

Zoning Resolution Text Map Guidelines

Version: 1.5

Overview

A text map is a map that illustrates the zoning text. It is not a zoning map. Text maps are located in special districts and in Appendix F (Inclusionary Housing designated areas), although a few text maps can be found throughout the Resolution. Generally, the Department of City Planning will prepare text maps for private applicants. At DCP, it is the responsibility of the Lead Division to ensure that text maps are properly created in consultation with the Zoning Division.

Guidelines for Text Maps for Special Districts

Text map(s) for a special district shall include the special district boundaries, subdistricts and specified areas cited in the text. They may also be utilized to illustrate other regulations that are clearer when graphically depicted. There may be as many text maps as needed; these map(s) will be shown in Appendix A at the end of the special district chapter.

The base of the zoning text map should be created by using publicly available information sources. DCP's Map Pluto database can be downloaded for free from DCP's website, and users can export a base map from GIS to Illustrator. The base map should appear as a simplified street map showing the outlines of right-of-ways for the streets in question. The text map should not display any zoning designations.

Appendix and Special District name must be in **bold**

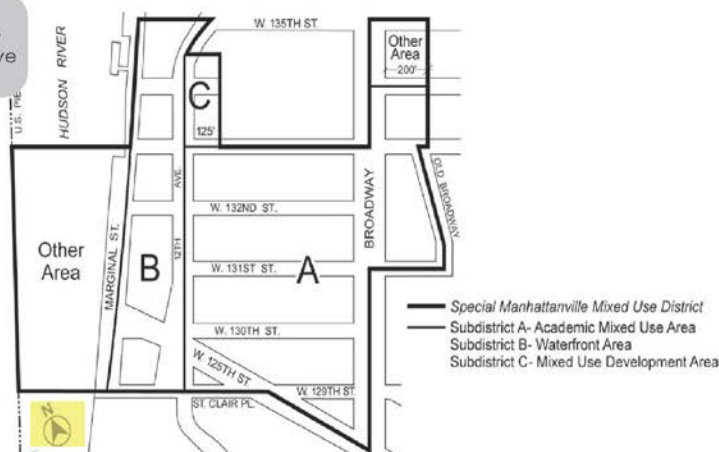
(12/19/07)

Appendix A **Special Manhattanville Mixed Use District Plan**

Map 1 - Special Manhattanville Mixed Use District and Subdistricts

The title "Special (name) District Plan" is below Appendix A

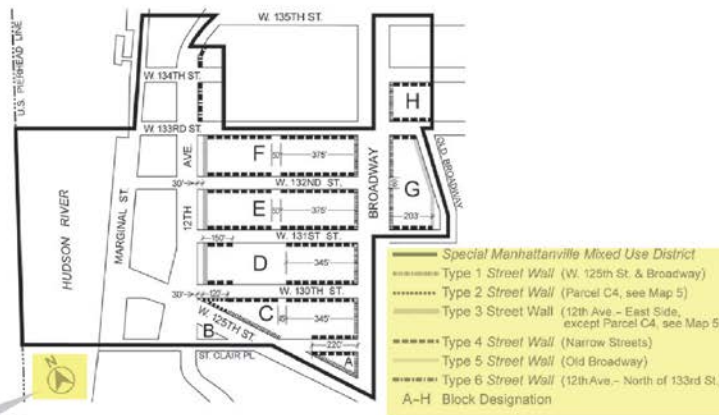
Text maps must be labeled "Map 1 - Title (in initial caps)," above the map



Always indicate north and orient it correctly

Text maps must be labeled "Map 1 - Title (in initial caps)," above the map

Map 4 - Street Wall Types and Locations



A legend of all boundaries and other information with appropriate labels should be placed below or to the side of the text map

Always indicate north and orient it correctly

Note: When an existing text map is being amended, the existing text map and the proposed text map must be shown, labeled **EXISTING** and **PROPOSED**. The area to be amended on the existing text map should be indicated, usually with a circle.

Guidelines for Text Maps for Inclusionary Housing Designated Districts

Text maps for Inclusionary Housing designated areas show the boundaries of the designated areas. They are located in Appendix F (Inclusionary Housing designated areas) of the Zoning Resolution, organized alphabetically and numerically by borough and community district (CD). Some CDs may have more than one map.

A text map for an Inclusionary Housing designated area (IHda) is a simplified street map that shows the boundaries, and dimensions if applicable, of the designated area but does not show any zoning districts. IHda maps do not have titles or legends

DCP's Map Pluto database can be downloaded for free from DCP's website, and users can export a base map from GIS to Illustrator. The Lead Planner will assist applicants with the preparation of this map.

If this is a new map and not a revision of an existing map, it must be listed on the table of Inclusionary Housing Designated Areas by Zoning Map in Appendix F.

- A descriptive sentence below each borough/CD listing states the zoning district(s) shown within the IHda. This must be amended if subsequent designated areas within the CD and additional zoning districts are added. Every zoning district within the IHda must be identified and the map of the IHda must be amended (or new maps added) if there is a zoning change. (See Figure 1)
 - e.g. Queens Community District 1
In the R7A and R8A Districts within the areas shown on the following Maps 1, 2 and 3.
- If the IHda is within a Special Zoning District, there is a different form of description. In that case, there is no identification beyond the borough/CD or reference to that zoning map. Instead, the Special Zoning District and the related section(s) of the Zoning Resolution should be cited below the map number. (See Figure 2)
 - e.g. Map 2.
#Special Long Island City Mixed Use District# – See Section 117-631
- If the IHda extends beyond the boundaries of a Special Zoning District, the description should cite both the special district and the zoning districts for the portion of the IHDA outside the special district. (See Figure 3)
 - e.g. The Bronx Community District 1
In the #Special Harlem River Waterfront District# (see Section 87-20) and in the R7A, R7X and R8A Districts within the areas shown on the following Map 1:

- If an existing map for a designated area is being amended, the text amendment must show both the existing map and the proposed map. The area to be amended on the existing map must be indicated, usually with a circle. These two maps must be labeled **EXISTING** and **PROPOSED** and be a part of the text amendment. (See Figure 4)
- Each IHda map is further identified with the CD and the borough below the actual map.
 - e.g. Portion of Community District 1, The Bronx
- Always indicate north and orient it correctly.

DRAFT

Figure 1

Borough and Community
District must be in **bold**

Queens

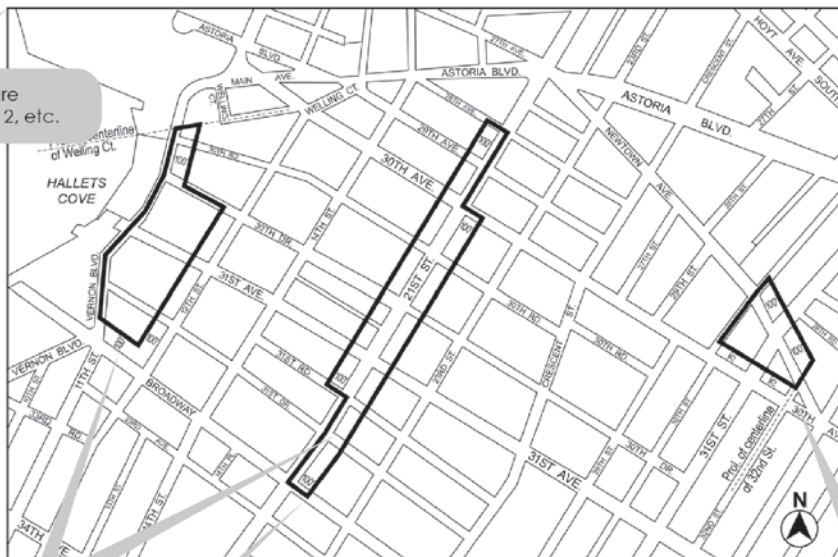
Queens Community District 1

In the R7A Districts within the areas shown on the following Map 1:

Map 1

A descriptive sentence below
the borough/CD lists the
applicable zoning district(s)
and map(s)

Maps within the CD are
labeled Map 1., Map 2, etc.



Inclusionary Housing
Designated Area boundary

Portion of Community District 1, Queens

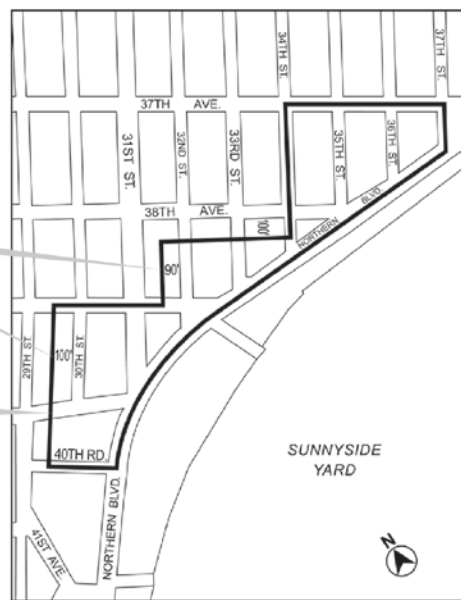
Inclusionary Housing
Designated Area boundary

Label boundary dimensions,
where necessary

The Community District and
Borough are identified below
the map

#Special Long Island City Mixed Use District# - see Section 117-631

Inclusionary Housing
Designated Area boundary



The Community District and Borough are identified below the map

Portion of Community District 1, Queens

Portion of Community District 1, The Bronx

Figure 4

Brooklyn

Brooklyn Community District 1

* * *

Map 4



Portion of Community District 1, Brooklyn

EXISTING MAP



Portion of Community District 1, Brooklyn

PROPOSED MAP

* * *

Indicate area to be amended
(circle)

Show existing text map to be
deleted and proposed text
map

The Community District and
Borough are identified below
the map

Exceptions

There are no exceptions to these standards. While there are many ways to conceptualize and write an amendment to the Zoning Resolution, these standards, where applicable, must be followed.

Exception Approval Process

There are no exceptions to these standards.

Related Documents

Any recent text changes that deal with similar zoning projects – creation of a special district, creation of a new zoning text, new bulk regulations in a specific area, mapping of an IHda, etc.

Revision History

Date	Version	Description	Author
3/15/2012	1.0	ZR Text Amendment Guidelines	Louisa Craddock
3/22/2012	1.1	ZR Text Amendment Guidelines w/comments	Louisa Craddock
6/5/2012	1.2	ZR Text Amendment Guidelines w/comments	L. Craddock & C. Herasme
6/22/2012	1.3	ZR Text Amendment Guidelines w/graphics	L. Craddock & C. Herasme
7/2/2012	1.4	Edits and Questions	Z. Zeilman & D. Parish
5/16/13	1.5	Revisions to better reflect process changes	D. Parish