# NHATIS ULURP?

# Printable workshop materials



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# DEVELOPHENT IN A DEVELOPMENT PROPOSAL

### **YOUR ROLE IN ULURP**

You are in the business of building sandwiches to make money.

With a private development proposal, you begin the process that leads to ULURP by proposing a sandwich to the Department of City Planning (DCP).

Before ULURP, you meet with DCP many times to figure out what a reasonable sandwich is and to make sure you are proposing something they (and the Mayor) are willing to publicly support.

Your market research showed a huge demand for meat-based sandwiches. Also, tenants love onion toppings and toppings make sandwiches more profitable.

During ULURP, you will make comments at public hearings, and try to win over all the players in the ULURP process—especially the ones who vote!

You can't make a profit (and will go out of business) unless your sandwich has at least 4 meat filling layers.

You are willing to build 1 vegetarian filling layer if you think it will get your sandwich through ULURP.

You will always go argue your case at public hearings, but you are more concerned about making sure the Mayor is on your side.

You really don't want to have to provide extras like chips or fair wages for sandwich makers.

### HOW YOU WIN

#### **5 POINTS**

if your sandwich has at least 4 meat filling layers. (But you get 0 points if your sandwich doesn't pass ULURP.)

#### +1 POINT

for every topping allowed (it doesn't matter what kind)

#### -1 POINT

for every vegetarian filling layer required (except for mushroom—market research shows you could sell mushroom)

#### -2 POINTS

for each extra required

# DEVELOPER IN A NEIGHBORHOOD REZONING

### **YOUR ROLE IN ULURP**

You are in the business of building sandwiches to make money.

You don't have an official role in a neighborhood rezoning ULURP, but you can make comments at public hearings and talk to other players to make sure any proposed rezonings will create profitable development opportunities for you.

Your market research showed a huge demand for meat-based sandwiches. Also, tenants love onion toppings and toppings make sandwiches more profitable.

Vegetarian filling layer requirements are expensive and will cut into your profit margin.

You are in favor of a neighborhood rezoning, as long as it increases the number of meat filling layers from the current zoning, which only allows three.

You don't want any kinds of restrictions on what you can build. Let the market decide!

You will always go argue your case at public hearings. Make sure everyone knows that any new zoning has to allow Developers to make a profit, or no new sandwiches will be built at all.

You really don't want to have to provide extras like chips or fair wages for sandwich makers.

# HOW YOU WIN

#### **5 POINTS**

if the neighborhood rezoning allows bigger meat sandwiches in the neighborhood

#### +1 POINT

for every topping allowed (it doesn't matter what kind)

#### -1 POINT

for every vegetarian filling layer required (except for mushroom—market research shows you could sell mushroom)

#### -2 POINTS

for each extra required

# DEPARTMENT of CITY PLANNING

# **YOUR ROLE IN ULURP**

You are a city agency that studies neighborhoods and creates proposals for neighborhood rezonings that go through ULURP.

You also work with Developers to make sure their private development proposals are ready to go through ULURP.

You make sure all applications you receive (your own or others') are complete.

Once an application is complete, you "certify" it, which officially starts the ULURP process. You then send copies to the Borough President, Community Board, and City Council.

You work for the Mayor, who shapes the agenda for your whole department—and hires your boss. So you care about what the Mayor cares about!

Right now the Mayor really cares about making sure every sandwich includes vegetarian filling layers. You will allow Developers to build bigger sandwiches but require them to include some vegetarian filling layers. You especially like mushroom as a vegetarian filling layer, and you know Developers like to add onion toppings to sandwiches, so you will allow that in a proposal.

You make sure every sandwich meets basic rules, too. Each must have at least two slices of bread and one filling.

### HOW YOU WIN

#### 5 POINTS

if at least 1 vegetarian filling layer is required for every 4 meat filling layers

#### +1 POINT

for every extra vegetarian filling layer required—as long as it comes with an additional meat filling layer

#### +1 POINT

if the City Planning Commission approves the proposal

# community BOARD

# **YOUR ROLE IN ULURP**

You are appointed by the Borough President.

During ULURP, you have to hold a PUBLIC HEARING on the proposal.

You don't vote on the ULURP proposal, but you can make a recommendation:

#### RECOMMEND YES

You agree with the proposal as is.

- RECOMMEND YES, WITH CHANGES You would like to suggest some changes, but a "yes, with changes" shows that you basically agree with the overall proposal.
- RECOMMEND NO, UNLESS MODIFIED You really want to send the message that the proposal has real problems.

#### RECOMMEND NO

You really think the proposal should be stopped!

Before the ULURP process, the Department of City Planning or a Developer might ask you what you think about a proposal.

Listen to your Community Members. You care what your constituents care about!

You are appointed every two years by the Borough President, so you are very interested in what he or she thinks. Make sure you find out!

Half of you were nominated by your Local City Council Member, so you care what he or she thinks too.

### HOW YOU WIN

#### **5 POINTS**

if Community Member 1 and Community Member 2 both get what they want

#### +1 POINT

if the Borough President gets what he or she wants

#### +1 POINT

if the Local City Council Member gets what he or she wants

# BOROUGH PRESIDENT

### **YOUR ROLE IN ULURP**

You are elected by Community Members.

You appoint Community Board members, advise the Mayor on borough issues, and let people know how great your borough is.

You don't vote on the ULURP proposal, but you can make recommendations.

You have four options:

#### □ RECOMMEND YES

You agree with the proposal as is.

RECOMMEND YES, WITH CHANGES

You would like to suggest some changes, but a "yes, with changes" shows that you basically agree with the overall proposal.

RECOMMEND NO, UNLESS MODIFIED You really want to send the message that the proposal has real problems.

#### 

You really think the proposal should be stopped!

You are elected by Community Members, so find out what they want. Maybe you should show up at the Community Board's public hearing?

A lot of what you get to do depends on your relationship with the Mayor. Make sure you talk with him or her before you decide how to vote in ULURP.

#### HOW YOU WIN

#### 5 POINTS

if the Community Board gets the recommendations it makes AND the Mayor gets what he or she wants—bigger sandwiches with required vegetarian filling layers

# city planning COMMISSION

#### **YOUR ROLE IN ULURP**

You review land-use issues for the city.

During ULURP, you have to hold a PUBLIC HEARING on the proposal, and you have three options:

You agree with the proposal as is.

- APPROVE, WITH MODIFICATIONS You want some part of the proposal changed.
- DISAPPROVE

This stops the proposal. (Though the City Council can review certain proposals, even if you disapprove.)

There are 13 members of the Commission. The Mayor appoints 7; Borough Presidents appoint 5 (one each); and the Public Advocate appoints 1.

The head of the Department of City Planning is also the Chair of the City Planning Commission. Everyone but the Chair serves a 5-year term.

You can only make decisions about the sandwich—the two slices of bread and what's between them—which includes things like how many filling layers, a change from mushroom to falafel, or a ban on onions. You can't make decisions about extras like chips or fair wages for sandwich makers. You also can't approve development larger than what was studied in the EIS (so no sandwiches over six filling layers).

You listen to the Community Board and Borough President's input and make adjustments to the proposal if they make clear and specific points about the impacts of the proposal.

Most of you are appointed by the Mayor, so you care a lot about his or her opinion.

You can ask the Department of City Planning questions during your hearing to make sure you understand the proposal.

# HOW YOU WIN

#### **5 POINTS**

if the proposal passes (more or less) as presented to you at the beginning of ULURP by the Department of City Planning

#### +1 POINT

for making a change recommended by the Community Board or Borough President

# LOCAL CITY COUNCIL MEMBER

# **YOUR ROLE IN ULURP**

You are elected by the Community Members in the district affected by the ULURP proposal.

During the ULURP process, the City Council has to hold a PUBLIC HEARING and you have three options for your decision:

#### 

You agree with the proposal as is.

APPROVE, WITH MODIFICATIONS You want some part of the proposal to be changed.

#### DISAPPROVE You want to stop the proposal.

Usually the City Council's vote is the last word. But the Mayor can still veto your decision. (But the City Council can try to override it with a 2/3 majority!)

Because you are elected by your Community Members, you are very concerned about what happens in your district. You are a leader in your district so you will speak at public hearings held by the Community Board, City Planning Commission, and City Council.

Your colleagues will likely vote with you on matters in your district, but it is a lot easier to get them to support modifications to a proposal, rather than fully oppose it.

You want all new sandwiches to require vegetarian filling layers.

You are very much in favor of extras like fair wages for sandwich makers. And a pickle.

# HOW YOU WIN

#### **5 POINTS**

if at least 2 falafel vegetarian filling layers are required for any new sandwich

#### +1 POINT

for any changes your Community Members wanted (like a ban on onion toppings or changing the vegetarian filling layer from mushroom to falafel)

#### +1 POINT

for each extra, like a pickle or fair wages for sandwich makers

# CITY Council

# **YOUR ROLE IN ULURP**

You are elected by Community Members from different districts all around the city.

During the ULURP process, you have to hold a PUBLIC HEARING and you have three options for your decision:

#### 

You agree with the proposal as is.

APPROVE, WITH MODIFICATIONS You want some part of the proposal to be changed.

# DISAPPROVE You want to stop the proposal.

Usually your vote is the last word. But the Mayor can still veto your decision. (But you can try to override it with a 2/3 majority!)

You will likely vote with the Local City Council Member on matters in his or her district (because you'll want them to vote with you when there is a rezoning in your district). But you prefer to support modifications to a proposal, not fully oppose it.

You like to have the Mayor on your side when possible, so you'll find out what he or she thinks.

Your Developer friends also tell you that they won't build sandwiches that require more than one vegetarian filling layer.

# HOW YOU WIN

#### **5 POINTS**

if the Local City Council Member gets what he or she wants AND the Mayor gets what he or she wants

MAYOR

# **YOUR ROLE IN ULURP**

You are elected by Community Members.

You hire the person who runs the Department of City Planning and is the Chair of the City Planning Commission, and you have him or her work on things you care about.

You don't have to vote on ULURP proposals, but you can veto any decision the City Council makes. (But they can override it with a 2/3 majority.)

If you do nothing, the City Council decision stands.

You were elected on your platform of addressing the city's need for vegetarian filling layers in sandwiches. But you know that means you will have to allow more meat filling layers to pay for it.

You created Mandatory Vegetarian Zoning—allowing Developers to build larger sandwiches in some neighborhoods in exchange for including at least one vegetarian filling layer.

You want to make sure there are some required vegetarian filling layers and will try to get everyone to vote for that.

### HOW YOU WIN

#### **5 POINTS**

if a minimum of 1 vegetarian filling layer is required for every 4 meat filling layers allowed

#### +1 POINT

for every extra vegetarian filling layer required—as long as it also comes with an additional meat filling layer. Bigger sandwiches everywhere! PLAYER BACKGROUND CARD

# Community MEMBER 1

# **YOUR ROLE IN ULURP**

You live in the district with the proposal going through ULURP. You may or may not share the same opinions about the proposal as other people who live in the district (like Community Member 2).

You don't have a formal vote, but you have the opportunity to make comments during public hearings held by the Community Board, the City Planning Commission, and the City Council.

In some cases you can also file written comments before or after hearings.

The Community Board and the City Council are the most likely to listen to your concerns, especially if you can convince other people, like Community Member 2, to make the same arguments with you.

There is a huge need for more vegetarian filling layers in your neighborhood! You support requirements for more vegetarian filling layers, especially falafel.

You also want to require extras—a side pickle and fair wages for sandwich makers.

You are really opposed to smelly toppings like blue cheese or onions on sandwiches—there is already a serious air quality issue in the neighborhood.

# HOW YOU WIN

#### 5 POINTS

if all new sandwiches are required to have at least 3 vegetarian filling layers

#### +1 POINT

for each falafel vegetarian filling layer required (you really like falafel)

#### +1 POINT

each for getting a ban on blue cheese and/ or onion toppings

#### +1 POINT

for each extra outside the sandwich, like a pickle or fair wages for sandwich makers

PLAYER BACKGROUND CARD

# Community MEMBER 2

# **YOUR ROLE IN ULURP**

You live in the district with the proposal going through ULURP. You may or may not share the same opinions about the proposal as other people who live in the district (like Community Member 1).

You don't have a formal vote, but you have the opportunity to make comments during public hearings held by the Community Board, the City Planning Commission, and the City Council.

In some cases you can also file written comments before or after hearings.

The Community Board and the City Council are the most likely to listen to your concerns, especially if you can convince other people, like Community Member 1, to make the same arguments with you.

You like your neighborhood as it is, with its sandwiches that are mostly 3 meat filling layers of turkey patties. You do not want any change to the current sandwich rules and you REALLY don't want bigger sandwiches being built.

You are really opposed to smelly toppings like blue cheese or onions on sandwiches—there is already a serious air quality issue in the neighborhood.

# HOW YOU WIN

#### 5 POINTS

if the proposal doesn't pass or there is no increase in size from the 3 meat filling layer sandwiches that can be built under the current zoning

#### +1 POINT

each for getting a ban on blue cheese and/ or onion toppings (assuming the proposal passes)





# DEPARTMENT \_\_\_\_\_ OF \_\_\_\_\_ CITY PLANNING



# BOROUGH PRESIDENT

# CITY PLANNING COMMISSION

# LOCAL CITY COUNCIL MEMBER

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### BOROUGH PRESIDENT

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### CITY PLANNING COMMISSION

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#### DEVELOPMENT PROPOSAL

Pre-process Script for **Developer** and **Department of City Planning** 

same as before we studied the environmental impacts):

Final Sandwich:

- 4 filling layers of smoked ham
- 1 vegetarian filling layer of mushroom
- 1 topping of onions
- On rye bread
- No extras

**DEVELOPER:** Market research shows there is strong demand for meat filling layers in this neighborhood. Therefore I propose to build a sandwich made of 5 filling layers of smoked ham with onion and blue cheese toppings on rye bread. It will be designed by world famous sandwich starchitect Rem Koolhoagie, and add much needed smoked ham to the neighborhood.

DEPARTMENT OF CITY PLANNING

(DCP): As you know, the Mayor was elected because of his (or her) strong commitment to bringing more vegetarian filling layers to the neighborhoods of Sandwichburg. We all know there is a tremendous need for them.

Because of the Mayor's priorities, we created Mandatory Vegetarian Zoning, which allows Developers to build larger sandwiches in some neighborhoods in exchange for including at least one vegetarian filling layer. If you replace one of your ham filling layers with a mushroom vegetarian filling layer, it would meet this requirement.

DCP: Okay. We'll start ULURP.

We also highly recommend that you take the blue cheese out of the proposal. There have been a lot of community complaints about cheese smells recently, and we don't think the City Planning Commission will approve the proposal unless you remove the cheese.

DEVELOPER: We'll think about it.

#### Facilitator or Developer holds up "SOME TIME LATER" Paddle.

 $\square$ 

**DEVELOPER:** We ran the numbers and adjusted our proposal. We removed the blue cheese, and changed one of the meat filling layers to vegetarian—mushroom, in fact. We'd like to point out that we can only afford to do this if we can sell the sandwich at luxury sandwich pricing.

Here's our final sandwich proposal:

- 4 filling layers of smoked ham
- 1 filling layer of mushroom
- 1 topping of onions
- On rye bread
- No extras

**DCP:** Great! We think the City Planning Commission will love that sandwich. Unfortunately, it is a big enough change to the neighborhood that you are going to have to do a study of the environmental impacts, and write an Environmental Impact Statement (EIS).

#### DCP or Facilitator holds up the "PUBLIC HEARING" paddle.

**DCP:** Okay, here we are at our environmental study Public Scoping Meeting to find out what the community thinks. The Developer has to study two scenarios—what happens if nothing changes and what happens if the full proposal is built.

The Developer's study has to look at:

- Land-use impacts
- Sandwich shadow studies
- Neighborhood character
- Traffic

What else should the Developer look at?

#### People may make suggestions or not. If they do, DCP acts as if they are taking note of them. If they don't, wait a minute and move on.

**DCP:** Great! Thanks so much for your input! The Developer can now complete the study and submit the proposal to ULURP.

#### Facilitator or DCP holds up "SOME TIME LATER" Paddle.

**DEVELOPER:** Having studied the environmental impacts, we now present our final sandwich for ULURP, (which is exactly the



#### **NEIGHBORHOOD REZONING**

Pre-process Script for Mayor and Department of City Planning

After careful consideration, we propose to keep the side streets at three meat filling layers, but to rezone Hamburger Avenue and BLT Street, the neighborhood's main commercial streets, to allow five filling layers, and our new Mandatory Vegetarian Zoning program requires that at least one of those layers be vegetarian. According to that program, it should be mushroom. In response to the comments from the community, we have removed blue cheese from our proposed rezoning-blue cheese will not be permitted on sandwiches in this neighborhood. Onion toppings will be allowed.

Our final proposal for rezoning:

- 4 filling layers of meat
- 1 vegetarian filling layer of mushroom
- 1 topping of onions
- Between 2 slices of bread

We'll start ULURP.

**DEPARTMENT OF CITY PLANNING** (DCP): Mayor, we're really looking forward to working with you. Please tell us about your priorities!

- MAYOR: As you know, I was elected because of my strong commitment to bringing more vegetarian fillings to the neighborhoods of Sandwichburg. We all know there is a tremendous need for them, and we are all tired of the luxury meat sandwiches overrunning our neighborhoods.
- **DCP:** Of course! We know exactly what to do. We'll start working on a neighborhood rezoning proposal right away.

#### Facilitator or DCP holds up "SOME TIME LATER" Paddle.

**DCP: [speaking to rest of workshop]** We're holding a public meeting. Please come to our meeting!

We'd like to rezone your neighborhood of Sandwichburg to encourage more vegetarian filling layers to be built.

Remember that we, the city, don't build any sandwiches. But we do write

the rules on what's allowed to be built in the future.

Our rezoning proposal is to allow taller sandwiches in Sandwichburg. Right now the neighborhood is mostly made up of sandwiches with three meat filling layers of turkey patties. We will change the zoning to allow taller sandwiches with more filling layers overall and also require more vegetarian filling layers. That's what the Mayor was voted in to do. We also think onion and blue cheese toppings should be allowed.

[speaking directly to Community Members] What do you think about our proposal?

The group may say all sorts of things. But what you are looking for are comments about removing blue cheese. If nobody mentions blue cheese, prompt them by saying:



#### If people ask questions, DCP should say they don't know the answer.

**DCP:** Great! Thanks so much for your input! We're going to go work on making this into a proposal.

Facilitator or DCP holds up "SOME TIME LATER" Paddle.

DCP: Okay, here we are a our

environmental study Public Scoping Meeting. We need to do this before we write our Environmental Impact Statement (EIS).

We know what we want to propose for the Sandwichburg neighborhood rezoning, and now we have to study the impacts of the proposed changes. We will study two scenarios—what happens if nothing changes and what happens if we rezone to allow sandwiches up to six layers tall in the neighborhood.

We will look at:

- Land use impacts
- Sandwich shadow studies
- Neighborhood character
- Traffic

What else should we look at?

#### Facilitator or DCP holds up the "PUBLIC HEARING" Paddle.

People may make suggestions or not. If they do, DCP acts as if they are taking note of them. If they don't, wait a minute and move on.

**DCP:** Great! Thanks so much for your input! We're going to go complete the study and submit the proposal to ULURP.

#### Facilitator or DCP holds up "SOME TIME LATER" Paddle.

**DCP:** Well we've finished our proposal.



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# LATER...



ULURP \	/oting Ballot
TODAY'S TODAY'S SANDWICH	
	APPROVE APPROVE, WITH MODIFICATIONS:
<ul> <li>YES</li> <li>YES, WITH CHANGES:</li> </ul>	
	APPROVE APPROVE, WITH MODIFICATIONS:
YES    YES, WITH CHANGES:   BOROUGH PRESIDENT	
	□ ACCEPT MAYOR □ VETO
<ul> <li>□ NO, UNLESS MODIFIED:</li> <li>□</li></ul>	ACCEPT VETO     OVERRIDE VETO



### Who's Who Handout





#### IN A DEVELOPMENT PROPOSAL

proposes development, and works with the Department of City Planning (DCP) to make sure the proposal is legal and likely to be approved.

#### IN A NEIGHBORHOOD REZONING

The Developer advocates for the Department of City Planning to create zoning rules that will allow the Developer to build as much as possible.

#### The Players In The ULURP Process



#### IN A DEVELOPMENT PROPOSAL

is the city agency that reviews initial applications and guides them through the steps of the ULURP process. DCP works with the applicant to make sure the proposal is likely to be approved.

#### IN A NEIGHBORHOOD REZONING

DCP is usually the applicant proposing the rezoning. (But a developer or the public could too!) DCP develops the rezoning proposal and guides it through the steps of the ULURP process.



members are appointed by the Borough President (and nominated by City Council Members) to represent their district. They hold a public hearing during ULURP and make advisory recommendations on the proposal.

#### IN A NEIGHBORHOOD REZONING

The Department of City Planning will bring a rezoning proposal to the Community Board for input early in the process, and will want the Community Board's support before moving forward.



is elected by borough residents. He or she makes advisory recommendations on the proposal.



reviews land-use issues and has 13 members appointed by: the Mayor (7), the Borough Presidents (5), and the Public Advocate (1). The head of the Department of City Planning is also the Chair of the City Planning Commission (CPC). CPC holds a public hearing and votes to approve or disapprove the proposal. Their decision stands, unless City Council overrides it.



members are elected. They vote to approve or disapprove the proposal (or they can let the City Planning Commission decision stand). Their decision is final, unless the Mayor wants to veto it.



is elected by city residents. He or she can veto the City Council's decision, but rarely does. (And City Council can override the veto with a 2/3 majority.)

#### IN A NEIGHBORHOOD REZONING

The Department of City Planning works for the Mayor, and their rezoning proposal will be substantially shaped by the Mayor's agenda for the city.



don't have a vote in ULURP, but comment during public hearings held by the Community Board, the City Planning Commission, and the City Council. They can also hold all elected officials accountable to the community's goals.

#### IN A NEIGHBORHOOD REZONING

Because a rezoning is a public proposal, Community Members can have more say about how it is shaped, and they have more chances to weigh in through extra public meetings organized by the city.



### How ULURP works Diagram

#### How ULURP Works For A **Neighborhood Rezoning**

environmental study.

involved early.

Most of the big decisions about what's in the proposal will be made

at this time, so it's important to get

Gather information on important issues and

share existing studies with city agencies.

Get community members ready to

participate in hearings.

city's elected officials and the public. Here's how it works... and how to get involved!



- Testify at hearings and submit statements.
- Make your comments specific. Talk about the issues and impacts. Don't just say that you like or don't like a proposal.
- Focus on land use when making comments to City Planning Commission.
- Remember, once the rezoning is approved, future development will take place without additional public review!

#### ULURP is the **Uniform Land Use Review Procedure**. It's the process New York City uses to make sure most big land-use proposals, like neighborhood rezonings, get reviewed by the





















Chips



Pickle



Cole Slaw

THIS IS A PART OF THE ENVISIONING DEVELOPMENT TOOLKIT 'WHAT IS ULURP?' © THE CENTER FOR URBAN PEDAGOGY (CUP), 2017. WELCOMETOCUP.ORG/ULURP



# DEVELOPPO

### DEPARTMENT of CITY PLANNING

# community BOARD

### BOROUGH PRESIDENT

### CITY PLANNING COMMISSION

## 





#### What is ULURP?

#### An Envisioning Development Toolkit

What Is ULURP? is one of the Center for Urban Pedagogy's (CUP) Envisioning Development Toolkits, a series of workshop tools designed to help experts and laypeople communicate. The toolkits are visual, tactile, and interactive. Each tool translates abstract concepts and language into straightforward activities and physical objects that let people learn by looking, doing, and listening to each other. You can use "What Is ULURP?" to facilitate workshops exploring the players and power structures behind NYC's land use review process—ULURP.

The Center for Urban Pedagogy (CUP) is a nonprofit organization that uses the power of design and art to increase meaningful civic engagement, particularly among historically underrepresented communities. CUP collaborates with designers, educators, students, and communities to make educational tools that demystify complex policy and planning issues. We believe that increasing understanding of how these systems work is the first step to better, more equitable, and more diverse community participation.



For more information about this and other toolkits, visit us online at: **welcometoCUP.org** 

Are you using the toolkit in new and exciting ways? Have ideas for toolkits you'd like to see CUP develop? Email us at: info@welcometocup.org THE CENTER FOR URBAN PEDAGOGY

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