



The City of New York
Manhattan Community Board 1

Landmarks Committee

Applicant Presentation Guidelines

All applications must include the following materials for consideration by the Landmarks Committee of Manhattan Community Board 1. The Committee will not review an application if these materials are not presented.

- High quality historic and current photos
- “Before” photos and “after” renderings or images
- Scope of Work including plans, elevations and sections of proposed changes
- Photos of sightlines for addition of visible structures shown from multiple points
- Photos of mockups of rooftop additions from all visible perspective; mockups must be in place at time of Committee meeting.
- Samples of all significant materials to be used in windows, doors, facades, signs, exterior lighting fixtures and roof materials including:
 - Texture
 - Color
 - Reflection
 - Transparency/Opacity
- Hardware
- Sign fonts and compliance with Landmarks Preservation Guidelines
- Sightline diagrams
- Must have docket number from LPC

If the application is for a new building it must also include:

- Current and future use of site
- Other land use or regulatory approvals required

Please provide eight 11x17 copies of your presentation, in addition to your boards, for Committee members to review. Let us know in advance if you require projection equipment.

In addition applicants must provide a minimum of two Power Point or PDF slides to staff to show at the full board meeting, They should depict "before" and "after" views. of the proposed alteration(s).

*Revised
May 2024*