

Community Board 3

Land Use Action Review Procedures

This document outlines procedures for land use actions reviewed by Community Board 3 (CB3) Land Use Committee.

1. ULURP Land Actions

Uniform Land Use Review Procedure

What qualifies:

ZS	Zoning Special Permit —Granted by the City Planning Commission
ZM*	Zoning Map Amendment —Designation or Change of Zoning Districts (i.e., Rezoning Action)
MM*	Map Modification —Changes to the City Map
GF, MC	Grant of Franchise/Mayor Concession —Revocable Consents, Franchises, and Major Concessions
HA, HU, HO	Urban Development Action Area/Urban Renewal Plan/Housing Application —Housing and Urban Renewal Plans pursuant to City, State, and Federal Laws
ML	Landfill —Sanitary or Waterfront landfills
PP*	Disposition of Non-Residential City-Owned Property
PQ*	Acquisition by the City —Acquisition of Real Property by the City
PS	Site Selection —Site Selection for Capital Projects

**Potentially eligible for ELURP (see Section 2)*

Pre-Certification Phase

- ULURP is assigned to a committee that has oversight of the functional area related to the content the ULURP.
- CB 3 generally requests briefings on proposed land use action before certification. This is to prepare and have time for questions to be answered along with other concerns to be addressed if necessary before ULURP vote.

Certification and Community Board Review

- Once DPC certifies the application, CB3 has 60 days to vote on ULURP. The 60 day clock starts 9 days after certification.

For a full ULURP, the following requirements apply:

- CB must hold a public hearing, posted in the City Record. All members of the public who wish to speak must be heard. A quorum of 20% of the full Board must be present. This is the one occasion when non-committee members may vote.

- The committee may vote at the public hearing or at a separate committee meeting. The resulting recommendation (resolution) is then voted on by the full Board.
- The resolution is submitted on the City Planning portal. Possible outcomes: Approve, Approve with Conditions, Disapprove, or Disapprove with Conditions.

2. ELURP Land Actions

Expedited Land Use Review Procedure

What qualifies:

ZM	Zoning Map Amendment —Modest zoning map changes that increase maximum residential floor area ratio by no more than 30%
MM	Map Modification —Select changes to the City Map, such as ○ To facilitate affordable housing. ○ To raise street grade for resiliency.
PP, PQ	Disposition of Non-Residential City-Owned Property/ Acquisition by the City —Select dispositions and acquisitions, such as ○ Dispositions and acquisitions by HPD for affordable housing. ○ Dispositions by DCAS for Slivers, Accessways, and Interior Lots (“SAIL Away” program).
PS	Site Selection —Select site selections for resiliency, open space, and solar power.

Certification and Community Board Review

- The process for ELURP is the same as for ULURP, except that borough president review occurs concurrently with community board review.

3. Non-ULURP Land Actions

Zoning Text Amendments

- **What they are:** Changes to the text of the NYC Zoning Resolution
- **Timeline:** Depends on project, typically 45-60 days.
- **CB3 Process:**
 - Schedule on committee agenda for pre-certification and post-certification.
 - Resolution is submitted on City Planning portal.

4. Actions that do not require community board review

UAP Projects (Universal Affordability Preference)

- **What they are:** UAP allows developers in R6–R10 zoning districts to add at least 20% more floor area, provided the additional units are permanently affordable (average 60% AMI).
- **CB3 Process:** Developers are required to notify CB3 of UAP projects but are not required to present. CB3 may request an informational presentation.

ZA-Authorizations

- **What they are:** Authorizations that may occur within CB3 include, but are not limited to:
 - Bulk modifications when transferring floor area from landmarks.
 - Additional floor area and bulk modifications for providing a mass transit station improvement.
 - Certain changes to large-scale general/residential developments.
- **CB3 Process:** The City Planning Commission will typically refer authorizations to the community board for a 45-day review period before voting.

Modifications

- **What they are:** Modifications are required for certain changes to prior special permits — typically those relevant to the findings of the original permit but that do not require new waivers or an increase in the extent of previously granted waivers.
- **CB3 Process:** The City Planning Commission will typically refer non-ULURP modifications to the community board for a 45-day review period before voting.

Informational Presentation for As-of-Right Projects

- **What they are:** Projects permitted under existing zoning that do not require formal community board review or approval.
- **CB3 Process:** No formal process required. CB3 generally asks for an informational presentation.