrams, including [site plans](#) and [3D Axonometric](#) projections describing vertical dimensions.



The New [ZD1 Form](#) Must Be:

- Submitted prior to approval for New Building and Alteration Enlargement applications;
- Submitted with any subsequent applications or PAAs if the zoning diagram is altered from the initial application.

Note: The ZD1 will not be required for applications whose initial document was filed and reached the "Application Processed" status prior to March 9, 2009.

Zoning Resolution and Construction Codes Interpretations

To request decisions (known as determinations) from the Department on interpretations of the Zoning Resolution and Construction Codes, applicants must use the [Zoning Resolution Determination](#) (ZRD1) and [Construction Code Determination](#) (CCD1) forms.

These new forms must be signed and sealed by a professional and submitted to the Department to request appointments to review determination requests.

The New ZRD1 and CCD1 Forms:

- **Replace the terms "pre-consideration" and "re-consideration" with the term "determination."**
- Replace the following forms, which will be eliminated:
 - BC1
 - ADM-62
 - OP-101
 - OP-102
 - OP-103
 - OP-104
 - OP-105
- Replace the following forms for determination appointment requests, though applicants may continue to use them for other types of requests:
 - PER-6
 - PER-7
 - PER-8
 - PER-9
 - PER-10

Determinations & Approvals

- The Department will honor determinations that were issued on the BC1 forms prior to the launch of this program.
- Determination requests must be limited to one per form and must cite all related Zoning Resolution or Code sections.
- To facilitate scanning, any attachments (drawings or other documents) must be formatted on 11" x 17" paper or smaller.
- Upon Department approval of the application, the ZD1 and any applicable ZRD1 forms will be scanned and made available online to provide the public with additional information on the project's approved zoning attributes.

Public Challenges to Approvals

The Department is instituting a new 30-day public challenge period that will give the public a greater voice in the development process and provide clarity for developers about how and when a project can move forward. This new process has a formal time frame and will prevent confusion and unnecessary or unintended costs for development in New York City.

Below is a time line of the new formal public challenge process:

- **Initial Public Challenge Period:** Once a job is approved, the public will have 30 calendar days to review and challenge the Department's approval of the job. To challenge an approval, individuals must submit the [Zoning Challenge and Appeal form](#) or [Construction Challenge and Appeal form](#).

- **Initial Challenge Review:** After the initial public challenge period ends, the DOB Borough Commissioner will address every challenge by conducting a full review of the construction plans and rendering decisions that will be posted online. If a challenge is determined to be valid, appropriate enforcement action will be taken, including issuing Stop Work Orders, revoking of permits, and requiring redesigns of the proposed construction.
- **Community Appeals Period:** If the challenge is denied, the public will be given an additional 15 calendar days to appeal to the First Deputy Commissioner. To do so, individuals must submit the [Zoning Challenge and Appeal form](#) or [Construction Challenge and Appeal form](#).
- **Final Challenge Review:** Once the First Deputy Commissioner issues a determination, the decision may be appealed to the Board of Standards and Appeals for a final determination.

Please view the Mayor's Office [press release](#), visit the Buildings Department [website](#), read [Buildings News](#) or contact your [Borough Manager](#) for more information on the new Zoning Diagram.