

West 108th Street WSFSSH Development

Meeting Protocol for the Public Scoping Meeting on the Draft Scope of Work for a targeted Draft Environmental Impact Statement

As per Section 5.07 of the Rules of Procedure for City Environmental Quality Review (CEQR), as adopted June 26, 1991, the following will serve as guideline to participation in a public scoping meeting for the preparation of a targeted Draft Environmental Impact Statement (DEIS).

The meeting chair will allow the public to comment in accordance with the rules described below.

- 1) The New York City Department of Housing Preservation and Development (HPD) is the lead agency for the proposal and will chair the scoping meeting.
- 2) All attendees of the scoping meeting will sign in on an attendance sheet, clearly printing their name, address, telephone number and affiliation.
- 3) Those members of the public wishing to give comments on the Draft Scope of Work will also need to fill out a "Request to Speak" card at the start of the meeting.
- 4) Opening remarks will be made by the lead agency, followed by introductions and a brief presentation of the Proposed Actions.
- 5) The lead agency and/or consultants, attorneys and representatives will provide a presentation of the proposal and an overview of the Draft Scope of Work for the DEIS.
- 6) Following the presentations, the lead agency will receive comments from elected officials, representatives of the involved and interested agencies, and community boards regarding methodologies and issues to be addressed in the DEIS.
- 7) After the conclusion of the discussions with the interested/involved agencies affected by the action(s) proposed, speaking time will be provided for the members of the public. The names on the duplicate "Request to Speak" cards will be called in order of appearance. Each individual will be allotted 3 minutes to state his/her comments to the lead agency regarding the issues to be addressed in the DEIS.
- 8) **Only comments on the CEQR Draft Scope of Work will be accepted.** No question and answer period regarding the ULURP application or Draft Scope of Work for the DEIS will be provided during the scoping meeting.
- 9) The lead agency will accept written comments on the Draft Scope of Work up to ten days following the scoping meeting.
- 10) All subsequent requests for information or comments on the Draft Scope of Work by interested or involved agencies, public officials or community boards shall be directed to HPD which will be responsible for transmission of such information, unless otherwise stated or discussed.
- 11) Prior to the issuance of the DEIS, the lead agency will issue a Final Scope of Work for the DEIS. The Director of Environmental Planning from HPD (identified below) is the designated recipient of all information pertaining to the preparation of the DEIS and will be identified during the scoping meeting. All interested and involved agencies are asked to submit any questions or comments regarding the CEQR application to the lead agency.

Lead Agency contact:

Aaron Werner, AICP, Director of Environmental Planning
New York City Department of Housing Preservation and Development
Office of Development – Building and Land Development Services
100 Gold Street, 7A-4, New York NY 10038
(212) 863-5953; werner@hpd.nyc.gov