



Village of Briarcliff Manor Comprehensive Plan Update

Working Group Meeting Notes | March 28, 2025

9:30 – 11:00 AM

Attendees:

Briarcliff Manor Comprehensive Plan Working Group

Joshua Ringel, Village Manager

Christine Dennet, Village Clerk/Assistant Village Manager

Amy Karpati, Environmental Advisory Council Chair

Rhea Mallet, Village Trustee

Malcom Netburn, Village Trustee

BFJ Planning

Sarah Yackel, Project Principal

Michelle Gilman, Project Manager

Nick Cerdera, Project Planner

1. Community Outreach

a. Vision Survey

- i. The survey closed after a six-week collection period with a total of 263 responses (approximately 3.6% of the Village population). More than 90% of the respondents are Briarcliff Manor residents.
- ii. Key Results:
 1. Top aspirational words used to describe an “ideal” Briarcliff Manor: “community”, “vibrant”, “safe”, “green”
 2. Key elements that make respondents feel connected to their neighborhood and the Village: “community”, “events”, “people”
 3. Top opportunities for improvement: economic development, infrastructure, open space preservation

b. Stakeholder Meetings Recap

Since the February 28, 2025 Working Group meeting, four stakeholder meetings have been held: Village Manager, Planning Board, Environmental Advisory Council, and Sustainability Advisory Committee.

i. Village Manager

1. Discussion centered around staffing needs, economic development opportunities, Village code updates (e.g., adopting short-term rental

regulations), potential sustainability and resiliency initiatives, and strategies to prepare the Village for continuing demographic changes.

ii. Planning Board

1. The Planning Board expressed concerns about transportation infrastructure and safety, and discussed opportunities to improve pedestrian circulation, such as extending the sidewalk network to connect the two business districts.
2. The Board also discussed opportunities to strengthen and streamline permit applications. One potential change is incorporating the Environmental Advisory Council as a formal referral for certain applications/permits (steep slopes and wetlands).

iii. Environmental Advisory Council (EAC)

1. The EAC's main objectives are to improve greenspace restoration and preservation, support low impact development, and enhance local biodiversity.
2. The EAC identified updates to the Village tree code and the creation of a natural resources inventory as key priorities to be considered for inclusion in the Comprehensive Plan.
3. The EAC expressed interest in studying conservation overlay zones as another potential strategy to protect the Village's natural resources.

iv. Sustainability Advisory Committee (SAC)

1. The SAC uses the Climate Smart Communities action plan to guide committee activity.
2. Currently, the SAC's major initiative is launching the food waste drop off program
3. The SAC also coordinates with the Climate Smart Task Force and is involved with planning seasonal swap events and an Earth Day event.

2. Review Draft Chapters

a. Chapter 2: Regional and Historic Context

- i. Mr. Ringel and Ms. Dennet will review the milestone achievement timeline for accuracy and completeness.

b. Chapter 3: Village Population

- i. A critical trend identified from the demographic research conducted is that the Village's population has declined. Because this population loss is happening concurrently with decreasing household size and the median age rising, it is likely that the population decrease can be partially explained by older residents aging in place while younger adults may be priced out of the limited housing market. In addition, the decline in household size and the decline in total population can also be partially attributed to an overall trend of families having less children combined with new families moving to Briarcliff also having fewer children.
- ii. These trends are happening throughout Westchester County, but, unlike other municipalities, Briarcliff Manor is not experiencing an influx of immigrant populations occurring in neighboring communities. This is likely caused by the Village's tight housing market.

- c. Chapter 4: Land Use and Zoning
 - i. Mr. Ringel will review the land use map with David Turuano to ensure accuracy.
 - ii. The Working Group suggested the Plan should incorporate a recommendation to improve pedestrian infrastructure for better connectivity between the two central business districts.
 - iii. Concerns were raised about the preservation of privately held open space. To avoid the degradation of the Village's natural resources, especially those located on private property, the Working Group discussed potential preservation strategies that could be integrated into the Comprehensive Plan:
 - 1. Explore upzoning the areas around the Scarborough Corridor and the Pocantico River.
 - 2. Modify conservation subdivisions regulations to require conservation subdivisions for large lot sites.
 - 3. Pursue Village acquisition of property in support of open space and natural resource preservation.
 - iv. The Working Group also discussed strategies for integrating the Village's suburban landscape into natural resource preservation efforts (e.g., rewilding of suburban landscape). Opportunities include strengthening the Village's Tree Code, encouraging the use of native plantings, and reducing pesticide usage.
 - v. Housing issues and opportunities will be added to this chapter. Topics to be addressed include aging of the community and the implications for community services and housing stock in the Village.
- d. Chapter 5: Transportation
 - i. The Working Group requested that pedestrian and vehicle circulation issues and opportunities be separated.
 - ii. Adjust language regarding parking supply. Currently, there is a healthy supply of parking, and future strain on parking supply could be addressed with parking management strategies.
 - iii. The Working Group requested that the plan include verbiage that encourages the continuation of advocacy and coordination efforts with NYSDOT for the improvement of the North State Road and Route 9A intersection. The plan should incorporate references to the recommendations provided in the Briarcliff-Peekskill Parkway Transportation Corridor Study and include a figure showing the Village's preferred alternative of a pedestrian overpass over Route 9A.

3. Next Steps

- a. 2007 Village Plan Discussion of Plan Recommendations Matrix Working Group
 - i. Members tasked with finishing review of matrix individually and submitting comments to BFJ.
- b. Next Working Group Meeting – Friday, April 25 at 12:15 PM
 - i. Review Chapter 1: Introduction, Vision, and Goals
 - ii. Review Chapter 7: Community Facilities, Parks, and Recreation