



THE CITY OF NEW YORK
MANHATTAN COMMUNITY BOARD 3

59 East 4th Street - New York, NY 10003

Phone (212) 533-5300

www.cb3manhattan.org - info@cb3manhattan.org

Alysha Lewis-Coleman, Board Chair

Susan Stetzer, District Manager

Dear Sir or Madam:

An action with which you have an interest is scheduled to be heard at Community Board #3's upcoming Housing Committee meeting:

[Meeting Date Field] (6:30pm)
Project Renewal - Kenton Hall
333 Bowery

Enclosed is a copy of the meeting agenda.

You must complete the enclosed questionnaire IN FULL and return it to our office ONE WEEK BEFORE THE MEETING, before we will consider your application.

To the extent applicable to your particular request, please also bring the following materials to the above-mentioned meeting.

1. A set of proposed plans for the property
2. A breakdown of the sizes of the residential units proposed (# of units by bedroom size) and the proposed rents
3. A budget for the development of the property showing sources and uses of funds
4. Proof that you have notified the immediate community of your intent to develop, rehab or otherwise change the property's use. This is separate from the BSA requirements
5. Letters of support from any current residents of the property, from surrounding residents or from organizations in the community (i.e. churches, block associations, civic groups, etc)
6. Photographs of the property
7. One copy of the BSA application (where applicable)
8. Ten copies of the attached questionnaire

You or an authorized representative must attend the meeting. Failure to appear or to bring the requested information will result in the Housing Committee voting to deny support for your request due to non-compliance with Board regulations.

If you have any questions do not hesitate to contact us. Thank you for your cooperation.

Sincerely,

Housing Committee CB#3



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**HOUSING, LAND DISPOSITION, ZONING &
NYC HOUSING AUTHORITY COMMITTEE QUESTIONNAIRE**

Name of Agency/Applicant _____

Contact Person _____

Telephone # _____

Fax # _____

E-Mail Address# _____

Address of site _____

This Application is for a: BSA _____ ULURP _____ Site Control _____

Other _____ (explain) _____

What is the above-mentioned Agency/Applicant relationship to the site in question (please check all that apply)?

Owner _____ Non-Profit Sponsor _____

Developer _____ Other _____

Attorney _____

What is the main purpose of agency/organization and how long have you been existence? _____

Please give overview of Application/Project before the Housing Committee _____

Who is funding the project? _____

Have you already obtained the funding for this project? _____

If yes, explain the source of funding _____

If no, explain how you intend to fund this project _____

What priority/preference will residents of CB3 have, if any? _____

Will employment opportunities be available to CB#3 residents? _____

Will the site be fully accessible to persons with disabilities? _____

If No, explain why _____

Section A: Completed by BSA Applicants Only

1. Who currently owns the site? _____

2. For how long? _____

3. Who is the developer of your proposed project? _____

4. What is currently on the site? _____

5. What development/modification can you do as of right? _____

6. To what are you requesting a variance? _____

7. What is the basis for such a variance request? _____

8. How many units are being constructed? Residential _____

Commercial _____

9. How many units are rental at market rate? _____

10. How many? Studios? _____ 2 Bedroom? _____

1 Bedroom? _____ 3 Bedroom or more? _____

11. What if any government subsidy are you seeking? 421-A _____ Tax credits _____

J51 _____ 202 _____

80/20 _____ Section 8 _____

Other _____ (explain) _____

12. Will the units be subject to any rent regulation? _____

13. If yes, for how long? _____

14. How many units will be available for low income Housing? _____

15. How many units will be available for moderate income housing? _____

16. Name & Address of Principals of the proposed project? _____

Section B: Completed by ULURP & Site Control Applicants Only

A. What individual or agency is seeking authorization for ULURP and/or site control? _____

B. Purpose of obtaining ULURP/site control? _____

C. What exist on the site now? _____

D. What is planned for the site? _____

E. If development is planned then, who is the developer? _____

* How is it being financed? _____

* What is being developed? _____

* If plan is for housing development then fill out Section A.

Section C:

Community Board #3 requires that all applicants notify community members in a two-block radius of the plans for development or change of use. Please notify the community of your plans and the date, time and location of the Housing Committee and full Community Board #3 meetings. If possible, please hold a meeting to discuss the project with interested parties before the CB meetings.

1. Did you notify in writing community residents & any block association within a two block radius of your proposed site? _____

2. If yes, how did you post notification (please attach a copy)?

3. Did you have a community forum. If yes, please attach copy of that flyer as well as sign in sheet.

4. Please attach copy of notification of building residents, block association and community residents of this Housing Committee meeting.

You must notify CB3 in writing of any modification of this application.