**Instructions:** Please use wording in black text below as applicable or appropriate. Revise <red angle-brackets> using the data from your project, elaborate on items in [red brackets] if they apply, and follow other bulleted guidance. Add additional description for usual aspects of your project as appropriate.

Please show the architect’s or engineer’s header on the top of the first page. Remember to remove all red text prior to submitting.

<Date>

**RE:  <> Avenue**

**Block:  <> Lot:  <>**

**Special Natural Area District (NA-1)**

**Staten Island, New York**

Project Description

***Introduction***

This is a private from application from <owner> seeking Special Natural Area District (NA-1) authorizations for a <list authorization titles, such as “Authorization of a development, enlargement or site alteration on a Tier II site…”> pursuant to ZR <list each ZR Section after each title >, to facilitate < site alterations/enlargement/development of a single-family home and pool> at <address> (Block <>, Lot <>) in the <> neighborhood of Staten Island’s Community District 2.

***Background***

[Describe any prior actions by the CPC or prior/current actions by other city agencies in 2-3 sentences if possible, such as:]

On <date>, the CPC approved a land use application <ULURP Number(s) > for a zoning lot subdivision pursuant to ZR 105-90 and authorizations pursuant to ZR <list section numbers and section titles> to facilitate the development of <#> home(s) and swimming pool. The house <was/was not> constructed in <date>.

***Description of the Surrounding Area***

The surrounding area primarily consists of one and two-family detached homes within a R <> and R <> districts.   <briefly describe any other uses within 600 feet according to the submitted area map> .

***Description of the Proposed Development Site***

The <lot area> square foot site (Tax Block  <>, Lots  <>) consists of an <interior/corner/through> zoning lot(s) and it is <vacant OR improved> with a two-story, single-family home and <> accessory parking spaces accessed by <> curb cuts which will be <demolished/remain/etc. >. < [Describe existing circular driveway]. The site has <>  feet of frontage on <name all fronting streets> , which is a  <final mapped/unmapped record, thoroughfare/unimproved/improved >  street.  <Street(s)> is <> feet wide <, including a <> foot deep privately owned mapped street (POMS) area>. The site has access to <types of sewer(s)>  within this street.

With an Average Percent Slope (APS) of <>percent, the property is classified as a Tier <I or II> site and slopes <gently/steeply> <up/down> from <street>. The highest elevation (<> feet) on the site is located at the <> corner of the site, and the lowest elevation (<> feet) is located at the <> corner of the site. The <front/rear/side> portion of the lot contains area(s) of steep slope totaling <> square feet, or <> percent of the total lot area, and <> square feet of area(s) of steep slope buffer, or <> percent of the total lot area. The site has <Quantify> trees of six inch or greater caliper site with a total of <> tree credits and is <> percent pervious.

***Description of the Proposal***

The applicant proposes a <floor area> square foot <development/enlargement> single-family home with a lot coverage of <> percent, <> new parking spaces, and a <swimming pool, etc.> A roughly <> foot high retaining wall is proposed along the <location, such as rear lot line> and <> total cubic yards would be <cut/fillled> for the foundation and topography alterations.

A portion of the Development Site <in/near steep slope/adjacent woods>, <> square feet ( <> percent) would be designated as an Area of no Disturbance. The total area of impervious surface on the site would be <> square feet, or <> percent of the total lot area. Planting would remain on <> square feet, or <> percent of the site. Rear pool and patio areas account for <> square feet of impervious surfaces or <> percent of the lot.

Six trees worth <> tree credits would be removed and <> trees worth <> tree credits would remain preserved. To meet the NA-1 requirement that 51 percent of the existing tree credits are on the site after development, < > new three inch caliper trees would be planted on the <describe area of> site.

<#> new <> foot wide curb cuts are proposed on <street>. The proposal includes <> drywells that would manage the storm water on the site. The proposed drywells are located in the <> yard of the site in order to avoid disturbing steep slope area. For sanitary disposal, the proposal includes a connection to an existing 8’’ sanitary sewer underneath <street>.

***Action(s) Necessary to Facilitate the Project***

The applicant requests the following Commission Authorizations:

Authorization of a development on a steep slope or steep slope buffer (ZR § 105-422)

The development site consists of <> square feet of within area(s) of steep slope area which can only be disturbed by requesting this authorization. [if valid: the only portions of the lot that are not steep are not accessible from any street] . To minimize disturbance to natural features, development would be concentrated towards the <> portion of the site which is adjacent to <street(s)> and no disturbance is proposed beyond the construction area <except for\_>. The applicant would disturb <> percent of total areas of steep slope and preserve the other <> percent of steep slope, and disturb <> percent of total steep slope buffer and preserve the other <> percent of steep slope buffer.

Modification of botanic environment and tree preservation and planting requirements (ZR § 105-425)

The applicant proposes to remove <#> trees worth <> tree credits [if no extra parking spaces above zoning minimum: outside of driveways and ] beyond 15 feet of a building, which requires this authorization. Trees in the <> portion of the site which are proposed to be removed because <describe site alteration>. <> trees worth <> tree credits would also be removed as-of-right because they are within the <building, construction buffer or driveway>. The applicant proposes to plant <> additional trees in order to meet the NA-1 zoning requirement that 51% of existing tree credits be preserved on the site.

Modification of height and setback regulations (ZR § 105-432)

The proposed building(s) exceeds the maximum zoning height of 36 feet. The applicant requests this authorization to exceed the maximum height by <> feet in order to preserve <natural features> on the <> portion of the site. To preserve essential character and privacy of the surrounding areas, proposed buildings have a <> yard setback of at least <> feet, which exceeds the minimum required <> yard depth of <zoning minimum yard depth> feet.

Modification of grading controls (ZR § 105-433)

A total of <> cubic yards of fill and <> cubic yards of cut are proposed for the site, most of which does not require authorization due to being under proposed [if no extra parking spaces above zoning minimum: driveways] , private road, or within 15 feet of the foundations of the homes. Authorization is required for <> cubic yards of <cut/fill> beyond such areas in order to < reason and location of the site >. Stormwater from the proposed buildings and other hard surfaces would be managed by < >.

Modification of requirements for private roads and driveways (ZR § 105-434)

The maximum <driveway/private road> slope is 10% and the maximum <driveway/private road> <width/length> is <> feet. The applicant requests this authorization for a <describe modification of the rule> in order to negotiate a <describe elevation change OR maneuvering needs> from <street> to the proposed <> parking spaces. Disturbance to natural features is minimized by minimizing <length/width/disturbance>.

***Conclusion***

* Summarize the project, similar to the introduction.
* Explain how the proposed modifications are consistent with goals of the Special Natural Area District.