



DEPARTMENT OF CITY PLANNING
CITY OF NEW YORK

ENVIRONMENTAL ASSESSMENT AND REVIEW DIVISION

Marisa Lago, *Chair*
Department of City Planning

Protocol for Public Scoping Meetings
NYC Department of City Planning
Environmental Assessment & Review Division

As per Section 5.07 of the Rules of Procedure for City Environmental Quality Review, as adopted June 26, 1991, the following will serve as guideline to participation in a public scoping meeting for the preparation of a draft environmental impact statement.

In light of the Governor's announcement on June 24, 2021 of the end of the State-declared state of emergency, and in support of the City's continued efforts to contain the spread of COVID-19, the public scoping meeting will be accessible both in person and remotely. The public scoping meeting will be held in person in the NYC City Planning Commission Hearing Room, Lower Concourse, 120 Broadway, New York, NY on August 23, 2021, at 2:00 PM. Per the allowable occupancy of the NYC City Planning Commission Hearing Room, no more than thirty-four members of the general public will be permitted in the space at any given time. All meeting attendees will be required to practice physical distancing and all attendees over the age of two who are medically able to tolerate a face covering will be required to wear a face covering, regardless of vaccination status.

Please do not attend this meeting in person if:

- **You have experienced any symptoms of COVID-19 within the past 10 days (a fever of 100.0 degrees Fahrenheit or greater, a new cough, new loss of taste or smell, or shortness of breath).**
- **You have tested positive for COVID-19 within the past 10 days.**
- **You have been in close contact (within 6 feet for at least 10 minutes over a 24-hour period) with anyone while they had COVID-19 within the past 10 days and are required to quarantine under existing CDC guidance (you have not had COVID-19 within the past 3 months, and you are not fully vaccinated).**

For instructions on how to join the public scoping meeting and to provide testimony remotely using a computer, tablet or smartphone, please visit the NYC Engage website: <https://www.nyc.gov/engage>

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Instructions on how to participate, as well as materials relating to the meeting, will be posted on the NYC Engage website in advance of the meeting, at least one hour prior to the meeting start time. To help the meeting host effectively manage members of the public who sign up to comment, those who do not wish to actively participate are invited to watch the online livestream or view the recording that will be posted online after the meeting has ended. The livestream link can be found on the above referenced NYC Engage website and will be made available on the day of the scoping meeting.

Please inform the Department of City Planning if you need a reasonable accommodation, such as a sign language interpreter, in order to participate in the meeting. Requests for a reasonable accommodation or foreign language assistance during the meeting should be emailed to AccessibilityInfo@planning.nyc.gov or made by calling 212-720-3508. Requests must be submitted at least ten business days before the meeting, by August 9, 2021.

Copies of the Draft Scope of Work and the Environmental Assessment Statement may also be obtained by contacting Deputy Director Shellooe at this address or by calling (212) 720-3328 or by emailing sshellooe@planning.nyc.gov. In addition, the Draft Scope of Work and scoping protocol will be made available for download at <https://www1.nyc.gov/site/planning/applicants/scoping-documents.page>.

Discussions regarding the scope of work will first be held between lead agency, applicant, interested and involved agencies. Following that discussion, the chair will allow the public to comment in accordance with the rules described below.

- The Environmental Assessment & Review Division, acting on behalf of the City Planning Commission (CPC) as the lead agency, will chair the scoping meeting.
- All attendees of the scoping meeting wishing to provide testimony will be asked to provide their name and affiliation (if any) through the registration process.
- Opening remarks will be made by the lead agency, followed by introductions.
- The applicant and/or consultants, attorneys and representatives will provide a presentation of the proposal and an overview of the draft scoping document. Potential impacts, proposed methodologies and assessments will also be discussed.
- Following the presentation, the lead agency will receive comments from the representatives of the involved and interested agencies, public officials and community boards regarding methodologies and issues to be addressed in the draft environmental impact statement. This group of speakers is not time limited.
- After the conclusion of the discussions with the interested/involved agencies, public officials and community boards that are coterminous with the geographic area directly affected by the action(s) proposed, speaking time will be provided for

the members of the public. The names will be called in the order received through the online registration process.

- Each individual will be allotted 3 minutes to state their concerns to the lead agency and applicant regarding the issues to be addressed in the draft environmental impact statement. If consecutive translation services are being used, the time will be extended to five minutes.
- Only CEQR scope of work items may be discussed. Only informational discussions regarding the ULURP application as it pertains to the CEQR scope of work will be permitted.
- The lead agency will accept written comments at the conclusion of the scoping meeting and for ten days thereafter. Written comments may be submitted by mail to NYC DCP, Environmental Assessment & Review Division, 120 Broadway, 31st Floor, NY, NY 10271 or via email to an email address to be announced during the meeting and available on DCP's scoping documents webpage.
- All subsequent requests for information or comments on the scope of work by interested or involved agencies, public officials or community boards shall be directed to the Environmental Assessment & Review Division for review, approval and transmission to the applicant and representatives. Any additional information or responses to requests for additional information will be sent by the applicant to the Environmental Assessment & Review division which will be responsible for transmission of such information, unless otherwise stated or discussed.
- The project manager and director of EARD are the designated recipients of all information pertaining to the preparation of the DEIS and will be named 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. To avoid confusion, there should be no direct contact/correspondence between involved and/or interested agencies and the private applicant, except as authorized by the lead agency.