

# SEQR Draft Scoping Document

## FOR THE PREPARATION OF A DRAFT ENVIRONMENTAL IMPACT STATEMENT

Name of Action: 208 Business Center  
Location of Action: Village of Monroe, Orange County, New York  
Date Adopted: To be filled in  
Lead Agency: Village of Monroe Planning Board  
7 Stage Road  
Monroe, NY 10950  
(845) 782-8341 Ext. 145

## INTRODUCTION

A Draft Environmental Impact Statement (DEIS) will be prepared in accordance with the requirements of 6 NYCRR Part 617.9, to assess the potentially significant adverse impacts of a proposed commercial development known as 208 Business Center. The proposed development site is located on NYS Route 208 and Gilbert Street in the Village of Monroe, Orange County, New York. This Scoping Document will serve as a guide to the contents of the DEIS. The DEIS is intended to address all of the potential impacts raised in this document.

The proposed 208 Business Center project was classified as a Type I Action. It is anticipated that the Planning Board will issue a Positive Declaration. In anticipation of the positive declaration this Draft Scoping Document is being prepared. Based on the Long EAF that was prepared for the project, the following impacts are anticipated for the project:

1. The proposed action would require construction activities and a new commercial use on land that is adjacent to a Town of Monroe Park. The development has the potential to impact noise and visual resources at the Park.
2. The proposed action includes construction activities adjacent to a Class B protected water body known as Orange and Rockland Lake. The discharge of stormwater runoff from developed areas on the site would be directed to the waterbody.
3. Traffic in the area of the project is already congested. The proposed project has the potential to significantly effect traffic operation levels in the surrounding area.
4. The project site has potential habitat for endangered bat species. Development of the project could impact that habitat.
5. The project has been identified as potentially sensitive for archeological resources. Development of the parcel has the potential to impact those resources.

6. The Village of Monroe Comprehensive Plan has identified the site as an aesthetic resource. The project has the potential to affect the visual esthetics of the site and surrounding area.

## PROJECT SCOPING

This Draft Scoping Document is submitted as the first step in the Scoping process. After review and acceptance by the Planning Board, a Final Scoping Document will be adopted as used as the document to guide in the preparation of a Draft Environmental Impact Statement.

## DESCRIPTION OF THE PROPOSED ACTION

The Sponsor proposes a new commercial building having an approximately 53,000 SF footprint situated on approximately five acres of land within the Village of Monroe GB Zoning District. The first floor is proposed to consist of approximately 50,500 SF of leasable space to be used for retail type uses with the balance of the first-floor area being common areas. The second floor is proposed to consist of an additional approximately 30,000 SF of leasable floor area for office use. Parking for approximately 287 vehicles together with loading areas are also proposed. The project will incorporate a lighting plan, landscaping plan and other amenities to include water, sewer and stormwater management infrastructure.

## GENERAL SCOPING CONSIDERATIONS

Unless otherwise directed by this Scoping Document, the specifications for environmental impact statements found in 6 NYCRR 617.9(b) apply to the content of the DEIS and are incorporated herein by reference. The DEIS will assemble relevant and material facts, evaluate reasonable alternatives, and will be written in plain language that can be easily read and understood by the public. Highly technical material will be summarized and, if it must be included in its entirety, referenced in the DEIS and included as an Appendix.

The DEIS will be written in the third person without use of the terms I, we, and our. Narrative discussions will be accompanied to the greatest extent possible by illustrative tables and graphics. All graphics will clearly identify the project site, and footnotes are the preferred form of citing references. All assertions will be supported by evidence. Opinions of the applicant that are unsupported by evidence will be identified as such. A full-scale Site Plan is to be included with the DEIS as an appendix and reduced copies of such Plans will be included in the text of the DEIS.

## DEIS SCOPE AND CONTENT

- A. Cover Sheet. The DEIS shall begin with a cover sheet identifying the following:

1. This it is a Draft Environmental Impact Statement
2. Date Submitted.
3. The name and location of the project.
4. The Village of Monroe Planning Board is acting as the Lead Agency for the Project with the name and telephone number of a person at the Agency to be contacted for information.
5. The name and address of the Project Sponsor, and the name and telephone number of a contact person representing the Sponsor.
6. The name and address of the primary preparer(s) of the DEIS and the name and telephone number of a contact person representing the preparer.
7. Date of acceptance of the DEIS and date of SEQR public hearing (to be inserted at a later date).
8. The deadline by which comments on the DEIS are due (to be inserted at a later date).
9. A list of all Consultants involved with the project with associated names, addresses, telephone numbers and project responsibilities.
10. Table of Contents: The DEIS will include a table of contents identifying major sections and subsections of the document including a list of figures, tables, appendix items, any items submitted under separate cover, and a list of any additional DEIS volumes, if any.
11. Environmental impact issues for which the applicant submitted plans and data, all SEQR documents (including Full Environmental Assessment Form, Positive Declaration/Circulation Notice, Final Scoping Document, technical letters from involved and interested agencies) proposed mitigation measures, and correspondence prior to the Planning Board's Positive Declaration, will be resubmitted in the DEIS as an Appendix. Summaries of the materials or reference to them will be included in the DEIS to provide a complete record of all environmental review issues and their consideration.

## SECTION 1: SUMMARY OF DEIS

The DEIS shall include a summary. The summary will only include information found elsewhere in the body of the DEIS but at a minimum shall include:

1. A brief description of the action.
2. A list of Involved Agencies with required approvals and permits.

3. A brief listing of the existing conditions, anticipated impacts, and proposed mitigation measures for each impact discussed in the DEIS. The presentation and format will be simple and concise.
4. A brief description of the project alternatives considered in the DEIS. A comparative assessment of the beneficial and adverse impacts of the alternatives, relative to each issue identified in the Final Scoping Document, will be provided.

## SECTION 2: DESCRIPTION OF PROPOSED ACTION

Section 2 of the DEIS will provide a description of the project site and its location together with a description of the proposed project. This section will also discuss the objectives of the project sponsor and a description of required approvals, reviews, and permits. The DEIS shall include the following information:

- A. Introduction: The introduction will provide a description of the purpose of the Draft Environmental Impact Statement including a statement of the steps in the SEQRA process as it relates to the project.
- B. Site Description: The site description will include the following:
  1. Precise location, size, zoning and tax lot number(s) for the parcel.
  2. Description of existing character of the site and surrounding area. This shall include natural features such as waterbodies, woodlands or other significant features, as well as prominent nearby land use characteristics such as residential uses, parkland and commercial uses in the surrounding area.
  3. Brief history of former uses of the site.
  4. An identification of the exact dimensions of the property through a survey prepared by a licensed land surveyor, including any easements, rights-of-way, restrictions or other legal devices affecting the subject property's development potential.
- C. Project Description: The Section shall include a description of the project and its potential impacts as identified in "Section 3" herein. Any alternatives considered shall be discussed.
- D. Description of the infrastructure serving the project site and/or its immediate environs including site access and the road network in the area. Availability of utility infrastructure (water, sewer, electric and gas) will be described.
- E. Site Plan. A description of the proposed Site Plan's conformity to the Village Zoning Law will be presented in narrative and graphic forms. This will include a written and detailed

description of the proposed action, including the proposed use, all proposed project components and site amenities, and all information required by the Village of Monroe Zoning Law, including, but not limited to:

- Size and placement of the structure in relation required setbacks
  - Lot coverage
  - Proposed use of the structure
  - Proposed parking areas
  - Proposed loading areas
  - Lighting and Landscaping
  - Site grading
  - Refuse collection
  - Vehicular circulation system.
  - Access and egress onto local roads
  - Pedestrian circulation and amenities such as sidewalks
  - Conformance with the Villages Site Plan criteria
- F. Utilities. This section will include a summary of the project's plans for water supply and sewage disposal sewerage.
- G. Objectives of Project Sponsor. The objectives of the project sponsor will be clearly stated.
- H. Project Purpose, Need and Benefits. The public need for the proposed action, including its economic benefits to the community, will be provided.
- I. Construction. This section will include a discussion of:
1. Expected year of project completion
  2. Construction periods and phasing and discussion of anticipated duration, the start and completion of key milestone tasks such as site clearing, grading, building construction, utilities, and site amenities
  3. Environmental protective measures such as stormwater pollution prevention and soil erosion and sediment control
  4. Hours and days of the week when construction operations will occur
  5. Construction access and staging, Areas for material handling and storage
- J. Operations. This section will include descriptions of:
1. The proposed use of facility.
  2. Anticipated hours of operation.
- K. Involved and Interested Agencies and Required Approvals: List all required or requested approvals and the associated involved agencies that have permitting or approval authority. Also list Interested Agencies, which are those agencies that have expressed, or are likely

to have, an interest in the project but who have no permitting or approval authority. Both Interested and Involved Agencies will receive copies of the DEIS.

Agencies identified as Interested and Involved include:

Village of Monroe Planning Board (Lead Agency)  
7 Stage Road  
Monroe, NY 10950

Village of Monroe Village Board  
7 Stage Road  
Monroe, NY 10950

Village of Monroe Zoning Board of Appeals  
7 Stage Road  
Monroe, NY 10950

Village of Monroe Water Dept.  
7 Stage Road  
Monroe, NY 10950

Monroe Joint Fire District  
406 North Main Street  
Monroe, New York 10950

Town of Monroe Town Board  
1465 Orange Turnpike  
Monroe, NY 10950

Town of Monroe Planning Board  
1465 Orange Turnpike  
Monroe, NY 10950

Orange County Dept. of Planning  
1887 County Building  
124 Main Street  
Goshen, NY 10924

Orange County Sewer District #1  
OC DPW Division of Environmental Facilities  
2455-2459 Route 17M  
PO Box 637  
Goshen, NY 10924

NYS Dept. of Transportation  
Regional Permit Coordinator  
4 Burnett Blvd.  
Poughkeepsie, NY 12603

NYS Dept. of Transportation  
Permit Engineer - Residency 8-5  
3233 Route 6  
Middletown, NY 10940

NYS Dept. of Environmental Conservation  
21 South Putt Corner Rd.  
New Paltz, NY 12561

NYS Office of Parks, Recreation & Historic Preservation  
Field Services Bureau-Peebles Island  
P.O. Box 189  
Waterford, NY 12188-0189

### SECTION 3: ENVIRONMENTAL SETTING: EXISTING CONDITIONS, ANTICIPATED IMPACTS AND PROPOSED MITIGATION

This section of the DEIS will identify the existing environmental conditions, potential impacts of the action, and proposed mitigation measures for each of the major issues identified in this Draft Scoping Document. The format or organization of this section will include the following subsection headings for each topic:

- Existing Environmental Setting
- Potential Environmental Impacts
- Proposed Mitigation Measures

Sections 3 will evaluate the potential significant adverse impacts to both natural and human resources resulting from the proposed 208 Business Center project including cumulative impacts and secondary effects, particularly as related to traffic. Cumulative impact analysis will address any other pending or recently approved projects in the immediate vicinity of the proposed project.

This evaluation will be objective and will constitute disclosure of both quantitative and qualitative information. Adverse impacts that cannot be mitigated will be specifically identified, the magnitude of those impacts will be evaluated and such impacts will be specifically identified in Section 4, Unavoidable Adverse Impacts.

## A. Soils and Geology

Surface and subsurface soil and rock conditions on the site will be described. Associated impacts to these features will be discussed. Specify whether blasting is anticipated. Any constraints imposed by soils, geology, and topographic conditions will be discussed.

### *EXISTING SETTING*

This section will include:

- Identification of the existing on-site soils according to the NRCS Orange County Soil Survey.
- Table of on-site soils identifying construction limitations, permeability, depth to bedrock, and seasonal high water table for each soil, as applicable.
- Identification of existing rock outcrops, if any.
- Identification of existing on-site slopes ranging from 0 -15%, 15 - 25% and greater than 25%, if any.
- Identification of unusual geologic conditions including mapping of such areas on-site, in any.

### *POTENTIAL IMPACTS*

This section will include the following items:

- The proposed grading plan will be provided.
- Identification of rock and soil removal (if any), including the need for blasting. In the event that blasting may be necessary, areas of possible blasting and material quantities will be explored.
- Slopes analysis identifying the amount of disturbance within each slope category.
- A discussion of potential soil erosion.

### *PROPOSED MITIGATION MEASURES*

- Discussion of a blasting plan, if needed, including blasting methods and minimization, a blast monitoring and safety plan, and measures to be implemented to protect existing structures.
- An estimate of proposed cut and fill earthwork volumes. If earthwork volumes cannot be balanced on the site, the anticipated volume of earth/rock to be imported to, or exported from the site shall be defined.
- Discussion of the Erosion and Sediment Control Plan, designed to be in conformance with DEC's *SPDES General Permit for Stormwater Discharges from Construction Activities*, to be implemented during the development of the site.
- Discussion of Best Management Practices.

## B. Water Resources

This Section will evaluate the pre- and post-development conditions of surface waters, floodplains and wetlands as designated by mapping provided by the Federal Emergency Management Agency (FEMA), US Geological Survey (USGA), National Wetlands Inventory (NWI), New York State DEC, and through on-site field delineations.

### *EXISTING SETTING*

The following will be described in this section:

- Pre-development drainage patterns and conditions.
- Identification and classification adjacent water bodies.
- Existing stormwater patterns for 2-, 10- and 100-year storms.
- Use of Orange and Rockland Lake for recreational purposes.

### *POTENTIAL IMPACTS*

This section will include a discussion of the following items:

- Post-development drainage patterns and conditions.
- Stormwater quality, runoff, and peak discharge rates for the 2-, 10- and 100-year storms. The ability of on- and/or off-site receiving waters to assimilate additional runoff will be evaluated.
- A calculation of the volume of sediment, nutrients and other pollutants that could adversely affect Orange and Rockland Lake, including both construction-related pollutants as well as pollutants that can be expected to be generated by access roads and parking lots, rooftops, and landscaping. Calculate pollutant loading for both pre- and post- development using The Simple Method (Scheuler, T. 1987. *Controlling Urban Runoff: A Practical Manual for Planning and Designing Urban BMPs*. Metropolitan Washington Council of governments, Washington, D.C.) or a comparable professionally accepted method.
- Potential impacts to floodplains and wetlands, if any.

### *PROPOSED MITIGATION MEASURES*

- Discussion of stormwater quality and management and implementation of Best Management Practices (BMPs). Inclusion of a Stormwater Pollution Prevention Plan (SWPPP) that addresses the requirements of the Village of Monroe, Orange County, NYSDEC and other appropriate regulatory authorities.
- Means of protecting Orange and Rockland Lake, a Class B waterbody, from impacts associated with the project.
- Discussion of compliance with applicable stormwater regulations.
- Discussion of Erosion and Sediment Control Plan as it pertains to water quality.

## C. Vegetation and Wildlife

This Section will identify and evaluate the vegetative characteristics of the site and will provide an inventory of the representative flora and fauna for on-site ecological communities by a qualified biologist. The existence of Endangered, Threatened, Special Concern, and Rare (ETR) plants and wildlife on or in the vicinity of the project site will be identified and evaluated using the DEC Natural Heritage Program files, direct contact with Natural Heritage Program staff, review of U.S. Fish and Wildlife Service database, and a field survey conducted during the appropriate times of year.

Potential project impacts will be discussed in connection with site-specific development plans. Mitigation measures will be developed to avoid or minimize project impacts as necessary.

### *EXISTING SETTING*

- Identification and description of on-site vegetative communities will be provided.
- Review of DEC Natural Heritage Program files, discussion with Natural Heritage Program staff, and review of the U.S. Fish and Wildlife Services database for ETR species that may exist on the site will be undertaken, along with a field survey conducted during appropriate times of year.

### *POTENTIAL IMPACTS*

An evaluation of potential impacts to vegetation and wildlife resulting from the proposed development will be provided with regard to potential disturbance, loss or removal, and reduction of function of existing plants and vegetative communities and habitats for wildlife species. Potential impacts associated with a reduction of existing vegetative cover and existing habitats and impacts on trees will be discussed.

### *PROPOSED MITIGATION MEASURES*

A discussion of applicable mitigation measures identified as necessary, or as required by DEC and/or U.S. Fish and Wildlife Services will be provided.

## D. Cultural Resources

### *EXISTING SETTING*

A Phase I Historic and Archaeological Resource Survey will be completed to evaluate the potential for historic or archaeological resources located on the site. This survey will be conducted in conformance with the procedures specified by the New York State Office of Parks, Recreation, and Historic Preservation (OPRHP). The results of the survey will be summarized in the DEIS and copies of correspondence from the OPRHP will be included in an appendix.

*POTENTIAL IMPACTS*

An evaluation of potential impacts to historic and archaeological resources from the proposed development, if any, will be provided. If a presence of culturally sensitive areas or features on the site is identified in the Phase I Historic and Archaeological Resource Survey they will be identified and discussed.

*PROPOSED MITIGATION MEASURES*

A discussion of possible mitigation measures will be provided as necessary or as required by the OPRHP.

E. Visual

This Section will provide a visual impact assessment through the use of narrative text, photographs, and landscape architectural drawings such as plans, sections, elevations, or other graphic representations of existing and proposed conditions. This Section will also describe the visual character of the neighborhood and the visual relationship between the project site and the surrounding area, particularly with respect to the adjacent Town of Monroe Park. The analysis will address existing site conditions that contribute to the visual quality of the site, its surrounding environment. The change and impact of the proposed project on the existing visual character of the area will be discussed in light of the site's proximity to the Park.

*EXISTING SETTING*

The areas from which the site will be visible will be defined. The analysis will use the methodology described in the DEC publication entitled *Assessing and Mitigating Visual Impacts* (see Program Policy DEP-00-2, July 31, 2000). Visual conditions are to include:

- A discussion of the elements that contribute to the visual character of the project site will be provided. Photographs of the site from at least four locations, as approved by the Village of Monroe Planning Board, will be provided.
- A description of the project's visibility from Town of Monroe Park.
- A description of the project's visibility from NYS Route 208 at the proposed project entrance.
- A description of the project's visibility from Gilbert Street at the proposed project entrance.
- A description of the project's visibility from the YMCA facility.

*POTENTIAL IMPACTS*

A description of the changes in visual character of the site and surrounding areas will be provided. This section will also discuss the impact on the view from the analysis points, the potential for

impacts caused by site lighting, and the project's potential effects on the overall character of the surrounding area.

*PROPOSED MITIGATION MEASURES*

Proposed mitigation measures will be discussed as necessary or recommended based on the results of the visual impact analysis.

F. Transportation

The project poses a potential significant impact on traffic in the vicinity of the project. In anticipation of this consultation with the New York State Department of Transportation and the Village of Monroe Traffic Consultant was undertaken at a very early stage. Intersections to be studied were identified and a full Traffic Impact Study was prepared. Multiple revisions to the study have been undertaken in coordination with the NYS DOT and Village. This Section will include a summary of the traffic impact studies, proposals and recommendations completed to date.

*EXISTING SETTING*

- The Traffic Impact Analysis will provide a description of the existing roadway network and existing traffic patterns. Areas and intersections to be analyzed will be in consultation with the NYS DOT and the Village of Monroe Traffic Consultant.

*POTENTIAL IMPACTS*

A discussion will be provided of potential impacts identified in the TIS, including:

- Potential impacts to the road network.
- Access to and from the site onto NYS Route 208 and Gilbert Street.
- Sight distances.
- Pedestrian circulation and bicycle movements.
- Other area of potential impact per NYS DOT and Village of Monroe.

*PROPOSED MITIGATION MEASURES*

Applicable mitigation measures will be proposed, including those identified in the TIS. Discussions of access points relative to traffic safety, emergency access, construction vehicle access, and provisions for bicycle and pedestrian facilities within the project will be included. Any improvements proposed to Old Ridge Road and other roads affected by the additional traffic generation from the project will include an assessment and discussion of Context Sensitive Solutions (CSS) or Context Sensitive Design through guidance provided by the New York State

## G. Land Use and Zoning

A discussion will be presented of the proposed project's compatibility with the existing land use and zoning on the site and in the surrounding area. Recommendations identified in the Village's Comprehensive Plan will be identified.

### *EXISTING SETTING*

- Discussion of the existing land uses and zoning designations on-site and on adjacent properties and in the surrounding area (i.e. within ½ mile) including Orange and Rockland Lake and the Town of Monroe Park.
- Discussion of recommendations for the site and surrounding area from the Village's *Comprehensive Plan*. A brief summary of the goals and objectives found in the plan will be provided.

### *POTENTIAL IMPACTS*

#### Land Use

- A discussion of the proposed project's compatibility with surrounding land uses and the potential impacts on same.
- Potential impacts of the proposed project to the adjacent Town of Monroe Park will be discussed.

#### Zoning

- The proposed project's compliance with the Zoning Law.

### *PROPOSED MITIGATION MEASURES*

A discussion of any applicable and appropriate mitigation measures as relates to land use and Zoning will be provided.

## H. Utilities—Water

This section will evaluate potential impacts related to water consumption.

### *EXISTING SETTING*

This section will analyze availability of existing municipal water service for the site. The location of existing infrastructure and capacity will be described.

*POTENTIAL IMPACTS*

This section will provide an evaluation of projected water use and the ability of the municipal water supply system to meet the estimated project-generated water demand. Provisions for fire suppression will also be discussed.

*PROPOSED MITIGATION MEASURES*

Applicable water supply mitigation measures will be identified and discussed including water conservation measures.

I. Utilities—Wastewater

Potential impacts related to the generation and discharge of sanitary sewer will be addressed in this section.

*EXISTING SETTING*

- A discussion of the area's existing wastewater disposal processes will be provided.
- Discuss treatment capacity at the Harriman Sewage Treatment Plant

*POTENTIAL IMPACTS*

- Estimates of wastewater generation will be provided.
- Discussion of connection location and receiving capacity of existing municipal sewer system.

*PROPOSED MITIGATION MEASURES*

Applicable sanitary sewer mitigation measures will be identified and discussed if needed.

SECTION 4: ADVERSE IMPACTS THAT CANNOT BE AVOIDED

This section will describe those impacts that cannot be avoided regardless of mitigation measures that are implemented.

SECTION 5: ALTERNATIVES

The following alternatives to the proposed action are to be evaluated in terms of the impact issues listed above, when applicable. The alternatives can be provided “stand-alone” or combined in an alternative design but each alternative must be included.

1. No Action Alternative.
2. Two Building Alternative on existing separate tax parcels
3. Prior 208 Monroe Plaza Alternative

## SECTION 6: IRRETREIVABLE AND IRREVERSIBLE COMMITMENT OF RESOURCES

This section will describe the resources described in Section IV that will be consumed, converted, or made unavailable for future use.

## SECTION 7: EFFECTS ON USE AND CONSERVATION OF ENERGY

Section 7 will discuss the energy sources to be used for the proposed project, the anticipated levels of energy consumption, and proposed energy conservation measures.

## SECTION 8: SOURCES AND BIBLIOGRAPHY

## SECTION 9: APPENDICES

Appendices to include the following at a minimum:

1. All SEQR documentation
2. Copies of all official correspondence related to issues discussed in the DEIS
3. Copies of all technical studies (traffic, drainage, cultural resources, etc.).