



IN THE MATTER OF an application submitted by New York City Department of Small Business Services on behalf of the Castle Hill Business Improvement District Steering Committee pursuant to Section 25-405(a) of Chapter 4 of Title 25 of the Administrative Code of the City of New York, as amended, concerning the establishment of the Castle Hill Business Improvement District, Borough of the Bronx, Community Districts 9 and 10.

On September 9, 2021, on behalf of the Castle Hill Business Improvement District (BID) steering committee, the New York City Department of Small Business Services (SBS) submitted a District Plan for the creation of a Castle Hill BID, Borough of Bronx, Community Districts 9 and 10.

BACKGROUND

Located in the south central section of the Bronx, the proposed BID includes properties along Castle Hill Avenue (from the Cross Bronx Expressway to Manning Street) and along Westchester Avenue (from Olmstead Avenue to Glebe Avenue). The Castle Hill Avenue 6 train station is located in the center of the proposed BID area.

The BID area is a neighborhood commercial corridor comprised primarily of smaller one- and two-story buildings with residential uses on the upper floors. The surrounding area is mostly residential and zoned for low- to medium-density housing (R5 and R6 zoning districts). The area transitioned from a low-density urban community to a higher density area following the post-World War II migration of immigrant communities from Lower Manhattan and the 1942 opening of the planned community of Parkchester, which is next to the BID area.

The BID area contains mainly local businesses with a few national eateries and retailers. Of the 96 properties within the proposed BID boundaries, one is wholly residential, three are government- or not-for-profit-owned, and the remaining 93 are partially or wholly commercial.

Services proposed by the BID would include marketing, holiday lighting, street cleaning and graffiti removal above and beyond what is already offered by the City. The BID would also coordinate and advocate on behalf of its members for improvements to the area.

The BID application was led by a steering committee of 15 local community stakeholders who contacted property owners, local businesses, and residents starting in 2017. Outreach efforts included two public meetings, 26 steering committee meetings, the distribution of 480 newsletters and more than 2,000 emails, one-on-one meetings, and telephone calls.

The BID sent a survey soliciting support for the formation of the BID to property owners and businesses in the area. The steering committee's outreach effort resulted in 54 percent of commercial properties supporting the BID formation, while seven percent were unresponsive and 39 percent were unresponsive. Among the responsive property owners, 89 percent were in support of the BID formation. By commercial assessed value, 51 percent of the district supported the BID formation, 18 percent were unresponsive and 31 percent were unresponsive.

Funded by an assessment of properties within the BID, the estimated proposed first-year BID budget would be \$300,000. The median annual property assessment is estimated to be approximately \$1,704. Assessed contribution would be predominately based on the property lot front footage. Commercial and mixed-use lots would be assessed at \$55 per linear front foot per year, plus an added \$300 annual fee if the parcel occupies a corner. Purely residential lots would be assessed at a flat fee of \$1 per year. Government- and not-for-profit-owned property devoted solely to public or not-for-profit use would be exempt from an assessment.

The District Plan proposes the BID's budget be allocated to include:

- Administration expenses and advocacy (41 percent of the budget), including salaried staff, office expenses, and insurance costs; and
- Sanitation services (31 percent of the budget), including graffiti removal and street & sidewalk cleaning; and

- Marketing, advertising, and promotional activities (28 percent of the budget), including holiday lighting and special events.

ENVIRONMENTAL REVIEW

The District Plan was reviewed pursuant to the New York State Environmental Quality Review Act (SEQRA) and the SEQRA regulations set forth in Volume 6 of the New York State Code of Rules and Regulations, Section 617.00 et seq., and the New York City Environmental Quality Review (CEQR) Rules of Procedure of 1991 and Executive Order No. 91 of 1977. The designated CEQR number is 21SBS005X. The lead agency is the Department of Small Business Services. A Negative Declaration was issued on July 7, 2021, after a study of the potential environmental impact of the proposed action.

PUBLIC REVIEW

On September 9, 2021, SBS submitted a District Plan for the Castle Hill BID to the Department of City Planning. The Plan was then transmitted for review to the Office of the Mayor, the Office of the Bronx Borough President, the City Council Speaker, the City Council Member for Council District 18, and Bronx Community Board 9 and 10.

Community Board Review

Bronx Community Board 9 and 10 waived their right to hold a public hearing regarding the proposed BID.

City Planning Commission Public Hearing

On September 22, 2021 (Calendar No. 2), the Commission scheduled October 6, 2021 for a public hearing on the BID District Plan. On October 6, 2021 (Calendar No. 30), the hearing was duly held. Four speakers testified in favor of the proposal and none against.

Those who testified in favor included the Deputy Commissioner for Neighborhood Development at SBS, a BID steering committee member, the District Manager of Bronx Community Board 9, and the State Assembly Member for Assembly District 85.

The SBS representative stated that SBS provided technical support for the BID's organizing effort. He stated that the BID steering committee met the agency's standards for outreach efforts and that the level of support garnered for the BID was sufficient and in line with other recently approved BIDs.

A BID steering committee member stated that the BID would be a great asset in improving the overall shopping district and community. He noted that the BID would help promote street cleanliness. Finally, he said marketing and promotion services provided by the BID would bring increased business activity to the area.

The District Manager of Bronx Community Board 9 described a great need for this BID and voiced support for the BID's creation on behalf of the Community Board. Additionally, he said the BID will provide vital resources and initiatives that will help this commercial corridor thrive.

The State Assembly Member for Assembly District 85 stated support for the BID's creation on behalf of the City Council Member for Council District 18 and himself. He stated establishing a Castle Hill BID had community support and would benefit business owners, residents, and homeowners.

There were no other speakers and the hearing was closed.

CONSIDERATION

The Commission believes that the proposal to establish the Castle Hill Business Improvement District (N 220101 BDX) is appropriate.

The Castle Hill BID area is a unique Bronx neighborhood that will benefit from additional economic development initiatives and supplemental maintenance services. The proposed BID will supply important services that improve the quality of life of the area and enhance commercial activity. These services will contribute to the neighborhood, making it a better place to live, work, and run a business. The proposed BID would also advocate for the community, which may result in more City resources and public attention for this pedestrian-oriented commercial shopping and service area.

The outreach efforts to notify impacted stakeholders (property owners, residents, and businesses) were satisfactory and showed support for the BID's creation among commercial property owners who would fund the BID.

BIDs are important to the City, as they promote healthy economic development for the communities they serve and help retain and attract businesses to the area. The proposed Castle Hill BID will help manage this existing business area and provide guidance for growth in the future.

RESOLUTION

The Commission supports the proposed BID District Plan and has adopted the following resolution:

RESOLVED, that the City Planning Commission certifies its unqualified approval of the District Plan for the Castle Hill Business Improvement District.

The above resolution duly adopted by the City Planning Commission on November 3, 2021 (Calendar No. 6) is filed with the City Council and the City Clerk pursuant to Section 25-405 of the Administrative Code of the City of New York.

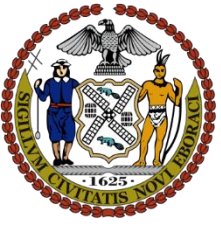
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I. DOUEK, RICHARD W. EADDY, ANNA HAYES LEVIN,

ORLANDO MARIN, LARISA ORTIZ, RAJ RAMPERSHAD, *Commissioners*



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- Bruckner
- Castle Hill
- Clason Point
- Harding Park
- Parkchester
- Soundview
- Unionport
- Shorehaven
- Zerega

Castle Hill BID Development Office

Attn: Yasmin Cruz
43 Westchester Square
Bronx, NY 10461

June 28, 2021

To Whom It May Concern:

Bronx Community Board 9 would like to waive the review period in relation to the creation of the Castle Hill BID. It is our understanding that the community and local businesses on this strip are in favor of this initiative and we do not desire to further delay this long overdue process. Public meetings held regarding the Castle Hill BID have been received favorably and the Community Board is in support of this initiative.

Sincerely,

Brandon Ganaishlal
Chairperson



Ruben Diaz, Jr.
Borough President

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Joseph Russo
Chairperson

Matthew Cruz
District Manager

July 23, 2021

Castle Hill BID Development Office

Attn: Yasmin Cruz

43 Westchester Square

Bronx, NY 10461

To whom it may concern:

Bronx Community Board #10 waives its review period regarding the formation of the Castle Hill Avenue Business Improvement District (BID). We wish the Castle Hill BID and its merchants the most success. We are pleased that local businesses and property owners have come together for its formation.

Sincerely,

Joseph Russo, Chairperson

DISTRICT PLAN

For The

CASTLE HILL

BUSINESS IMPROVEMENT DISTRICT

In

**THE CITY OF NEW YORK
BOROUGH OF THE BRONX**

PREPARED PURSUANT TO SECTION 25-405(a) OF
CHAPTER 4 OF TITLE 25 OF THE ADMINISTRATIVE
CODE OF THE CITY OF NEW YORK

July 22, 2021

TABLE OF CONTENTS

I.	MAP OF THE DISTRICT	3
II.	DISTRICT PROFILE & PRESENT USES OF DISTRICT PROPERTY	3
III.	PROPOSED SERVICES	5
IV.	PROPOSED IMPROVEMENTS	7
V.	PROPOSED SOURCES OF FUNDING	8
VI.	PROPOSED EXPENDITURES & ANNUAL BUDGETS	12
VII.	BENEFITED PROPERTIES	14
VIII.	DISTRICT MANAGEMENT ASSOCIATION	14
IX.	USER RIGHTS	15
X.	REGULATIONS	15
XI.	GLOSSARY OF TERMS	16
<i>Exhibit A</i>	<i>MAP OF DISTRICT</i>	18
<i>Exhibit B</i>	<i>MAYORAL LETTER OF AUTHORIZATION</i>	19
<i>Exhibit C</i>	<i>TAX BLOCKS AND LOTS OF BENEFITED PROPERTIES</i>	20
<i>Exhibit D</i>	<i>LAND USE MAP</i>	28

I. MAP OF THE DISTRICT



The Castle Hill Business Improvement District (the “District”) is located in the South Central section of the Bronx. The District is generally bound from the Cross Bronx Expressway to Manning Street, along the east and west side of Castle Hill Avenue; from Olmstead Avenue to just east of Glebe Avenue, along the south side of Westchester Avenue; and from Unionport Road to just east of Glebe Avenue, along the north side of Westchester Avenue. A map of the district is attached as Exhibit A.

The Mayor of the City of New York, by written authorization, dated July 22, 2021, has provided for the preparation of this plan (the “Plan”) pursuant to authority granted by Chapter 4 of Title 25 of the Administrative Code of the City of New York (the “Law”).

II. DISTRICT PROFILE & PRESENT USES OF DISTRICT PROPERTY

A. DISTRICT PROFILE

As a neighborhood, Castle Hill went from a low-density urban community to a higher density urban community following the post World War II migration of immigrant communities from Lower Manhattan. It has become a community of diverse populations with a solid working-class base. The development of the property base has focused on

low rise buildings with retail and professional businesses on the street level and residential apartments above. The vast majority of properties are under three stories and apartment buildings with up to six floors are walk-ups. A strong feeling of community flourishes as a result of this low-rise configuration and retail business owners consider neighbors as family.

The Castle Hill area surrounding the District consists of about 48,000 residents in about 13,000 households. Approximately 58% is Hispanic, 37% is Black, and the remaining 5% is White and Asian. The median household income is \$41,000. The unemployment rate is just above the State average. The majority of residents are renters.

Ninety percent of the District is located in Bronx Community Board 9, and the balance in Bronx Community Board 10. The 43rd Police Precinct covers the District. Sanitation services are provided by Sanitation District 9. Engine Company 64/Ladder Company 47 is located in the District at 1224 Castle Hill Avenue.

B. PRESENT USES OF DISTRICT PROPERTY

1. ZONING

Zoning in the District varies a bit, but it's mostly all low density residential (either R4 or R5) with a few variations of C1 and C 2 commercial overlays along Westchester Avenue and some corner properties along Castle Hill Avenue.

2. COMMERCIAL/RETAIL

Of the District's 97 properties, 94 are partially, or wholly commercial, with ground-floor retail use, some second-floor residential space. There are two six-story apartment buildings with commercial occupancy at grade level. The current vacancy rate of the District is less than 10%.

The District is overwhelmingly commercial retail with a few national eateries and only one large business, Planet Fitness—a gym. There are four banks: Ponce Bank, Popular Bank, Citibank and JP Morgan Chase. There is no industry and no large employers in the vicinity of the District.

3. RESIDENTIAL

There is one property in the District that is wholly residential. Thirty-six properties have some residential use mixed with retail and/or commercial use.

4. NOT-FOR-PROFIT, INSTITUTIONS AND PUBLIC

Within the District's boundaries are the Crossroads Tabernacle, the Bronx Church of God, FDNY 64/Ladder Co. 47, and The US Post Office.

5. TRANSPORTATION

The area is served by seven bus lines: BX4, BX5, BX22, BX36, BX39, BXM8, and the Q44 SBS, all of which have stops within the District. The #6 subway has a service stop at Castle Hill Avenue and Westchester Avenue. The Bruckner Expressway and the Cross Bronx Expressway run through the neighborhood.

III. PROPOSED SERVICES

A. DESCRIPTION OF SERVICES

The services to be provided pursuant to this Plan (the “Services”) shall include any services required for the enjoyment, protection, and general welfare of the public; the promotion and enhancement of the District; and the representation of the District for needs identified by its members. The Services shall not take the place of, but will supplement those services provided by the City of New York on a citywide basis. The Services shall be performed under the direction of the Castle Hill BID District Management Association (hereinafter “DMA”).

1. STREET MAINTENANCE

The maintenance program may be carried out in-house or it may be contracted out. The program may include, but shall not be limited to: manual sweeping and cleaning of sidewalks, curbs and gutters, emptying of pedestrian trash receptacles and liners, and preparing garbage pickup for the City, cleaning of graffiti from street furniture and ground level storefronts (including security gates); maintenance of street tree pits; snow removal in crosswalks, muni-meters, and bus shelters/stops. Posters will be removed and catch basins will receive special attention. Close coordination will be maintained with the New York City Sanitation Department, the local Community Board, and with private carters.

It is anticipated that uniformed maintenance personnel will work 6 days per week with 2 persons per shift. The program will include such equipment, supplies, insurance and uniforms as are required to deliver the services. The program may include such other services as are required from time to time to achieve a clean environment. The program will complement but will not replace City Sanitation services and private carting requirements.

2. MARKETING, PROMOTION & HOLIDAY LIGHTING

A District marketing and promotion program, including joint advertising, web site design and promotion, special events, festivals, and publications (such as business directories, maps, etc.) may be carried out. The purpose of the program is to increase

business activity for all retailers and businesses within the District. Holiday and seasonal decorations may include, but will not be limited to, the installation of ornaments and/or lighting in the District during holidays and the winter holiday season.

3. SECURITY

A security program may include, but shall not be limited to, unarmed patrol of the District, closed circuit surveillance of the District, creation and/or support of a Neighborhood Watch, and/or safety education programs. It is anticipated that security services may be undertaken on a part-time basis, primarily during the holiday shopping period and for special events, in the first year of operation and thereafter.

4. ECONOMIC DEVELOPMENT & NEW INITIATIVES

Economic development activities and new program initiatives may include, but shall not be limited to, operating business attraction and retention programs, operating a storefront improvement program, creating tourism links, encouraging the development of cultural entities, hiring a development consultant to identify and secure additional financial resources, hiring a transportation consultant to identify potential transportation improvements, and development of a space bank for the enhancement of appropriate retail mix solutions for the District.

5. ADMINISTRATION

Administration of the District shall be by a salaried staff (the "Staff"), which will include an Executive Director, and may include a community liaison, clerical and bookkeeping support, and other special staff and/or consultants that the Board of Directors may, from time to time, deem necessary. The Executive Director will oversee District Services and Improvements (hereinafter defined) as directed by the DMA Board of Directors for the benefit of the District constituency. The Executive Director will serve as spokesperson for the District's owners and tenants collectively and individually, as authorized by the Business Improvement District's Board of Directors and with the permission of the individual owner or tenant. Administration expenses may also include office rental, utility expense, equipment, supplies, insurance, postage and newsletters. Legal and accounting services will be contracted on an as-needed basis. When possible, in-kind services will be used.

6. ADDITIONAL SERVICES

Subject to any approvals and controls that may be required by a City agency having jurisdiction thereof, and in addition to the approval of the Board of Directors of the DMA, in subsequent

years the District may approve such additional services as are permitted by law.

B. IMPLEMENTATION

It is anticipated that the DMA will commence most Services during the first Contract Year (hereinafter defined).

C. GENERAL PROVISIONS

1. All Services shall be in addition to (and not in substitution for) required and customary municipal services provided by the City on a citywide basis. Benchmarks for existing City services will be developed and monitored by the DMA.
2. All Services need not be performed in every contract year.
3. The staff and/or subcontractors of the DMA may render such administrative services as are needed to support performance of the Services.
4. In the event that in any given contract year the sources of funding as hereinafter described do not in the aggregate produce revenue equal to the Total Annual Budget Amount (hereinafter defined) for such contract year, the DMA may, subject to the Contract (hereinafter defined), forego providing one or more or all Services in order to have revenues sufficient to pay debt service required in the Budget (hereinafter defined) for such Contract Year.

IV. PROPOSED IMPROVEMENTS

A. IMPROVEMENTS

The improvements (the “Improvements”) to be provided pursuant to this Plan, may include, but are not limited to, the following, provided that any Improvements that require review and approval by an appropriate city agency shall be submitted to that city agency and to the affected Community Board prior to undertaking any Improvement.

1. Sidewalk amenities to identify, enhance and beautify the District include the following proposals:
 - a. Sidewalk plantings, trees, shrubs and flowers in tubs, at grade or above ground level.
 - b. Sidewalk logos, banners, medallions and/or plaques identifying the area as the “Castle Hill Business Improvement District.”
2. Street and sidewalk amenities to improve pedestrian circulation and safety, which may include but not be limited to:
 - a. Surveillance cameras and monitoring equipment
 - b. Trash receptacles
 - c. Light poles
 - d. Street telephones and/or WIFI hot spots
 - e. Signage and key building identification

- f. Banners and/or medallions
- g. Benches and/or street furniture
- h. Parking facilities
- i. Shelters, information boards and kiosks
- j. Street, bus and subway modes identification
- k. Stages and/or facilities for special events

B. IMPLEMENTATION SCHEDULE

The Improvements may be implemented on an as-needed basis.

C. GENERAL PROVISIONS

- 1. All Improvements shall be in addition to, and not in substitution for, required and customary municipal improvements provided by the City on a citywide basis, benchmarks for which are presently being studied and recorded.
- 2. The staff and/or subcontractors of the DMA may render such administrative services as are needed to support installation of the Improvements.

V.

PROPOSED SOURCES OF FUNDING

A. SOURCES OF FUNDING IN GENERAL

The proposed sources of funding for all i) Services, ii) Improvements, iii) proceeds arising from indebtedness as permitted pursuant to paragraph D herein below, and iv) administrative costs necessary to support the program contemplated under this Plan shall be the sources of funding described in paragraphs B through G (inclusive). Subject to requirements of the Law, the DMA may apply all monies derived from the sources of funding permitted herein to fund any expenditure permitted under this Plan.

B. SOURCES OF FUNDING: ASSESSMENTS

The DMA may enter into a Contract for the purpose of having the City levy and collect and then disburse to the DMA, assessments with respect to the Benefited Properties (hereinafter defined). Such Assessments, as described herein below, shall be defined as “Assessments” (hereinafter defined).

1. GENERAL

To defray the costs of Services and Improvements in the District, as herein before defined, all real property in the District shall be assessed in proportion to the benefit such property receives from the Services and Improvements. Each property shall be assessed an amount, that when totaled together with amounts for other properties in the District, shall yield an amount sufficient to meet the District’s annual budget as determined by the DMA.

The amounts, exclusive of debt service, assessed and levied in a given year against the Benefited Properties as Assessments, may not exceed 20% of the total general city taxes levied in that year against the benefitted properties.

2. SPECIFIC FORMULA

All properties as classified in the most recent New York City tax rolls and as described below as Classes A, B, C, and D will be assessed on current calculations as follows (notwithstanding the below definitions, all property within the District which is free from existing property taxes may enter into an agreement with the BID to pay an equivalent amount equal to the Assessment of a Class A property):

Class A: Retail/Commercial/Professional

All properties within the District devoted in whole or in part to retail, commercial or professional use shall be assessed at a first year rate anticipated to be not more than \$55.00 per linear front foot (FF). Properties on corners will be charged according to the frontage along Castle Hill Avenue or Westchester Avenue. Corner properties intersecting Castle Hill Avenue and Westchester Avenue shall be assessed on the longest frontage. Commercial condominiums within the same building shall apportion the BID Assessment proportionally based on frontage, using their square footage to determine proportion. In addition, all properties in Class A located on corner lots shall be assessed an additional \$300.00 per corner.

Class A FF Rate =

$$\frac{[(\text{Assessment}) - (\text{Total Class A Corner Fee} + \text{Total Class B Corner Fee} + \text{Total Class D Corner Fee}) - (\text{Total Class C Assessment})]}{[\text{Total Class A FF} + \text{Total Class B FF} + \text{Total Class D FF}]}$$

The “Class A FF Rate” from above will be inserted into the following formula to determine the unique assessment for an individual Class A property:

$$\text{Individual } \underline{\text{Class A}} \text{ assessment} = [(\underline{\text{Class A FF Rate}}) \times (\text{Individual Property FF})] + \text{Corner Fee where applicable}$$

Class B: Parking Lot/Garage

All parking lots attached to the Class A properties to accommodate customers, or independent parking lots shall be assessed in the same manner as those properties listed as Class A properties. In addition, all properties in Class B located on corner lots shall be assessed an additional \$300.00 per corner.

Class C: Residential

All properties devoted in whole to residential uses, including residential condominiums, shall be assessed at one dollar (\$1.00) per year.

Class D: Vacant Parcel

All vacant parcels shall be assessed in the same manner as Class A properties. In addition, all properties in Class C located on corner lots shall be assessed an additional \$300.00 per corner.

Class E: Not-for-Profit and Government

Government and not-for-profit owned property devoted entirely to public or not-for-profit use shall be exempt from District assessment. Government or not-for-profit owned properties devoted in whole or in part to commercial or for-profit uses shall constitute Class A property and the portion devoted to commercial/for-profit uses shall be assessed in the same manner as those properties listed as Class A properties.

Limitations on Assessment:

The amount, exclusive of debt service, assessed and levied in any given year against the Benefited Properties, as assessed, shall not exceed 20% of the total general City real property tax levied in that year against the Benefited Properties.

C. Source of Funding: Donations

The DMA may accept grants and donations from private institutions, the City, other public agencies, corporations, partnerships or individuals and from other not-for-profit agencies.

D. Source of Funding: Borrowings

1. Subject to subparagraphs 2 and 3 immediately herein below, and subject to the approval of its Board of Directors, the DMA may borrow money from private lending institutions, the City, other public entities, individuals, firms, corporations or partnerships and other not-for-profit organizations for the purposes of funding operations or financing the costs of improvements.

2. The use of monies received by the DMA from the City or from any other public entity, whether in the form of a grant or as proceeds from a loan, shall be subject to (i) all statutory requirements applicable to the expenditure and use of such monies, and (ii) any contractual agreements imposed by the City (whether pursuant to the Contract or otherwise) or by any other public entity, as the case may be.

3. Any loans which the DMA may enter into as borrower shall be subject to Section 6 of this Plan.

E. Source of Funding: Charges for User Rights

The DMA may undertake or permit commercial activities or other private uses of the streets or other parts of the District in which the City has any real property interest (the “User Rights”), provided, however, that (i) the User Rights to be so undertaken or permitted by the DMA shall have been set forth in this Plan or authorized for licensing or granting by the City to the DMA in a Local Law adopted by the City Council and (ii) licensed or granted to the DMA by the City, and (iii) authorized by the appropriate City agency having jurisdiction thereof. Once so granted or licensed, the User Rights in question shall be undertaken or permitted by the DMA in such a manner as to conform to the requirements, if any, set forth in the Plan or the aforesaid Local Law with respect to User Rights, and conform to the requirements authorized by the appropriate City agency having jurisdiction thereof. Such requirements may include but shall not be limited to:

- (i) requirements as to what consideration the DMA shall pay to the City for the grant and/or license in question;
- (ii) requirements as to whether and how the DMA may permit others to undertake the User Rights in question pursuant to a sub-grant or sub-license;
- (iii) requirements as to what charges the DMA may impose upon other persons as consideration for such sub-grant or sub-license; and
- (iv) requirements as to the general regulation of the User Rights by whomsoever undertaken.

Subject to the approval and control of the foregoing, the DMA may undertake or permit the following User Rights:

- 1. Taxi Stand Kiosks
- 2. Information and Promotion Kiosks
- 3. News Racks
- 4. Such other User Rights as may be appropriate to the District.

F. Source of Funding: Other

The DMA may derive revenues from any other sources of funding not heretofore mentioned as are permitted by law.

G. Assignment of Funding

The DMA may assign revenues from the sources of funding described in paragraphs A, B, C, D, E and F of this Section 5 for the purpose of securing loans which the DMA may enter into pursuant to paragraph D of this Section 5; such assignments are subject to the requirements of Section 6 of this Plan.

VI. PROPOSED EXPENDITURES: ANNUAL BUDGETS

A. TOTAL ANNUAL EXPENDITURES and MAXIMUM COST OF IMPROVEMENTS

The total amount proposed to be expended by the DMA for Improvements, if any, Services and operations for the first Contract Year is \$300,000, as more fully set forth in Subsection B of this Section VI.

The total, as proposed to be expended by the DMA, for any subsequent Contract Year shall not be greater than the aggregate amount of all monies which the DMA may collect for the Contract Year in question from all funding sources permitted under Section V of this Plan. During the existence of the BID, the maximum cost of the Improvements, if any, will not exceed \$3,900,000.

B. ANNUAL BUDGET

CASTLE HILL BID BUDGET

(PROJECTED EXPENSES ARE FOR A FIRST FULL FISCAL YEAR)

MARKETING, ADVERTISING, & PROMOTIONAL ACTIVITIES

MARKETING/ADVERTISING.....	\$50,000
PROGRAMS AND EVENTS.....	\$12,000
HOLIDAY LIGHTS.....	\$21,000
TOTAL	\$83,000

SERVICES

SANITATION (6 DAYS/2 WORKERS) & MONTHLY GRAFFITI REMOVAL	\$94,750
TOTAL.....	\$94,750

LEGAL / ACCOUNTING, LIABILITY INSURANCE

LEGAL/ACCOUNTING EXPENSES.....	\$3,000
LIABILITY INSURANCE.....	\$2,250

GRANT FILING COSTS & FEES.....	\$2,000
MEETING COSTS/CONFERENCE FEES.....	\$2,000
TOTAL.....	\$9,250

PERSONNEL EXPENSES

SALARY (1 BID Administrator)	\$65,000
DISABILITY INSURANCE.....	\$150
WORKERS COMPENSATION.....	\$400
HEALTH INSURANCE.....	\$10,000
TOTAL	\$75,550

OFFICE EXPENSES

RENT.....	\$18,000
COMMUNICATIONS (PHONE, INTERNET, FAX, POSTAGE)	\$5,000
SUPPLIES (PAPER, PENS, INK CARTRIDGES, FURNITURE, ETC.)	\$7,000
PURCHASE OF COMPUTER, PRINTER, FAX.....	\$3,200
ELECTRIC.....	\$1,800
TOTAL.....	\$35,000

MISCELLANEOUS

MISCELLANEOUS EXPENSES.....	\$2,450
TOTAL.....	\$2,450

TOTAL EXPENSES.....\$300,000

C. SUBSEQUENT BUDGETS

VII.

The DMA shall establish for each Contract Year after the first Contract Year, a proposed budget of expenditures. Such proposed budget shall (with respect to the Contract Years to which they respectively apply): i) reasonably itemize the purposes for which monies are proposed to be expended by the DMA; ii) specify the amount, if any, proposed to be expended by the DMA for debt service, and: iii) set forth the total amount to be expended (the “Total Annual Budget Amount”). A proposed budget, whether for the first Contract Year or for a subsequent Contract Year, shall be referred to as a “Budget.”

A. GENERAL PROVISIONS

1. The DMA shall make no expenditure of monies other than in accordance with and pursuant to: i) a Budget for which a Total Annual Budget Amount has been approved by the City and the Directors of the DMA; ii) any provisions in the Contract providing for the satisfaction of outstanding obligations of the DMA; or iii) any provisions in the Contract provided in the Budget for, but expended in, a previous Contract year.

2. The Total Annual Budget Amount shall not exceed the maximum total and annual amount which the DMA may expend for the Contract Year in question pursuant to paragraph A of this Section VI.
3. The Total Annual Budget Amount shall not be less than the amount needed to satisfy the DMA's debt service obligations for the Contract Year in question.
4. Subject to the DMA's need to satisfy its debt service obligations for the Contract Year in question, the DMA may revise the itemizations within any Budget.
5. In the event that in any given Contract Year the sources of funding do not in the aggregate produce revenues equal to the Total Annual Budget Amount for such Contract Year, the DMA may, subject to the Contract, forego some or all of the non-debt service expenditures as are provided for in the Budget in question in order to have revenues sufficient to pay the debt service provided for in such Budget.
6. In the event the DMA needs to reallocate its non-debt service expenditures for the Contract Year in question, and provided further, that any debt service has been provided for, the DMA may revise the itemizations within any Budget to accomplish such goal.

VIII. BENEFITED PROPERTIES

The providing of Services and Improvements shall benefit all properties within the District (the "Benefited Properties"). The Benefited Properties are described by the District Map (Exhibit A) and tax block and lots indicated in Exhibit B (attached).

IX. DISTRICT MANAGEMENT ASSOCIATION

The DMA established for the Castle Hill Improvement District (the "BID") shall be incorporated under Section 402 of the New York State Not-For-Profit Corporation Law. The DMA shall be organized for the purpose of executing the responsibilities of a DMA as set forth in the Law. Furthermore, the DMA shall carry out the activities prescribed in the Plan and shall promote and support the District.

The DMA shall be organized exclusively for purposes as specified in Section 501 c of the Internal Revenue Code of 1986, as amended.

The DMA shall have four classes of voting membership and one class of non-voting membership. The voting classes are composed of i) owners of real property within the District, ii) commercial tenants leasing space within the District, iii) residential tenants leasing space (including proprietary leases) within the District, and iv) public representatives. The non-voting class shall include community board representatives and may include others with an interest in the welfare of the District.

Each voting class shall elect members of the Board of Directors in the manner prescribed in the By-Laws of the Corporation. The Board of Directors shall include representatives of owners of record of real property located within the District (which shall constitute a majority of the Board), representatives of both commercial and residential tenants (including proprietary leases) leasing space in the buildings within the District, and one member appointed by each of the following public officials: the Mayor of the City, the Comptroller of the City, the Borough president of the Bronx, and the City Councilmember of Bronx District 18. The Community Board Chairpersons or designated representatives shall serve in a non-voting capacity.

X. USER RIGHTS

A. USER RIGHTS: GENERAL

The DMA may undertake or permit commercial activities or other private uses of the streets or other parts of the District in which the City has any real property interest (the “User Rights”), provided however that the User Rights to be so undertaken or permitted by the DMA shall have been: i) set forth in this Plan or authorized for licensing or granting by the City Council, and ii) licensed or granted to the DMA by the City pursuant to the Contract, and iii) authorized by the appropriate City agency having jurisdiction thereof. Once so granted or licensed, the User Rights in question shall be undertaken or permitted by the DMA in such a manner as to conform to the requirements, if any, set forth in this Plan or the aforesaid Local Law with respect to User Rights, and conform to the requirements authorized by the appropriate city agency having jurisdiction thereof. Such requirements may include but shall not be limited to: i) requirements as to what consideration the DMA shall pay to the City for the grant and/or license in question; ii) requirements as to whether and how the DMA may permit other persons to undertake the User Rights in question pursuant to a sub-grant or sub-license; iii) requirements as to what charges the DMA may impose upon other persons as consideration for sub-grant or sub-license, and iv) requirements as to the general regulations of the User Rights by whomsoever undertaken.

B. USER RIGHTS: PROPOSED

Subject to the approval and control of the appropriate City Agency and/or subject to any requirements set forth in any Contract, the DMA may undertake to permit the following User Rights, subject to the requirements set forth in the Contract:

1. Any marketing or beautification program that makes use of the NYC Department of Transportation light poles or fixtures
2. Information and promotion kiosks
3. Newsstands
4. News boxes
5. User rights not specifically granted may be authorized with prior written approval of the Deputy Commissioner of Neighborhood Development of the NYC Department of Small Business Services.

XI. REGULATIONS

The rules and regulations proposed for governing the operation of the District and the provision of Services and Improvements by the DMA (the “Regulations”) are set forth herein below.

1. The DMA shall obligate itself to provide the Services and Improvements in a Contract or Contracts into which both the DMA and the City shall enter (collectively, “the Contract”) for a specified term (each year of the Contract term to be defined as a “Contract Year”). The City shall, pursuant to the terms, conditions and requirements of the Contract, levy, collect and disburse to the DMA the Assessments. Such disbursements shall be made in accordance with general procedures for the payment of other City expenditures.
2. The DMA shall comply with all terms, conditions and requirements that are i) elsewhere set forth in this Plan, and ii) that are set forth in the Contract and in any other Contracts into which both the DMA and the City may enter, and iii) shall comply with all terms, conditions and requirements set forth by the appropriate City agency which is required to give its approval.
3. The DMA shall let any sub-contracts that it intends to enter into in connection with providing the Services and/or the Improvements.

XI. GLOSSARY OF TERMS

<i>Terms</i>	<i>Definition Location</i>
Assessments	V-B
Benefited Properties	VIII
Budget	VI
City	I
District	I

District Management Association	IX
District Map	I
Improvements	IV
Law	I
Plan	I
Services	III
Total Annual Budget	VI-B
User Rights	X

Exhibit A: MAP OF DISTRICT



Exhibit B: MAYORAL LETTER OF AUTHORIZATION



THE CITY OF NEW YORK
OFFICE OF THE MAYOR
NEW YORK, N.Y. 10007

July 22, 2021

Mr. Jonnet Doris
Commissioner
Department of Small Business Services
1 Liberty Plaza, 11th Floor
New York, NY 10006

Dear Commissioner Doris:

Pursuant to Section 25-405(a) of the Administrative Code of the City of New York, I hereby authorize the preparation of a district plan for the establishment of the Castle Hill Business Improvement District (BID), located in the Borough of the Bronx. The proposed boundaries and sponsor organization for the proposed BID are as follows:

- Proposed Boundaries: The District includes properties along both sides of Castle Hill Avenue from the Cross Bronx Expressway to Manning Street, and along both sides of Westchester Avenue from Olmstead Avenue to just past Giebe Avenue.
- Sponsor Organization: Castle Hill BID Formation Steering Committee

The Department of Small Business Services shall prepare the District Plan pursuant to authority granted by Section 25-405(a) of this law.

The authorization shall take effect immediately.

Sincerely,

Bill de Blasio
Mayor

- cc: Hon. Corey Johnson, Speaker of the City Council
Hon. Daniel Dromi, Chair of the City Council Finance Committee
Hon. Ruben Diaz Jr., Bronx Borough President
Hon. Members of the New York City Council
Vicki Been, Deputy Mayor for Housing and Economic Development
Jonnet Doris, Commissioner, Department of Small Business Services
Jackie Mallon, First Deputy Commissioner, Department of Small Business Services
Michael Blaise Backer, Deputy Commissioner, Department of Small Business Services
Calvin T. Brown, Assistant Commissioner, Department of Small Business Services
Nicole Perry, Chief of Staff, Department of Small Business Services
Roxanne Earley, BID Program Director, Department of Small Business Services

Exhibit C: TAX BLOCKS, LOTS AND CLASS OF BENEFITED PROPERTIES

BLOCK	LOT	CLASS	PROPERTY ADDRESS
3819	1	A	2200 Powell Avenue
			1130 Castle Hill Avenue
			1132 Castle Hill Avenue
			1134 Castle Hill Avenue
			1136 Castle Hill Avenue
			1140 Castle Hill Avenue
			1142 Castle Hill Avenue
			1142-A Castle Hill Avenue
			1144 Castle Hill Avenue
			1146 Castle Hill Avenue
			1148 Castle Hill Avenue
			1150 Castle Hill Avenue
			1150-A Castle Hill Avenue
			1152 Castle Hill Avenue
			1152-54 Castle Hill Avenue
			1156 Castle Hill Avenue
3810	82	A	1141 Castle Hill Avenue
			1141 Castle Hill Avenue
3811	41	A	1167 Castle Hill Avenue
			1161 Castle Hill Avenue
			1163 Castle Hill Avenue
			1165 Castle Hill Avenue
			1167 Castle Hill Avenue
			1171 Castle Hill Avenue
			1175 Castle Hill Avenue
3811	36	A	1177 Castle Hill Avenue
			1179 Castle Hill Avenue
			1181 Castle Hill Avenue
			1183 Castle Hill Avenue
			1189 Castle Hill Avenue
			1191 Castle Hill Avenue
			2170 Gleason Avenue
			2168 Gleason Avenue
3820	1	A	1160 Castle Hill Avenue
			1160 Castle Hill Avenue
			1164 Castle Hill Avenue
			1166 Castle Hill Avenue
			1168 Castle Hill Avenue
3820	5	A	1170 Castle Hill Avenue
			1170 Castle Hill Avenue
BLOCK	LOT	CLASS	PROPERTY ADDRESS

3820	9	A	1190 Castle Hill Avenue
			1178 Castle Hill Avenue
3812	46	A	1201 Castle Hill Avenue
			PROPERTY ADDRESS
			1201 Castle Hill Avenue
			1203 Castle Hill Avenue
			1205 Castle Hill Avenue
			1207 Castle Hill Avenue
3812	45	A	1211-A Castle Hill Avenue
			1211-A Castle Hill Avenue
3812	44	A	1211 Castle Hill Avenue
			1211 Castle Hill Avenue
3812	43	A	1213 Castle Hill Avenue
			1213 Castle Hill Avenue
3812	42	A	1217 Castle Hill Avenue
			1217 Castle Hill Avenue
			1217 Castle Hill Ave., 2nd Fl.
3812	40	A	1219 Castle Hill Avenue
			1219-A Castle Hill Ave.
			1219 Castle Hill Avenue
			2168-C Ellis Avenue
			2168-B Ellis Avenue
			2168-A Ellis Avenue
3821	1	A	1200 Castle Hill Avenue
			1200 Castle Hill Avenue
3821	3	A	1204 Castle Hill Avenue
			1204 Castle Hill Avenue
3821	4	A	1206 Castle Hill Avenue
			1206 Castle Hill Avenue
3821	91	E	1208 Castle Hill Avenue
			1208 Castle Hill Avenue
3821	5	A	1210 Castle Hill Avenue
			1210 Castle Hill Avenue
3821	6	A	1212 Castle Hill Avenue
			1212 Castle Hill Avenue
3821	7	A	1220 Castle Hill Avenue
			1220 Castle Hill Avenue
3813	49	A	1229 Castle Hill Avenue
			1229 Castle Hill Avenue
			1231 Castle Hill Avenue
			1233 Castle Hill Avenue
			1235 Castle Hill Avenue
3813	48	A	1237 Castle Hill Avenue
			1237 Castle Hill Avenue
3813	47	A	1239 Castle Hill Avenue
			1239 Castle Hill Avenue
BLOCK	LOT	CLASS	PROPERTY ADDRESS
3813	42	A	1255 Castle Hill Avenue

			1241-45 Castle Hill Ave.
			1247 Castle Hill Avenue
			1253 Castle Hill Avenue
			1255 Castle Hill Avenue
3822	1	A	1230 Castle Hill Avenue
			1230 Castle Hill Avenue
3822	2	A	1232 Castle Hill Avenue
			1232 Castle Hill Avenue
3822	3	A	1234 Castle Hill Avenue
			1234 Castle Hill Avenue
3822	4	A	1236 Castle Hill Avenue
			1236 Castle Hill Avenue
3822	5	A	1238 Castle Hill Avenue
			1238 Castle Hill Avenue
3822	6	A	1240 Castle Hill Avenue
			1240 Castle Hill Avenue
3822	7	A	1242 Castle Hill Avenue
			1242 Castle Hill Avenue
3822	8	A	1244 Castle Hill Avenue
			1244 Castle Hill Avenue
3822	9	A	1246 Castle Hill Avenue
			1246 Castle Hill Avenue
3822	10	A	1248 Castle Hill Avenue
			1248 Castle Hill Avenue
			1248 Castle Hill Ave., 2nd Fl.
			2206 Newbold Avenue
3814	55	A	1261 Castle Hill Avenue
			1261 Castle Hill Avenue
			1265 Castle Hill Avenue
3814	46	A	1267 Castle Hill Avenue
			1269 Castle Hill Avenue
			1273 Castle Hill Avenue
			1275 Castle Hill Avenue
			1277 Castle Hill Avenue
			1279 Castle Hill Avenue
			1283 Castle Hill Avenue
			1285/87 Castle Hill Ave.
			2172 Westchester Ave.
			2170 Westchester Ave.
3814	45	A	2168 Westchester Ave.
			2168 Westchester Ave.
			2168-A Westchester Ave.
3814	42	A	2166 Westchester Ave.
			2166-A Westchester Ave.
			2166 Westchester Ave.
3814	41	A	2162 Westchester Ave.
BLOCK	LOT	CLASS	PROPERTY ADDRESS
			2164-A Westchester Ave.
			2164 Westchester Ave.

			2162 Westchester Ave.
3814	39	A	2160 Westchester Ave.
			2160 Westchester Ave.
			2160 Westchester Ave. 2nd Fl.
			2158 Westchester Ave.
			2156 Westchester Ave.
3814	37	A	2154 Westchester Ave.
			2154 Westchester Ave.
3814	36	A	2152 Westchester Ave.
			2152-B Westchester Ave.
			2152 Westchester Ave.
3814	35	A	2150 Westchester Ave.
			2150 Westchester Ave.
3814	34	A	2148 Westchester Ave.
			2148 Westchester Ave.
3814	29	A	2138 Westchester Ave.
			2140 Westchester Ave.
3814	24	A	2134 Westchester Ave.
			2136 Westchester Ave.
			2134 Westchester Ave.
			2130 Westchester Ave.
3814	22	A	2128 Westchester Ave.
			2128 Westchester Ave.
			2128-A Westchester Ave.
3814	20	A	2126 Westchester Ave.
			2126 Westchester Ave.
			2122-B Westchester Ave.
			2122-A Westchester Ave.
3814	17	A	2114 Westchester Ave.
			2118 Westchester Ave.
			2112 Westchester Ave.
			2100-A Westchester Avenue
3814	10	A	2100 Westchester Ave.
			2100 Westchester Ave.
3823	88	A	1250 Castle Hill Avenue
			1250 Castle Hill Avenue
			1252 Castle Hill Avenue
			1254 Castle Hill Avenue
			1258 Castle Hill Avenue
			1260 Castle Hill Avenue
3823	1	A	1262 Castle Hill Avenue
			1262 Castle Hill Avenue
			1264 Castle Hill Avenue
			1268 Castle Hill Avenue
			1270 Castle Hill Avenue
			1272 Castle Hill Avenue
BLOCK	LOT	CLASS	PROPEERTY ADDRESS
			1274 Castle Hill Avenue
			1276 Castle Hill Avenue
			1278 Castle Hill Avenue

			2200 Westchester Ave.
3823	5	A	2210 Westchester Ave.
			2210-2212 Westchester Ave.
			2214 Westchester Ave.
			2216 Westchester Ave.
3823	7	A	2244 Westchester Ave.
			2244 Westchester Ave.
3823	27	A	2246 Westchester Ave.
			2246 Westchester Ave.
3823	28	A	2248 Westchester Ave.
			2248 Westchester Ave.
3823	29	A	2250 Westchester Ave.
			2250 Westchester Ave.
3823	100	A	2252 Westchester Ave.
			2252 Westchester Ave.
3823	30	A	2254 Westchester Ave.
			2254 Westchester Ave.
3934	1	A	2135 Westchester Ave.
3964	56	A	2255 Westchester Ave.
3964	54	A	2257 Westchester Ave.
3964	53	A	2259 Westchester Ave.
3963	57	A	2241 Westchester Avenue
			2241 Westchester Ave. 2nd Fl.
			2245 Westchester Avenue
			2245-D Westchester Avenue
			2245-B Westchester Ave.
			2245 Westchester Ave.
			2243 Westchester Avenue
			2241-D Westchester Ave.
			2241 Westchester Ave.
			2241-B Westchester Ave.
			2241 Westchester Avenue
3963	64	A	2227 Westchester Avenue
			2229-31 Westchester Avenue
			2227 Westchester Avenue
3963	66	A	2217 Westchester Avenue
			2217-25 Westchester Avenue
3963	71	A	2215 Westchester Avenue
			2215 Westchester Avenue
BLOCK	LOT	CLASS	PROPERTY ADDRESS
			2215 Westchester Ave. 2nd Fl.
			2213 Westchester Avenue
3963	1	D	2211 Westchester Avenue
			2211-A Westchester Ave.

			2211 Westchester Avenue
			2201 Westchester Avenue
			1300 Castle Hill Avenue
			1304 Castle Hill Avenue
			1306 Castle Hill Avenue
			1310 Castle Hill Avenue
			1312 Castle Hill Avenue
3963	10	E	1328 Castle Hill Avenue
			1320 Castle Hill Avenue
3963	18	A	1362 Castle Hill Avenue
			1362 Castle Hill Avenue
			1368 Castle Hill Avenue
			1370-A Castle Hill Avenue
			1370-B Castle Hill Avenue
			1374 Castle Hill Avenue
			1382 Castle Hill Avenue
3966	1	A	1400 Castle Hill Avenue
			2207 Lyon Avenue
			2205 Lyon Avenue
			2203 Lyon Avenue
			1400 Castle Hill Avenue
3966	2	A	1402 Castle Hill Avenue
			1402 Castle Hill Avenue
3966	3	A	1404 Castle Hill Avenue
			1404 Castle Hill Avenue
3966	4	A	1406 Castle Hill Avenue
			1406 Castle Hill Avenue
3966	5	A	1408 Castle Hill Avenue
			1408 Castle Hill Avenue
3966	8	D	2200 Starling Avenue
3967	1	A	1500 Castle Hill Avenue
			1500 Castle Hill Avenue
3967	3	A	1506 Castle Hill Avenue
			1504 Castle Hill Avenue
			1506 Castle Hill Ave. 2nd Fl.
			1506-A Castle Hill Ave.
			1506-A Castle Hill Ave.
3967	5	A	1510 Castle Hill Avenue
			1510 Castle Hill Avenue
			1510-A Castle Hill Avenue
			1512 Castle Hill Avenue
			1512 Castle Hill Avenue
BLOCK	LOT	CLASS	PROPERTY ADDRESS
			1514 Castle Hill Avenue
			1516 Castle Hill Avenue
3948	47	A	1501 Castle Hill Avenue
			2181 Starling Ave

			2181 Starling Avenue
3948	45	A	1509 Castle Hill Avenue
			1509 Castle Hill Avenue
3948	44	C	1511 Castle Hill Avenue
			1511 Castle Hill Avenue
3948	43	A	1513 Castle Hill Avenue
			1513 Castle Hill Avenue
3948	42	A	1515 Castle Hill Avenue
			1515 Castle Hill Avenue
3948	40	A	1519 Castle Hill Avenue
			1519 Castle Hill Avenue
3935	10	A	2151 Westchester Avenue
			2151 Westchester Avenue
3935	9	A	2153 Westchester Avenue
			2153 Westchester Avenue
3935	8	A	2167 Westchester Avenue
			2167 Westchester Avenue
3935	1	A	1301 Castle Hill Avenue
			2175 Westchester Avenue
			2179 Westchester Avenue
			2197 Westchester Avenue
			2199 Westchester Avenue
			1301 Castle Hill Avenue
			1303 Castle Hill Avenue
			1309 Castle Hill Avenue
			1311 Castle Hill Avenue
			1315 Castle Hill Avenue
			1317 Castle Hill Avenue
3935	75	A	1321 Castle Hill Avenue
			1321 Castle Hill Avenue
3935	74	A	1323 Castle Hill Avenue
			1323 Castle Hill Avenue
3935	73	A	1325 Castle Hill Avenue
			1325 Castle Hill Ave. 2nd Fl.
			1325 Castle Hill Avenue
3935	70	A	1327 Castle Hill Avenue
			1327 Castle Hill Avenue
			1331 Castle Hill Avenue
3935	64	A	1337 Castle Hill Avenue
			1345 Castle Hill Avenue
3935	58	D	1353 Castle Hill Avenue
			1357 Castle Hill Avenue
			1359 Castle Hill Avenue
BLOCK	LOT	CLASS	PROPERTY ADDRESS
			1361 Castle Hill Avenue
			1363 Castle Hill Avenue
			1365 Castle Hill Avenue
			1367 Castle Hill Avenue
3935	56	A	1371 Castle Hill Avenue
			1371 Castle Hill Avenue

			1375 Castle Hill Avenue
3935	53	A	1381 Castle Hill Avenue
			1381 Castle Hill Avenue
			1385 Castle Hill Avenue
			1387 Castle Hill Avenue
			1387 Castle Hill Avenue
			1387 Castle Hill Ave.

Exhibit D: LAND USE MAP

Exhibit D - Land Use Map

