
PUBLIC DESIGN COMMISSION OF THE CITY OF NEW YORK

APPLICATION FORM

	CERTIFICATE
	FILE
	EXHIBIT

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 type of proposal 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:

- | | |
|---|---|
| <input type="checkbox"/> Structure | <input type="checkbox"/> Newsstand |
| <input type="checkbox"/> Park or Open Space | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Streetscape | <input type="checkbox"/> Artwork: Percent for Art |
| <input type="checkbox"/> Distinctive Sidewalk and/or Light Fixtures | <input type="checkbox"/> Artwork: Gift |
| | <input type="checkbox"/> Artwork Relocation and/or Conservation |

PROJECT TITLE, INCLUDING LOCATION/FULL STREET ADDRESS:

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

CITY COUNCIL DISTRICT(S) #: _____

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:

- | | |
|--|---|
| <input type="checkbox"/> Courtesy Review | <input type="checkbox"/> Preliminary Review |
| <input type="checkbox"/> Advisory Review | <input type="checkbox"/> Final Review |
| <input type="checkbox"/> Conceptual Review | <input type="checkbox"/> Preliminary and Final Review |

APPLICATION FORM

PERCENT FOR ART: Indicate whether this project has an associated Percent for Art component.

Yes No N/A (the primary application is a Percent for Art project)

Please note that for all structures, parks, open spaces, and streetscape projects, the Percent for Art component should be submitted for conceptual review when the project is submitted for preliminary review.

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.

DISTINCTIVE SIDEWALKS: 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 share jurisdiction, signatures for each agency's representative should be attached.

E-FILING VERIFICATION FOR PDC APPLICATION FORM

_____ In submitting this application form electronically and placing my initials on the line preceding this paragraph, I hereby swear and affirm that I am the owner of the property, that the signature on the application and the initials on this form are mine, and that I am familiar with the scope of work being proposed and approve of it. I also understand that if the signature or initials are not authentic, or the representation not truthful, that the Public Design Commission may treat the application as not submitted or filed or rescind any approval issued in reliance on them. I further understand that if anything in my verification is untrue that I may be subject to criminal and/or civil fines and penalties.

_____ In submitting this application on behalf of the owner of the property, I hereby swear and affirm that I have been authorized by the owner to submit this application, and that the initials on the line preceding this paragraph are mine, and that I am identified in the application form as:

NAME, COMPANY NAME, ADDRESS

I also understand that if the initials are not authentic, or the representations not truthful, that the Public Design Commission may treat the application as not submitted or filed or rescind any approval issued in reliance on them. I further understand that if anything in my verification is untrue that I may be subject to criminal and/or civil fines and penalties.