



**AGENDA**  
**TUESDAY JANUARY 20, 2026**  
**BOARD OF TRUSTEES**

WILLIAM J. VESCIOS COMMUNITY CENTER  
1 LIBRARY ROAD  
REGULAR MEETING – 7:30 PM

For those members of the public interested in viewing and/or participating in the meeting remotely, visit <https://www.briarcliffmanor.gov/Calendar.aspx?EID=1367>

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**Pledge of Allegiance**

1. Continued Public Hearings
  - a) Amend Chapter 220-2, Definitions and 220-10, Affordable Housing
  - b) 1030/1050 Pleasantville Road, Briarhouse, LLC "Briarhouse" Zoning Text Amendment – for Chapter 220-21.B Strategic Property Redevelopment Floating Zone

**Board of Trustees Announcements**

**Village Manager's Report**

**Committee Reports**

**Public Comments**

2. Comprehensive Plan Lead Agency Determination, Planning Board Referrals and Scheduling of Public Hearing
3. Adoption of Recreation Refund Policies
4. Resolution Authorizing Participation in NYS Local Government (LGE) Grant Application with the Town of Yorktown (Lead Agency) and the Village of Croton-on-Hudson
5. Minutes

**NEXT REGULAR BOARD OF TRUSTEES MEETING – TUESDAY, FEBRUARY 3, 2026**

VILLAGE OF BRIARCLIFF MANOR  
BOARD OF TRUSTEES AGENDA  
JANUARY 20, 2026

**1a. CONTINUED PUBLIC HEARING TO AMEND CHAPTER 220-2  
DEFINITIONS AND 220-10, AFFORDABLE HOUSING**

**RESOLUTION PROVIDED IN THE EVENT THE BOARD WISHES TO ADOPT**

**SEQR NEGATIVE DECLARATION**  
**AMENDMENTS TO VILLAGE CODE CHAPTER 220-10 AFFORDABLE**  
**HOUSING**

WHEREAS, the Board of Trustees of the Village of Briarcliff Manor, Westchester County, New York, is proposing to amend Village Code Chapter 220-2, Definitions and 220-10, Affordable Housing intended to promote fair housing and ensure the inclusion of Affordable Affirmatively Furthering Fair Housing (AFFH) units in new residential development (the "Proposed Action"); and

WHEREAS, pursuant to 6 NYCRR Part 617 ("SEQR") the Project is classified as an Unlisted Action; and

WHEREAS, the Board of Trustees of the Village of Briarcliff Manor have conducted an Uncoordinated Review of the Proposed Action under SEQR and is the Lead Agency for the SEQR review of this Unlisted Action; and

WHEREAS, the Board of Trustees of the Village of Briarcliff Manor reviewed a Short Environmental Assessment Form (Short EAF) Parts 1, 2 and 3 dated July 1, 2025.

NOW THEREFORE BE IT RESOLVED, that pursuant to 6 NYCRR Part 617, State Environmental Quality Review, the Board of Trustees of the Village of Briarcliff Manor hereby confirms its Lead Agency designation for the SEQR Review of the Proposed Action.

BE IT FURTHER RESOLVED, that pursuant to Part 617 of the implementing regulations pertaining to Article 8 (State Environmental Quality Review Act) of the Environmental Conservation Law, the Lead Agency has determined that the Proposed Action will not have a significant adverse effect on the environment for the reasons enumerated in the attached Negative Declaration Form (Short EAF Part 3).

BE IT FINALLY RESOLVED that this SEQR Negative Declaration resolution shall have an effective date of January 20, 2026.

## **LOCAL LAW ADOPTION**

BE IT RESOLVED, that the Board of Trustees of the Village of Briarcliff Manor hereby adopts Local Law No. 1 of 2026, entitled "A Local Law to Chapter 220-2 Definitions and Chapter 220-10, Affordable Housing, of the Code of the Village of Briarcliff Manor."

## § 220-2. Definitions.

### **AFFORDABLE AFFIRMATIVELY FURTHERING FAIR HOUSING (AFFH) UNIT**

A.  
In the case of a for-purchase housing unit, one that is affordable to a household whose income does not exceed 80% of the area median income (AMI) for Westchester County as defined annually by the U.S. Department of Housing and Urban Development (HUD) and for which the annual housing cost of a unit, including common charges, principal, interest, taxes and insurance (PITI), does not exceed 33% of 80% AMI, adjusted for family size.

B.  
In the case of a rental unit, one that is affordable to a household whose income does not exceed 60% AMI and for which the annual housing cost of the unit, defined as rent plus any tenant-paid utilities, does not exceed 30% of 60% AMI for Westchester County as defined annually by HUD, adjusted for family size.

### **AFFORDABLE HOUSING FUND**

A fund established by the Board of Trustees to hold monies managed by the Village of Briarcliff Manor, used to reduce housing costs, increase housing ability, and support community development by providing low-interest loans, grants, or other forms of financial assistance for the development, acquisition, or rehabilitation of AFFH housing, or otherwise supporting transportation, infrastructure, or other such facilities to further the cause of promoting AFFH development within the Village.

## § 220-10. Affordable housing.

### A.

Findings; policy. The Village of Briarcliff Manor finds that:

(1)

The Village faces a shortage of affordable housing due to the high cost of housing in the Village, which impacts the general welfare of the municipality.

(2)

The Village has an obligation to assist Westchester County and New York State in the preservation, rehabilitation, and construction of affordable housing.

(3)

The social and economic diversity of the Village is dependent upon a reasonable supply of affordable housing.

(4)

The Village's Comprehensive Plan encourages the creation of affordable housing within the Village.

(5)

It is the policy of the Village to require applicants to share the responsibility to create affordable housing.

### B.

Purpose. The purpose of this section is to ensure that new residential development in the Village includes a reasonable supply of fair and affordable housing. This section sets forth standards for affordable housing to be provided in conjunction with residential development of land.

### C.

Applicability.

(1)

This section shall apply to all proposed residential development of land.

(2)

This section shall not apply to any residential development which has received preliminary subdivision or site plan approval by the Village of Briarcliff Manor Planning Board as of the effective date of this section.

(3)

This section shall not apply to any residential development submitted to the Planning Board for subdivision or site plan approval prior to August 1, 2025, and still actively under review as of the effective date of this section.

**Deleted:** \_\_\_\_\_,

### D.

Creation of AFFH units.

(1)

AFFH units in single-family zoning districts.

(a)

Within all residential developments of five or more units, no less than 10% of the total number of units must be created as AFFH units. For this purpose, any portion of a unit shall be rounded to the next highest whole number. For example, a development of 14 units will require two AFFH units.

(b)

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When a proposed residential subdivision contains 20% or more AFFH units, the Planning Board may:

[1]

Reduce building permit fees for applicants by 50% for any AFFH units beyond the 10% of such AFFH required.

[2]

Consider such other forms of assistance which may be under the control of the Village.

[3]

Actively assist in obtaining assistance of federal, state or other agencies in support of affordable housing development.

[4]

Allow the reduction of dimensional requirements by not more than 25% and an allowance for shared parking so as to reduce infrastructure costs.

(2)

AFFH units in any zoning district that allows multifamily dwellings. At least 10% of the units of any multifamily residential development permitted in any zoning district shall be established as AFFH units. For this purpose, any portion of a unit shall be rounded to the next highest whole number.

(3)

When a proposed residential subdivision or multifamily residential development contains 20% or more AFFH units, the Planning Board may:

(a)

Reduce building permit fees for applicants by 50% for any AFFH units beyond the 10% of such AFFH required.

(b)

Consider such other forms of assistance which may be under the control of the Village.

(c)

Actively assist in obtaining assistance of federal, state or other agencies in support of affordable housing development.

(d)

Allow the reduction of dimensional requirements by not more than 25% and, in a development containing commercial as well as residential use, consider an allowance for shared parking, if practicable, so as to reduce infrastructure costs.

E.

Planning Board review. The Planning Board shall consider the following provisions in reviewing affordable housing unit applications:

(1)

Siting of AFFH units. Unless otherwise stated herein, all AFFH units constructed under this section shall be situated within the proposed development so as not to be in less desirable locations than market-rate units in the proposed development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units.

(2)

Minimum design and construction standards for affordable units. AFFH housing units within market-rate developments shall be integrated with the rest of the developments and shall be compatible in design, appearance, construction and quality of building materials with other units.

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(3)

Timing of construction or provision of affordable units or lots. The construction of affordable units within a development shall occur proportionately with the construction of the market-rate units in the development. No certificates of occupancy may be issued for the last 10% of market-rate units within a development until the last affordable unit has been issued a certificate of occupancy.

(4)

Minimum floor area. The minimum gross floor area per AFFH unit shall be no less than the following:

Dwelling Unit	Minimum Gross Floor Area (square feet)
Efficiency	450
1-bedroom	675
2-bedroom	750
3-bedroom	1,000 (including at least 1.5 baths)
4-bedroom	1,200 (including at least 1.5 baths)

(5)

Affordable housing requirements for special populations. At the discretion of the Planning Board and with the approval of the Board of Trustees, and upon a showing of good cause, affordable housing requirements for frail or infirmed special populations may be waived or modified. Said population may include the disabled, the infirmed or seniors when such housing is independent-living, congregate-care, nursing-home or such other housing for special populations that the Board of Trustees recognizes.

(6)

Unit appearance and integration.

(a)

Within single-family developments, the AFFH units may be single-family homes or may be incorporated into one or more two-family homes. In residential zoning districts, each single-family AFFH unit may be located on a lot meeting 75% of the minimum lot area for the single-family homes in the development, but each such two-family home shall be located on a lot meeting the minimum lot area for the single-family homes in the development. All such units shall be compatible in appearance, siting and exterior design from the other single-family homes in the development, to the greatest extent possible. Interior finishes and furnishings may be reduced in quality and cost to assist in the lowering of the cost of development of AFFH units.

(b)

Within multifamily developments, the AFFH units shall be physically integrated into the design of the development and shall be distributed among various sizes (efficiency, one-, two-, three- and four-bedroom units) in the same proportion as all other units in the development. AFFH units shall be compatible with other market-rate units from the outside or building exteriors. Interior finishes and furnishings may be reduced in quality and cost to assist in the lowering of the cost of development of the AFFH units.

(7)

Conservation zoning. The Planning Board shall consider the provisions of conservation subdivisions and conservation development, which may provide for bonus units, of the Village Zoning Law in furtherance of the Village's goals for providing affordable housing.

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(8)

Property restriction. All AFFH units must be restricted using a document such as a declaration of restrictive covenants, in recordable form acceptable to the Village Attorney, which shall ensure that the AFFH unit shall remain in perpetuity, subject to affordable regulations except as hereinafter provided. Among other provisions, the covenants shall require that the unit be the primary residence of the residential household selected to occupy the dwelling unit. Upon approval, such declaration shall be recorded against the property containing the AFFH unit prior to the issuance of a certificate of occupancy for the dwelling unit. These property restrictions notwithstanding, the covenants may allow a property owner, no earlier than 50 years from the date of initial certificate of occupancy for rental properties and from date of original sale for ownership units, to seek a release from such restrictions by request to, and the affirmative approval of, the Briarcliff Manor Board of Trustees.

F.

Expedited project review process.

(1)

Preapplication meeting. The applicant for a development including AFFH units shall be entitled to attend at least one preapplication meeting at which representatives will be in attendance from each Briarcliff Manor agency and staff expected to play a role in the review and approval of the development application and construction. The purpose of the preapplication meeting will be to expedite the development application review process through:

(a)

The early identification of issues, concerns, code compliance and coordination matters that may arise during the review and approval process.

(b)

The establishment of a comprehensive review process outline, proposed meeting schedule and conceptual timeline.

(2)

Meeting schedule and timeline. Briarcliff Manor boards and staff shall endeavor to honor the proposed meeting schedule and conceptual timeline established as an outcome of the preapplication to the greatest extent possible during the review and approval process, subject to the demonstrated cooperation of the applicant to adhere to same. Should the approval process extend beyond one year, an applicant for a development including AFFH units shall be entitled to at least one additional meeting per year with the same departments, agencies, authorities, boards, commissions, councils or committees to review any and all items discussed at previous preapplication meetings.

G.

Administration by the Board of Trustees.

(1)

Responsibility. The Board of Trustees, or any Village office, department, or local not-for-profit agency designated by the Board, shall be responsible for administering and monitoring the affordable housing requirements of this section as well as for the promulgation of such rules and regulations as may be necessary to implement such requirements. The costs of such administration and monitoring, if any, shall be payable by the developer/owner.

(2)

Maximum cost. At the time of issuance of a building permit, the Building Inspector shall send a copy of such permit to the Board of Trustees, or its designee, which shall then inform the applicant of the maximum rental or sales charge which may be established for AFFH units in such development and the maximum annual gross family income eligibility for occupancy of said units.

(3)

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Annual eligibility requirements. With respect to rental units, on or before March 30 of each year thereafter, the Board of Trustees, or its designee, shall notify the owner or manager of each affordable unit as to the rent and income eligibility requirements for such unit based upon figures derived from the preceding calendar year. With respect to ownership units, the Board of Trustees, or its designee, shall provide sales criteria for the sale of an affordable housing unit at the time of offering the unit for sale or resale.

(4)

Certification. The owner or manager of each AFFH rental unit shall annually certify to the satisfaction of the Board of Trustees that the requisite number of affordable units have been assigned to income-eligible individuals who meet the income guidelines in effect when said individual(s) took occupancy. Annual certification shall include unit designations and occupant names and shall be affirmed by the developer or his or her designated representative, as appropriate, and a resolution of the Board of Trustees.

(5)

Marketing plan. All such AFFH units, whether for purchase or for rent, shall be marketed in accordance with the Westchester County Fair and Affordable Housing Affirmative Marketing Plan.

(6)

Preferences. No preferences shall be utilized to prioritize the selection of income-eligible tenants or purchasers for affordable AFFH units created under this subsection.

(7)

Maximum rent and sales price. The maximum monthly rent for an AFFH unit and the maximum gross sales price for an AFFH unit shall be established in accordance with U.S. Department of Housing and Urban Development guidelines as published in the current edition of the Westchester County Area Median Income (AMI) Sales and Rent Limits, available from the County of Westchester.

(8)

Resale requirements.

(a)

In the case of owner-occupied AFFH units, the title to said property shall be restricted so that in the event of any resale by the home buyer or any successor, the resale price shall not exceed the then-maximum sales price for said unit, as determined in this section, or the sum of:

[1]

The net purchase price (i.e., gross sales prices minus subsidies) paid for the unit by the selling owner, increased by the percentage increase, if any, in the Consumer Price Index for Wage Earners and Clerical Workers in the New York-Northern New Jersey Area, as published by the United States Bureau of Labor Statistics (the "Index") on any date between the month that was two months earlier than the date on which the seller acquired the unit and the month that is two months earlier than the month in which the seller contracts to sell the unit. If the Bureau stops publishing this index, and fails to designate a successor index, the municipality will designate a substitute index; and

[2]

The cost of the major capital improvements made by the seller of the unit while said seller of the unit owned the unit, as evidenced by paid receipts, depreciated on a straight-line basis over a fifteen-year period from the date of completion, and such approval shall be requested for said major capital improvement no later than the time the seller of the unit desires to include it in the resale price.

(b)

Notwithstanding the foregoing, in no event shall the resale price exceed an amount affordable to a household at 100% of AMI at the time of the resale, or, for properties in a Planned Unit Development

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District as defined in Chapter 220-21 or a Strategic Property Redevelopment Floating Zone as defined in Chapter 220-22, the maximum allowable AMI as may be confirmed by a resolution of the Board of Trustees.

(9)

Lease renewal requirements.

(a)

Applicants for rental AFFH units shall, if eligible and if selected for occupancy, sign leases for a term of no more than two years. As long as a resident remains eligible and has complied with the terms of the lease, said resident shall be offered renewal leases for a term of not more than two years each. Renewal of a lease shall be subject to the conditions of federal, state or county provisions that may be imposed by the terms of the original development funding agreements for the development or the provisions of other applicable local law.

(b)

If no such provisions are applicable and if a resident's annual gross income should subsequently exceed the maximum then allowable, as defined in this chapter, then:

[1]

Option (a): Said resident may complete his or her current lease term and shall be offered a nonrestricted market-rate rental unit in the development at the termination of such lease term, if available. If no such dwelling unit shall be available at said time, the resident may be allowed to sign a one-year lease for the AFFH unit he or she occupies but shall not be offered a renewal of the lease beyond the expiration of said term; or

[2]

Option (b): Said resident shall pay the greater of the following:

[a]

The rent amount payable under the provisions of this section should Option (b) be utilized; or

[b]

Thirty percent of the resident's monthly adjusted household income, provided that the increased rent may not exceed the market rent in the development for units with the same number of bedrooms, or, should Option (b) be utilized, the next open unit will become an AFFH unit.

[3]

Option (c): Said resident shall pay the greater of:

[a]

The rent amount payable under the provisions of this section; or

[b]

Thirty percent of the resident's monthly adjusted household income, provided that the increased rent may not exceed the market rent in the development for units with the same number of bedrooms for a term of not more than one year.

(10)

Occupancy standards. For the sale or rental of AFFH units, the following occupancy schedule shall apply:

Number of Bedrooms	Number of Persons
Efficiency	Minimum: 1; maximum: 1
1 bedroom	Minimum: 1; maximum: 3

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Number of Bedrooms	Number of Persons
2 bedrooms	Minimum: 2; maximum: 5
3 bedrooms	Minimum: 3; maximum: 7
4 bedrooms	Minimum: 4; maximum: 9

(11)

Owner occupancy. All for-sale AFFH units must be owner-occupied.

(12)

Affirmative marketing. The AFFH units created under the provisions of this section shall be sold or rented, and resold and rerented, to only qualifying income-eligible households. Such income-eligible households shall be solicited in accordance with the requirements, policies and protocols established in the Westchester County Fair and Affordable Housing Affirmative Marketing Plan, so as to ensure outreach to racially and ethnically diverse households.

H.

Previously designated affordable housing units. Designated affordable housing units approved prior to the adoption of this section shall continue to be so designated but shall be henceforth subject to the provisions of this chapter, to the extent allowable by law.

I.

Relocated AFFH units.

(1)

The policy of the Village shall be to encourage all newly developed AFFH units to be on the same site whenever a new residential development project is undertaken within the Village. Under certain circumstances, the Board of Trustees, as part of the Planning Board review process, may deem the construction of AFFH units on the subject property to be less favorable than relocating such units on available alternative sites and may allow the applicant to relocate the required units on more desirable and appropriate property within the Village (1) already owned by, or under contract to allow development by, the applicant (each such residence a "relocated AFFH unit"), or (ii) any other property owned by the Village or (iii) any other property under the control of the Briarcliff Manor Local Development Corporation. When AFFH are relocated on an alternative site, the Board of Trustees, in its sole discretion, may require the number of such relocated units to exceed the required number had the units been placed on the original site. In evaluating an alternative site, the Board of Trustees may consider, among other factors:

(a)

Proximity of the preferred site to public schools, municipal services, parks and recreation facilities;

(b)

Relative availability of public transportation;

(c)

Existence of sidewalks or other facilities to encourage pedestrian safety;

(d)

Total number of market-rate residences at each site, with a preference to locating AFFH units within areas of larger numbers of market-rate residences;

(e)

Environmental impacts, including selecting a site that requires less disturbance of steep slopes, wetlands, or removal of significant trees;

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(f)

Increased availability of retail services, including grocery stores, pharmacies, restaurants;

(g)

The potential for creating a number of AFFH units beyond what would be required on the original site;

(h)

Other such conditions that the Board of Trustees believes would be more favorable to and increase the quality of life for future residents of such AFFH units.

(2)

To ensure the applicant's timely compliance to timely development on an alternative site, the Village may require a deposit for each proposed relocated AFFH unit, in an amount approved by a resolution of the Board of Trustees and published in the Master Fee Schedule. If the applicant fails to obtain i) a building permit for all such relocated AFFH units within three years of the issuance of the first certificate of occupancy for the current project and ii) a timely certificate of occupancy for each required relocated AFFH unit, such deposit shall be forfeited to the Village and applied to the fees in lieu required hereunder and further described in 220-10 (J). Otherwise, such deposit shall be returned to the applicant within 90 days following the issuance of certificates of occupancy for all required relocated AFFH units.

(3)

Factors considered in determining the amount of the relocated AFFH unit deposit. The Board of Trustees may consider any of the following factors, among others, in determining the amount of the deposit for each relocated AFFH unit:

(a)

The zoning district within which the proposed development is located.

(b)

The maximum sales price obtainable for the AFFH unit or units as determined by reference to standards mandated by Westchester County.

(c)

The approximate costs to the applicant to construct the AFFH unit, or units, in accordance with the requirements hereof. Such costs would be utilized to determine the approximate net financial burden imposed upon the applicant who is required to construct an AFFH unit, or units, on the proposed development site.

(4)

Experts and consultants. In connection with its analysis of the factors referenced above, among others, the Board of Trustees, in determining the amount of the deposit for relocated AFFH units, shall have the authority to engage experts and to consult with representatives of the Planning Board.

(5)

Where practicable, the Planning Board may work with the applicant to create additional AFFH units beyond those originally required as relocated AFFH units on an alternate site.

(6)

In all cases, relocated AFFH units shall be subject to the same standards of design and placement as all other AFFH residences, as specified in § 220-10E herein.

J.

Fees in lieu.

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For any development outside of the CB1 and CB2 Districts, in lieu of providing all or part of on-site AFFH units as required herein, the residential development applicant, after considering all proposed alternative sites as contemplated under Section 220-10 (I) herein, may request that the Board of Trustees permit a developer to contribute payments to an Affordable Housing Fund. The Board of Trustees shall have discretionary authority to grant or deny such a request. Fees in lieu of AFFH units shall be solely determined by the Board of Trustees for each project under consideration, and shall be based on (i) the anticipated cost of construction for the required number of AFFH units, using no less than the average cost per square foot of the rest of the non-AFFH units within the development; (ii) savings to the applicant as a result of foregoing the AFFH units, including expected property tax obligations, development fees, and other municipal expenses; (iii) a multiplier to consider the inflationary pricing due to future construction; (iv) any expected costs to the Village for the administration and maintenance of the Affordable Housing Fund; and (v) other relevant factors, each of which shall be determined by the Board of Trustees and its advisors. The Board of Trustees may compute such fees in lieu to provide a reasonable disincentive for a developer to make payments rather than construct the AFFH on site or on an available alternate location. Any fees paid under this section shall be deposited into a special fund to be utilized to advance housing interests within the Village.

**Deleted:** iii

Funds deposited into the special fund may be used for:

- (a) Grant credits within the Village for qualified individuals making under 120% of the AMI for Westchester County as defined annually by HUD;
- (b) Other legal means of helping to advance the Village's affordable housing program or the new construction or rehabilitation of diversity of housing to maximize affordable housing opportunities within the Village.

The Board of Trustees shall be responsible for the administration and approval process of the grants distributed under the Affordable Housing Fund; however, it may appoint, retain or hire individuals, boards, committees and/or organizations, and/or governmental entities to administer and/or authorize approvals as outlined in this chapter, and the Affordable Housing Fund may be used to pay administrative fees for such services.

# ***Short Environmental Assessment Form***

## ***Part 1 - Project Information***

### **Instructions for Completing**

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

### **Part 1 – Project and Sponsor Information**

Name of Action or Project:

Amendments to Village of Briarcliff Manor Code Chapter 220-2 Definitions and 220-10 - Affordable Housing

Project Location (describe, and attach a location map):

Village of Briarcliff Manor

Brief Description of Proposed Action:

The Village of Briarcliff Manor Board of Trustees is proposing to amend the Village Code Chapter 220-2 and 220-10, as follows:

- Creates a dedicated fund managed by the Village to support affordable housing development, including grants or low-interest loans for AFFH projects, as well as related infrastructure and community development improvements.
- Requires that any fractional unit when calculating required AFFH units be rounded up to the next whole number
- States a Village preference that AFFH units be constructed on-site but provides for alternative locations or payment in lieu, priced to provide an incentive to on-site building, at the Board's discretion, with criteria and potential deposits to ensure timely delivery.
- Provides flexibility for relocating units within the Village under defined criteria or allowing payment in lieu, with funds used to expand affordable housing options. The Board of Trustees would oversee the Fund but may appoint third parties to help manage and administer grants or credits.

Name of Applicant or Sponsor:

Telephone: 914-941-4801

Village of Briarcliff Manor Board of Trustees

E-Mail: cdennett@briarcliffmanor.gov

Address:

1111 Pleasantville Road

City/PO:

Briarcliff Manor

State:

NY

Zip Code:

10510

1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? **No environmental resources will be affected.**

If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.

NO  YES

2. Does the proposed action require a permit, approval or funding from any other government Agency?

If Yes, list agency(s) name and permit or approval:

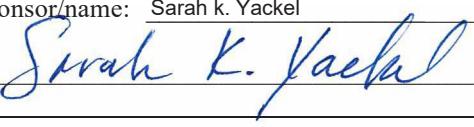
NO  YES

3. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres  
b. Total acreage to be physically disturbed? \_\_\_\_\_ acres  
c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

4. Check all land uses that occur on, are adjoining or near the proposed action:

Urban  Rural (non-agriculture)  Industrial  Commercial  Residential (suburban)  
 Forest  Agriculture  Aquatic  Other(Specify):  
 Parkland

5. Is the proposed action,	NO	YES	N/A
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify: _____			
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	
	<input type="checkbox"/>	<input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply:			
<input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban			
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?			<input type="checkbox"/> NO <input type="checkbox"/> YES
16. Is the project site located in the 100-year flood plan?			<input type="checkbox"/> NO <input type="checkbox"/> YES
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes,			<input type="checkbox"/> NO <input type="checkbox"/> YES
a. Will storm water discharges flow to adjacent properties?			<input type="checkbox"/>
b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)? If Yes, briefly describe:			<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:			<input type="checkbox"/> NO <input type="checkbox"/> YES
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:			<input type="checkbox"/> NO <input type="checkbox"/> YES
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:			<input type="checkbox"/> NO <input type="checkbox"/> YES
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>			
Applicant/sponsor/name: Sarah k. Yackel		Date: 8/13/2025	
Signature: 		Title: Principal	

Project:

Date:

***Short Environmental Assessment Form***  
***Part 2 - Impact Assessment***

**Part 2 is to be completed by the Lead Agency.**

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?		
2. Will the proposed action result in a change in the use or intensity of use of land?		
3. Will the proposed action impair the character or quality of the existing community?		
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?		
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?		
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?		
7. Will the proposed action impact existing: <ul style="list-style-type: none"> <li>a. public / private water supplies?</li> <li>b. public / private wastewater treatment utilities?</li> </ul>		
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?		
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?		
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?		
11. Will the proposed action create a hazard to environmental resources or human health?		

***Short Environmental Assessment Form***  
***Part 3 Determination of Significance***

For every question in Part 2 that was answered “moderate to large impact may occur”, or if there is a need to explain why a particular element of the proposed action may or will not result in a significant adverse environmental impact, please complete Part 3. Part 3 should, in sufficient detail, identify the impact, including any measures or design elements that have been included by the project sponsor to avoid or reduce impacts. Part 3 should also explain how the lead agency determined that the impact may or will not be significant. Each potential impact should be assessed considering its setting, probability of occurring, duration, irreversibility, geographic scope and magnitude. Also consider the potential for short-term, long-term and cumulative impacts.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action may result in one or more potentially large or significant adverse impacts and an environmental impact statement is required.

Check this box if you have determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

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Name of Lead Agency

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Date

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Print or Type Name of Responsible Officer in Lead Agency

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Title of Responsible Officer

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Signature of Responsible Officer in Lead Agency

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Signature of Preparer (if different from Responsible Officer)

VILLAGE OF BRIARCLIFF MANOR  
BOARD OF TRUSTEES AGENDA  
JANUARY 20, 2026

**1B. CONTINUED PUBLIC HEARING 1030/1050 PLEASANTVILLE ROAD,  
BRIARHOUSE, LLC “BRIARHOUSE” ZONING TEXT AMENDMENT –  
FOR CHAPTER 220-21.B STRATEGIC PROPERTY REDEVELOPMENT  
FLOATING ZONE**

Documents can be found here:

<https://www.briarcliffmanor.gov/451/1030-1050-Pleasantville-Road>

# § 220-21.B Strategic Property Redevelopment Floating Zone

## **(1) Statement of intent and objectives**

It is the intent of the Strategic Property Redevelopment (SPR) Floating Zone to enable the redevelopment of underutilized municipal properties by providing flexible land use and design regulations. Such flexibility may be provided for projects owned by or in partnership with the Village, or projects that provide clear public benefit, including, but not limited to, (i) the creation of a mixed use, residential, or commercial development that generates enhanced value for the Village and its residents; (ii) providing additional affordable housing; (iii) creating or enhancing civic or other publicly accessible open space; (iv) promoting uses that provide significant benefit to the environment; or (v) other public benefits as deemed appropriate by the Village. This chapter provides criteria for the development of such properties.

## **(2) Definitions**

As used in this Chapter:

**SPR Concept Plan** means a proposal for a development under the SPR Floating Zone prepared in a manner prescribed by local regulation showing the layout of the proposed project including, but not limited to, maps, plans, or drawings relating to proposed land uses, approximate location and dimensions of buildings, all proposed facilities (i.e., approximate square footage by use, number of units, etc.), architectural features, lot size(s), setbacks, height limits, buffers, screening, open space areas, locations of lighting, signage, and landscaping, approximate number and location of parking and loading spaces, site circulation, protection of natural resources, public or private amenities, adjacent land uses and physical features, and such other elements as may be required by local regulation.

**Sponsor** means a developer working under the direction of, or in partnership with, the Village of Briarcliff Manor or the Briarcliff Manor Local Development Corporation.

**(3) Authority.** In addition to any other powers and authority to plan and regulate by zoning, the Village of Briarcliff Manor hereby enacts requirements for the review of strategic property redevelopment plans and the establishment and simultaneous mapping of the SPR overlay pursuant to the provisions of this chapter.

## **(4) Development standards and general requirements for SPR.**

- (a) Properties with a Sponsor designated by the Village Board within, or adjacent to, the central business district, with frontage on Pleasantville Road, North State Road, Route 9A, Woodside Avenue, or Old Saw Mill River Road, shall be eligible to apply for the SPR Floating Zoning.
- (b) Bulk and dimensional standards for SPRs.

(1)

- [1] Permitted uses as identified in the Site's immediately prior zoning district shall be applicable to the SPR Floating Zone. The Board of Trustees, as part of the adoption of the SPR Floating Zone, may allow for other uses as defined in the Concept Plan.
- [2] The minimum lot size, dimensions, coverage, minimum open space and setback requirements shall comply with the Concept Plan approved for the Site.
- [3] The requirements of Chapter 220-15 Protection of steep slopes and Chapter 202 Trees may be varied or waived for developments within the SPR, if deemed necessary by the Village Board of Trustees, to enable such development to better meet the public benefit objectives of the SPR. Any request to vary or waive the underlying standards shall be identified on the Concept Plan and appropriate mitigation identified.
- [4] Off-street parking. Parking and loading requirements shall be determined by the Board of Trustees and shall be identified on the Concept Plan.
- [5] Within the SPR, the maximum AMI for AFFH units may be increased up to 100% at the discretion of the Board of Trustees and shall be identified on the final Site Plan.

#### **(5) Procedures.**

- (a) Applications for inclusion of an eligible property into the SPR Floating Zone shall require a proposed amendment to the Village's Zoning Map and shall be reviewed pursuant to the same procedures and standards for amendments to the Zoning Map, as found in § 220-5 Modifications to Zoning of the Village Code. The Board of Trustees may, in its sole discretion, authorize or reject the rezoning.
- (b) The application for an SPR Floating Zone shall be submitted to the Board of Trustees and shall consist of a Concept Plan, that includes narrative text, drawings and/or illustrations describing the proposed SPR Floating Zone development project. Drawings shall be submitted approximately to scale but need not be to the precision of a finished engineering drawing or a final site plan. The application shall include the following:
  - [1] A written description of the SPR Floating Zone development project, a description of the manner in which such proposal meets the purposes of the Village's Comprehensive Plan and a description of the manner in which the public interest would be served by the proposed SPR, including a description of the benefits to the Village as a whole or the Central Business District in particular.
  - [2] An SPR Concept Plan showing the various proposed land uses and their spatial arrangement, including the proposed general location of buildings, parking areas, public, community and/or recreational facilities, utility and maintenance facilities and open space. The SPR Concept Plan shall also show the relationship of the proposed project uses to existing and proposed land

uses adjacent to the site, particularly those on the adjacent and nearby Village-owned and county-owned parcels.

- [3] An indication of the approximate square footage of building(s) and the approximate number of dwelling units (if applicable) of each housing type and size.
- [4] An indication of the appropriate number of parking and loading spaces in relationship to their intended use, accompanied by a description of any alternative means of parking to be utilized, such as below-building parking or parking incorporated into one or more floors of the building.
- [5] Details of any proposed disturbance to steep slopes as defined in Chapter 220-15 Protection of steep slopes and any requested waiver of those regulations per Chapter 220-21.B.(4)b.[3], above.
- [6] An indication of the need for phasing of construction of the project.
- [7] The configuration of any interior road system and connection/access to the adjoining Village road systems.
- [8] The general configuration of pedestrian circulation systems, including the general location of any public access and the connection of such pedestrian passageways to adjoining properties.
- [9] Descriptions, sketches and elevations, if available during the Concept Plan review and approval process, showing the general architectural treatment and design scheme contemplated for the entire development and specifically for any public spaces or major elements of the site plan.
- [10] Incentives offered and bulk increases sought.
- [11] Such additional information as the Board of Trustees may deem necessary in order to properly evaluate the application.

(c) Consideration for inclusion of an eligible property into the SPR Floating Zone and concurrent adoption of the Concept Plan shall be by the Board of Trustees. Each such possible rezoning and proposed Concept Plan shall be referred to the Planning Board and, in its referral, the Board of Trustees may specify questions and issues for the Planning Board to address in its report. As a discretionary act, the Board of Trustees shall be under no obligation to take up or continue an application to the SPR Floating Zone. One or more joint meetings of the Planning Board and Board of Trustees may be held to discuss the referral. The report provided by the Planning Board shall be delivered within 62 days of the referral by the Board of Trustees, unless such time is extended at the sole discretion of the Board of Trustees. A public hearing, held by the Board of Trustees, for the rezoning shall be held within 62 days of receipt of a complete application and shall require the same notice required by law for zoning amendments. Within 62 days of the close of the public

hearing, the Board of Trustees shall decide whether to approve, approve with modifications or disapprove the rezoning. The time at which the Board must arrive at its decision may be extended at the request of the Sponsor, or as necessary for the Board to complete all necessary environmental review requirements pursuant to the State Environmental Quality Review Act (SEQRA). A copy of the Board's decision shall be filed in the office of the Village Clerk within five business days after such decision is rendered, and a copy thereof mailed to the Sponsor (if not the Village).

(d) Site Plan, Subdivision, Steep Slope, Tree Permit, Wetlands Permit.

- [1] The Board of Trustees shall be the approval agency for any site plan, subdivision, steep slopes, tree permit, or wetland permit application in the SPR Floating Zone. Unless otherwise modified herein, the Board of Trustees shall utilize the review and approval procedures in the relevant Code sections as if those sections listed the Board of Trustees as approval agency.
- [2] Applications for site plan, subdivision, steep slopes, tree permit, or wetland permits shall be referred to the Planning Board and, in its referral, the Board of Trustees may specify questions and issues for the Planning Board to address in its report. One or more joint meetings of the Planning Board and Board of Trustees may be held to discuss the referral. The report provided by the Planning Board shall be delivered within 62 days of the referral by the Board of Trustees, unless such time is extended at the sole discretion of the Board of Trustees.
- [3] Applications for site plan and subdivision for properties in the SPR Floating Zone shall be in material conformance with the Concept Plan. Material changes to an approved Concept Plan shall be considered an amendment to the Village's Zoning and shall be subject to all requirements of a Zoning Amendment.

**(6) Concept Plan approval.**

- (a) Any application to map a property in the SPR Floating Zone will require the adoption of a Concept Plan by the Board of Trustees at the time that the property is rezoned. Approval of a Concept Plan shall require the Board to find the following conditions and standards have been met:
  - [1] The proposed SPR will be in harmony with the appropriate and orderly development of the Village.
  - [2] The proposed SPR will not hinder or discourage the appropriate development and use of adjacent lands.
  - [3] The proposed SPR is consistent with the policies and purposes of the Village's Comprehensive Plan.
  - [4] The proposed SPR is otherwise in the public interest.
- (b) Consistent with § 220-21.B.(5)(a), inclusion into the SPR Floating Zone shall require a discretionary act in the application of the incentive zoning to a particular site. That discretion, to the broadest extent permitted by law, shall vest with the Board of Trustee.

**(7) Development incentives.**

(a) Purposes. It is recognized that the SPR encompasses a unique resource within the Village of Briarcliff Manor, containing both a significant opportunity for achievement of public amenities and a major potential for redevelopment. To provide an incentive which will further encourage the most appropriate use and development of the Village's various land holdings in a manner designed to achieve adopted planning objectives and to further the policies and purposes of the Village's Comprehensive Plan, the Village may allow, only by application to the Board of Trustees and following a public hearing held on notice duly given in the same manner as required by law for zoning amendments, an increased building bulk (e.g., lot coverage and/or building height), relief from required setbacks, nonresidential uses on the upper floors of mixed-use buildings, and relief from parking and loading requirements.

(b) The incentive features and the general guidelines for the Board of Trustees consideration and action are described as follows:

[1] The specific public benefit feature for which an incentive bulk increase is being sought must be closely associated with the impact of the development and, to the extent possible, adjacent to or near the project site. Further, the Board of Trustees shall make the decision on whether to accept any particular incentive feature being proposed and shall have the authority to impose any and all conditions on the acceptance of the incentive feature as deemed appropriate and in the best interest of the Village. The specific public benefit features for which incentive bulk increases or waivers from development standards may be granted include the provision of funds, services or goods toward the following objectives:

- (i) The creation of mixed use residential and commercial development that generates enhanced value for the Village and its residents, consistent with the Comprehensive Plan.
- (ii) Provision of affordable housing as defined by Chapter 220-10 Affordable housing, and as modified in this Section.
- (iii) Streetscape/landscape improvements in the form of streetlighting, plantings, sidewalk improvements, benches and other similar streetscape/landscape amenities for the Village's downtown commercial/residential areas or enhanced vehicular or pedestrian access or rights-of-way through the property.
- (iv) Public open space or civic space.
- (v) Promoting uses that provide significant benefit to the environment, including use of alternate energy sources, improvements to drainage, recapture of rainwater, creation of pollinator pathways, and the like.
- (vi) Any other public benefit as determined by the Board of Trustees.

(c) In determining the specific amount of building bulk incentive increase or waivers from development standards that may be granted, if any, the Village Board of Trustees, in each case, shall take into consideration the following:

- [1] The maximum dimensional and/or building height increase of the Site's prior zoning, the zoning and built environment of adjoining parcels and the characteristics of the natural environment of the Site and its surroundings.
- [2] Consideration shall be given to the number, extent and combination of incentive features to be provided.
- [3] The need for such incentive features in the Village at the time of the application.
- [4] The degree of compatibility of such incentive features with the neighborhood in which they are located, taking into consideration the potential effects of noise, traffic, fumes, vibrations or other such characteristics on surrounding streets and properties, the visual impact of the resultant building bulk increase and/or incentive feature applied for, and the impact of the proposed development upon access to light, air and vistas known to be important to the Village.
- [5] The nature and scope of the public benefit features being provided by the Sponsor, which shall be qualitatively compared to the nature and scope of the incentive features.
- [6] In addition to the foregoing guidelines, the Board of Trustees may take into account other considerations bearing upon the purposes and objectives of any building bulk increase or waivers from development standards being sought.

**(8) Conditions of granting.** It shall be a condition of every granting of a SPR Floating Zone, whether stated or not, that if an application for site plan approval certified as complete is not presented to the Board of Trustees within 12 months of the date of approval of the SPR Floating Zone the zoning of said parcel shall revert back to the zoning of said parcel prior to its change to a SPR Floating Zone.

**To:** Mayor Steven Vescio and the Village of Briarcliff Manor Board of Trustees

**From:** Sarah K. Yackel, AICP, Principal

**Subject:** 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

**Date:** December 16, 2025

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As requested, we have reviewed the application of Briarhouse, LLC (the “Applicant”), the selected redeveloper of the Village-owned properties located at 1050 and 1030 Pleasantville Road (Tax Parcel Nos. 98.10-1-51 and 98.14-1-29, respectively; collectively, the “Project Site” or “Site”). The Project Site totals approximately 6.1 acres and is located on the west side of Pleasantville Road in the Village’s Central Business 1 (CB1) District, across from Village Hall.

The Applicant, pursuant to a Land Development Agreement (“LDA”) with the Village and the Briarcliff Manor Local Development Corporation (LDC), proposes to redevelop the Site with:

- “Briarhouse”, a private mixed-use multifamily development on 1050 Pleasantville Road, consisting of two four-story buildings with a total of 86 apartments (studio, one-, and two-bedroom units) over approximately 10,880 square feet of first-floor commercial space, associated residential amenities, and a 150-space surface parking lot; and
- The “Justice Center”, a new two-story, approximately 13,390-square-foot Village Police Station and Court Facility at 1030 Pleasantville Road, with secure, staff, and public parking areas;
- Public amenities, including a 9,000-square-foot public plaza fronting Pleasantville Road between the two Briarhouse buildings, a public trail system of approximately 1,970 feet in length on the wooded western portion of the Site, and streetscape and sidewalk improvements.

To implement this program, the Applicant seeks the following approvals:

- Adoption of a new Strategic Property Redevelopment (SPR) Floating Zone and associated Village Code §220-21.B provisions;
- Rezoning of 1050 and 1030 Pleasantville Road into the SPR Floating Zone;
- Approval of an SPR Concept Plan for the Site;
- A lot line adjustment/subdivision separating the Briarhouse parcel from the Justice Center/public amenities parcel(s);
- For the Briarhouse portion: site plan, steep slope, tree, and wetlands permit approvals, as well as approval of a SWPPP all by the Board of Trustees; and
- Related local and State approvals, including potential permits from NYSDEC (freshwater wetlands), NYSDOT (roadway improvements), and Westchester County Department of Health (sewer extension).

Date: December 16, 2025 Page 2 of 6

From: Sarah K. Yackel, AICP, Principal

Subject: 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

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All of these actions are subject to review under the New York State Environmental Quality Review Act (SEQR).

In support of its application, the Applicant has submitted the following information to the Board of Trustees:

1. Cover letters prepared by David J. Cooper, Esq. of Zarin & Steinmetz, LLP dated October 10, 2025 and November 18, 2025;
2. Zoning Petition prepared by David J. Cooper, Esq. of Zarin & Steinmetz, LLP dated October 16, 2025;
3. Survey prepared by TC Merritts Land Surveyors dated March 9, 2022, last revised June 26, 2026;
4. “Preliminary Engineering Plans,” prepared by Tectonic Engineering (Preliminary Engineering Plans), dated November 12, 2025;
5. Short Environmental Assessment Form (SEAF), Part 1, prepared by AKRF, dated October 10, 2025;
6. Expanded Environmental Assessment Form (EEAF) and Supporting Figures/Appendices, prepared by AKRF, dated November 18, 2025;
7. “Briarhouse and Justice Center, 1030 & 1050 Pleasantville Road – SPR Concept Plan,” prepared by AKRF, dated November 18, 2025, with appended preliminary landscape, engineering, and architectural materials. .

**Review Comments:**

1. **Zoning.** The SPR framework and Concept Plan generally appear consistent with the intent of the requirements set forth in §220-21.B. and the Village’s downtown goals. The following items should be clarified or supplemented:
  - Phasing Plan - Provide a concise phasing narrative and/or graphic describing:
    - Sequencing of Briarhouse construction/occupancy;
    - Sequencing of Justice Center construction/occupancy;
    - Timing and delivery of the public plaza, trail, and streetscape improvements;
    - Any temporary parking arrangements while the existing municipal lot is under construction.
  - Bulk / Incentives Summary - Provide a standalone table or narrative that:
    - Identifies all deviations from underlying CB-1/R20B standards (height, GFA, coverage, setbacks, etc.);
    - Clearly link any requested bulk “incentives” to the public benefits being provided (Justice Center, plaza, trail, affordable housing, streetscape).

Date: December 16, 2025 Page 3 of 6

From: Sarah K. Yackel, AICP, Principal

Subject: 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

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- Design and Streetscape Details (for later Site Plan stage, but can be acknowledged now) - Confirm that at Site Plan the Applicant will submit:
  - Detailed plaza plan (programming, seating, paving, shade, planting);
  - Streetscape/lighting plan along Pleasantville Road;
  - Storefront/signage framework to ensure an active, pedestrian-oriented frontage.
- Comprehensive Plan / Design Findings - Add a brief, integrated “findings” statement to the Concept Plan materials summarizing how the project meets the findings in §220-21.B.(6) Concept Plan approval.

Affordable Housing. Consistent with Village Code §220-10 Affordable Housing, the Briarhouse development will include nine affordable housing units (10%). Consistent with the proposed SPR regulations, the level of affordability for those units may be increased up to 100% of the Area Median Income and shall be identified on the Final Site Plan.

Site Walk. The Board of Trustees may wish to schedule a site walk to better understand how the various project elements relate to the Project Site.

2. Steep Slopes, Wetlands, and Trees. The Concept Plan and EEAf identify natural resources and steep slopes.

Steep Slopes (Chapter 220-15). The proposed SPR regulations allow steep slope (Chapter 220-15) to be varied or waived when necessary to realize the public benefit objectives of an SPR project, provided that slope disturbance is clearly identified on the Concept Plan and appropriate mitigation is proposed. The Concept Plan and EEAf quantify existing steep slopes by category and the total areas of proposed disturbance for both the Briarhouse and Justice Center sites (Table 1 and Table 8). Slope disturbance is concentrated in the creation of building pads, parking lots, and the public trail alignment on the western steep slope areas.

The Concept Plan’s steep slope disturbance table should be clearly cross-referenced to the SPR provision that allows waivers, including a concise narrative justification explaining why the requested disturbance is necessary to deliver: 1) the Justice Center program (public safety); 2) the trail system and associated public open space; and 3) compact, walkable mixed-use development at the downtown gateway.

Date: December 16, 2025 Page 4 of 6

From: Sarah K. Yackel, AICP, Principal

Subject: 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

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The Concept Plan and EEA note that disturbance is limited to the minimum necessary and that grading/retaining walls will be used to reduce slope impacts. We recommend that, as part of final Concept Plan and Site Plan approval, the Applicant:

- Commit to slope stabilization and revegetation details (native plantings, slope plant mixes, and long-term maintenance);
- Provide typical sections for retaining walls and associated landscaping along the western limits of disturbance for both sites; and
- Clarify how construction access will be managed to avoid additional slope disturbance beyond what is shown on the Concept Plan.

See review comments from DTS | Provident Engineering for technical assessment of the proposed steep slopes disturbance.

Wetlands (Chapter 218). The EEA identifies a Village wetland (0.047-acres) on 1030 Pleasantville Road and indicates that the wetland would be permanently disturbed by the project and the Applicant is requesting a waiver from the Village's wetland regulations as set forth in Village Code Chapter 218, in accordance with the SPR zoning text amendments. The Concept Plan indicates wetland locations and buffer areas (Figure 9), and both documents acknowledge that Village wetlands permit and NYSDEC freshwater wetlands permit may be required. The Applicant should provide the following additional information:

- Has a Jurisdictional Determination request been submitted to NYSDEC? What is the status of this request?
- Quantify in EEA and Concept Plan text the total amount of direct disturbance to the wetland and wetland buffer. The text should be clear that the Applicant is proposing to remove the wetland.
- Clarify the waiver request – what is specifically being requested by the Applicant – complete disturbance of the wetland and buffer area?
- Has a detailed wetland delineation been prepared in accordance with Chapter 218 for evaluation by the Board of Trustees?

Date: December 16, 2025

From: Sarah K. Yackel, AICP, Principal

Subject: 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

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Trees (Chapter 202). Village Code §202-3B.(2) states that “any property owner applying for subdivision or site plan approval, whose plans would require the removal of any trees on said property, shall submit a tree protection plan to the Village Planning Board. Any property owner applying for special permit approval, whose plans would require the removal of any trees on said property, shall submit a tree protection plan to the Village Board of Trustees.” We recommend that the text be amended to include “any property owner or contract vendee applying for a special permit, Special Property Floating Zone approval, or a planned unit development, shall submit a tree protection plan to the Village Board of Trustees” to ensure compliance with the Village’s tree ordinance. If the Board agrees, the Applicant should submit a standalone Tree Protection Plan which identifies the trees to be removed and/or planted and that sets forth measures to protect trees before, during and after construction in accordance with Village Code §202. At a minimum a clear explanation of any requested relief from Chapter 202, paired with protection strategies, should be provided to allow the Board to weigh public benefits against resource loss.

Natural Resources. The Board of Trustees should consider seeking input on the proposed natural resource impacts, proposed plantings, and landscaping plans from the Village’s Environmental Advisory Committee (EAC) and the Village’s consulting engineer DTS Provident.

3. Site Plan. The Applicant is currently seeking the creation of the SPR Floating Zone, the mapping of the SPR on the Project Site, and the approval of an SPR Concept Plan for the site. Following approval of the SPR Concept Plan, the Applicant will require site plan approval subject to review and approval by the Village Board of Trustees, as set forth in the SPR regulations, in accordance with Village Code Chapter 220-14. Site development plans.
4. Architectural Review Advisory Committee (ARAC). The Board of Trustees should consider referring the Concept Plans to the ARAC for review and advisory recommendation. While the ARAC’s official review capacity is limited to referrals from the Planning Board, given the mixed-use nature of the project within the Village’s downtown, referral to ARAC seems appropriate.
5. SEQR. The Proposed Action is classified as an Unlisted Action under SEQR; however, given the complexities of the proposed action, the Board of Trustees at the October 22<sup>nd</sup> meeting declared its intent to be lead agency for the SEQR process and circulated the Short EAF and Application materials to all the SEQR Involved Agencies. We recommend that given the complex nature of the project, and similar to the requirements for the Downtown Adjacent Planned Unit Development proposed for 235 Elm Road, that the Applicant submit a Full Environmental Assessment Form to the Village in support of the Expanded EAF. The Board should also note that the SEQR

Date: December 16, 2025 Page 6 of 6

From: Sarah K. Yackel, AICP, Principal

Subject: 1030 & 1050 Pleasantville Road – Strategic Property Redevelopment (SPR) Floating Zone, SPR Concept Plan, and Related Approvals – Technical Review

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process will need to cover all required actions on the project, including site plan approval and environmental permits. Given the complex nature of the required approvals, the Board of Trustees may wish to hold a joint meeting with the Planning Board to review the application and their comments.

We look forward to discussing our comments with you at the December 16<sup>th</sup> meeting.

cc: Josh Ringel, Village Manager  
Christine Dennett, Assistant Village Manager/Village Clerk  
Kevin Leddy, Village Engineer  
Josh Subin, Village Attorney  
Brian Dempsey, DTS Provident

VILLAGE OF BRIARCLIFF MANOR  
BOARD OF TRUSTEES AGENDA  
JANUARY 20, 2026

**2. BRIARCLIFF MANOR COMPREHENSIVE PLAN – LEAD AGENCY  
DETERMINATION, PLANNING BOARD REFERRAL, WESTCHESTER  
COUNTY REFERRAL AND SCHEDULING OF PUBLIC HEARING**

**LEAD AGENCY DETERMINATION**

BE IT RESOLVED that the Village of Briarcliff Manor Board of Trustees issues this Notice of Intent for the purpose of determining lead agency pursuant to the requirements of the State Environmental Quality Review Act (SEQRA) and Part 617 (6NYRR Part 617), the Statewide implementing regulations pertaining to SEQRA. If no written objections are received the Village of Briarcliff Manor Board of Trustees will assume lead agency 30 days after the date of this notice. This notice has been prepared pursuant to Article 8 of the Environmental Conservation Law.

**Project Title:** Briarcliff Manor Comprehensive Plan

**Project Location:** Briarcliff Manor, Westchester County, New York

**SEQRA Type:** Type 1

**Project Description:** The Village of Briarcliff Manor is seeking to adopt the Village of Briarcliff Manor Comprehensive Plan, an update to the Village's 2007 Comprehensive Plan. The Plan was developed in 2025 by the informal Working Group made up of Village staff, two Village Trustees, and the chair of the Environmental Advisory Committee, with input from the public through two online surveys and one public workshop. The Comprehensive Plan was prepared to serve as a guiding document for land use and policy decisions in the Village. The Plan seeks to manage future growth and development patterns in the Village.

The Plan is structured into three parts: Plan Vision and Background, Plan Elements, and Implementation Plan. The Implementation Plan includes a future land use approach and a detailed implementation matrix for each recommendation.

**Contact Person:** Christine Dennett, Assistant Village Manager/Village Clerk  
Briarcliff Manor, NY  
1111 Pleasantville Road  
Briarcliff Manor, New York 10510

Phone: 914-941-4800  
[cdennett@briarcliffmanor.gov](mailto:cdennett@briarcliffmanor.gov)

**PLANNING BOARD REFERRAL, WESTCHESTER COUNTY REFERRAL AND SCHEDULING OF PUBLIC HEARING**

BE IT RESOLVED that the Board of Trustees of the Village of Briarcliff Manor hereby refers the Draft Comprehensive Plan to the Village Planning Board and the Westchester County Planning Board for review and comment and to schedule a public hearing for Tuesday, March 3, 2026 at 7:30pm in the William J. Vescio Community Center.

The draft plan can be found here: <https://www.briarcliffmanor.gov/487/Comprehensive-Plan-Update>



# Briarcliff Manor Comprehensive Plan

## Full Environmental Assessment Form Part 1

*Village of Briarcliff Manor, New York*

Lead Agency:  
Village of Briarcliff Manor Board of Trustees  
Briarcliff Manor, New York  
1111 Pleasantville Road  
Briarcliff Manor, New York 10510

**January 5, 2026**

**BFJ Planning**

## **BRIARCLIFF MANOR COMPREHENSIVE PLAN**

**Village of Briarcliff Manor, New York**

### **FULL ENVIRONMENTAL ASSESSMENT FORM PART 1**

Briarcliff Manor Board of Trustees  
Village of Briarcliff Manor  
1111 Pleasantville Road  
Briarcliff Manor, NY 10510  
Contact: Joshua Ringel, Village Manager  
(914) 944-2782

**Prepared by**  
BFJ Planning  
115 Fifth Avenue  
New York, NY 10002  
Contact: Sarah K. Yackel, AICP, Principal  
(212) 353-7375

January 5, 2026

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## **I.0 Introduction: Location, Purpose, and Description of Proposed Action**

### **1.1 Introduction**

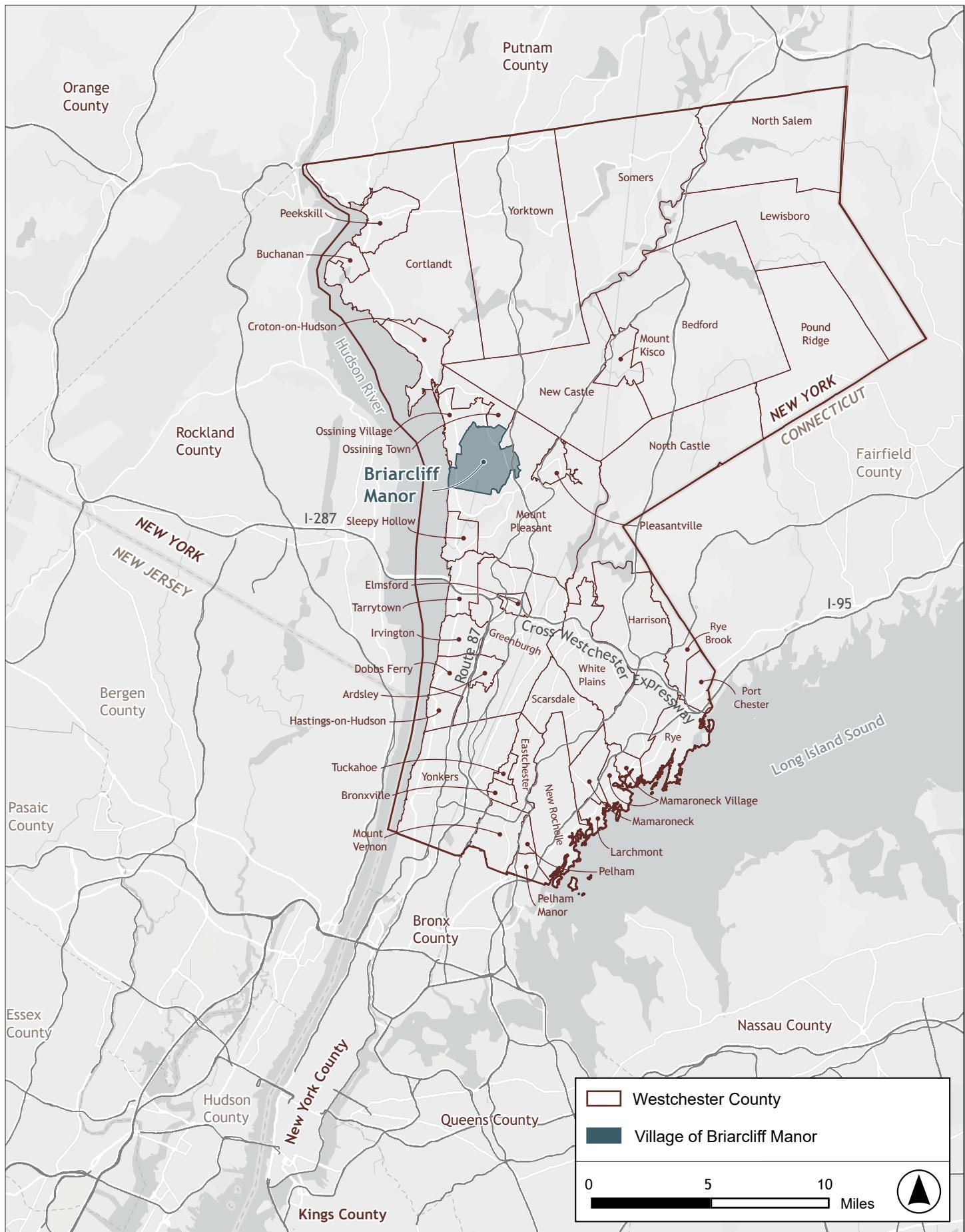
Pursuant to the New York State Environmental Quality Review Act (6 NYCRR Part 617 “SEQR”), the proposed action discussed in this Full Environmental Assessment Form (“EAF”) is the potential adoption of the Village of Briarcliff Manor Comprehensive Plan (“Plan”) by the Briarcliff Manor Board of Trustees.

### **1.2 Project Location**

Briarcliff Manor is located in central Westchester County, approximately 30 miles north of Manhattan (see Figure 1: Regional Context). Surrounding municipalities include: the Village of Ossining and the Town of Ossining to the west and the north, and the Town of Mount Pleasant to the east and the south. Briarcliff Manor’s total land area is approximately 5.75 square miles.

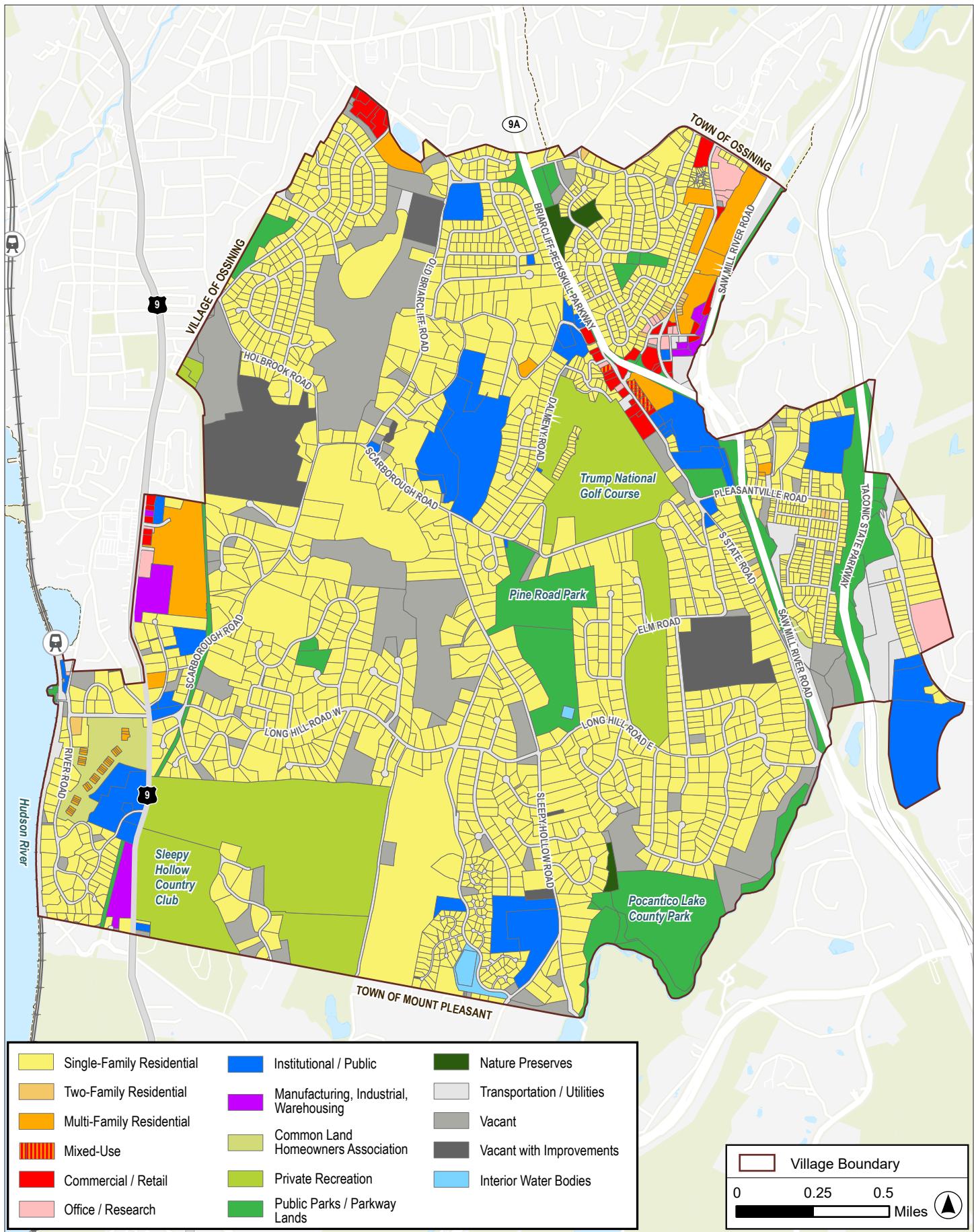
The Village is well situated along regional rail and road networks, offering access throughout the New York metropolitan region. Briarcliff Manor is easily reachable via Routes 9, 9A, 100 and the Taconic State Parkway. The Metro-North Hudson Line serves the Village’s Scarborough train station, connecting the Village to New York City and northern destinations in the Hudson River Valley.

Briarcliff Manor’s land use pattern is predominantly residential, with commercial activity concentrated in the western, northern, and eastern edges of the Village (see Figure 2: Existing Land Use). Briarcliff Manor’s land use is also defined by its parks and open space areas, which comprise nearly 20% of the Village’s land area.



## Briarcliff Manor Comprehensive Plan

FIGURE 1: REGIONAL CONTEXT



**Briarcliff Manor Comprehensive Plan**

**FIGURE 2: EXISTING LAND USE**

### 1.3 Description of the Proposed Action

The proposed action is the adoption of the Briarcliff Manor Comprehensive Plan. The plan is an update of the Village's current plan from 2007. The plan was developed in 2025, led by an informal working group made up of Village staff, two Village Trustees, and the chair of the Environmental Advisory Committee, with input from the public through community engagement that included two online surveys, one pop-up event, and one public workshop. The Comprehensive Plan was prepared to serve as a guiding document for land use and policy decisions in the Village. The Plan seeks to manage future growth and development patterns in the Village.

Informed by community input, the Plan's vision statement was crafted as a guiding principle for the Plan:

*Briarcliff Manor's future is rooted in its natural beauty, strong sense of community, and enduring bucolic character. As a vibrant and welcoming Village, it strives to become a model of thoughtful, sustainable living—where a thriving downtown, well-connected neighborhoods, and abundant open spaces reflect a deep commitment to both people and place. By protecting vital natural resources, thoughtfully integrating nature into the built environment, focusing residential growth in and around the downtown, supporting a robust local economy, and investing in resilient infrastructure, Briarcliff Manor will ensure an inclusive and environmentally responsible future for generations to come.*

The Plan's content is structured into three parts:

**(I) Plan Vision and Background**

Part I introduces the comprehensive planning purpose and process, summarizes community engagement efforts, reviews prior planning documents, analyzes recent demographic trends, assesses current land use and zoning, and introduces the Plan's vision statement and document structure.

**(II) Plan Elements**

Part II covers existing conditions, issues, opportunities, and recommendations for each of the six planning elements: Natural Resources and Sustainability; Housing; Downtown and Business Areas; Parks, Recreation, and Open Space; Transportation; and Community Facilities and Services.

**(III) Implementation**

Part III presents a generalized land use approach for the Village and includes a detailed implementation matrix that serves as a roadmap for executing the Plan.

The complete draft plan, as well as other relevant documents that were drafted as part of the planning process, can be found via the following link:

<https://www.briarcliffmanor.gov/487/Comprehensive-Plan-Update>

## **2.0 Full Environmental Assessment Form – Part 1**

Part 1 of this Full Environmental Assessment Form (EAF) evaluates the potential for environmental impacts to be created by the approval of the Briarcliff Manor Comprehensive Plan by the Village of Briarcliff Manor Board of Trustees. This legislative action is generic in nature, not site-specific, and does not directly result in physical changes to the environment. Part 1 of the Full EAF is designed for a site-specific action rather than area-wide or generic proposals. As a result, many of the questions in Part 1 (Sections D. and E.) are not relevant to the proposed comprehensive plan update and have not been answered. The Full EAF Part 1 can be found on the following pages.

***Full Environmental Assessment Form***  
***Part 1 - Project and Setting***

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project:		
Project Location (describe, and attach a general location map):		
Brief Description of Proposed Action (include purpose or need):		
Name of Applicant/Sponsor:	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Project Contact (if not same as sponsor; give name and title/role):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:

## B. Government Approvals

<b>B. Government Approvals, Funding, or Sponsorship.</b> (“Funding” includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Council, Town Board, or Village Board of Trustees		
b. City, Town or Village Planning Board or Commission		
c. City, Town or Village Zoning Board of Appeals		
d. Other local agencies		
e. County agencies		
f. Regional agencies		
g. State agencies		
h. Federal agencies		
i. Coastal Resources.		
i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
iii. Is the project site within a Coastal Erosion Hazard Area?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

## C. Planning and Zoning

### C.1. Planning and zoning actions.

Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?  Yes  No

- **If Yes**, complete sections C, F and G.
- **If No**, proceed to question C.2 and complete all remaining sections and questions in Part 1

### C.2. Adopted land use plans.

a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?  Yes  No

If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?  Yes  No

b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)  Yes  No

If Yes, identify the plan(s):

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c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?  Yes  No

If Yes, identify the plan(s):

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### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance.  Yes  No  
If Yes, what is the zoning classification(s) including any applicable overlay district?

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b. Is the use permitted or allowed by a special or conditional use permit?  Yes  No

c. Is a zoning change requested as part of the proposed action?  Yes  No

If Yes,

i. What is the proposed new zoning for the site? \_\_\_\_\_

### C.4. Existing community services.

a. In what school district is the project site located? \_\_\_\_\_

b. What police or other public protection forces serve the project site? \_\_\_\_\_

c. Which fire protection and emergency medical services serve the project site? \_\_\_\_\_

d. What parks serve the project site? \_\_\_\_\_

## D. Project Details

### D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? \_\_\_\_\_

b. a. Total acreage of the site of the proposed action? \_\_\_\_\_ acres

b. Total acreage to be physically disturbed? \_\_\_\_\_ acres

c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? \_\_\_\_\_ acres

c. Is the proposed action an expansion of an existing project or use?  Yes  No

i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision?  Yes  No

If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_

ii. Is a cluster/conservation layout proposed?  Yes  No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases?  Yes  No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_

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f. Does the project include new residential uses?

Yes  No

If Yes, show numbers of units proposed.

One Family

Two Family

Three Family

Multiple Family (four or more)

Initial Phase

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

At completion

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Initial Phase

Yes  No

At completion

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

g. Does the proposed action include new non-residential construction (including expansions)?

Yes  No

If Yes,

i. Total number of structures \_\_\_\_\_

ii. Dimensions (in feet) of largest proposed structure: \_\_\_\_\_ height; \_\_\_\_\_ width; and \_\_\_\_\_ length

iii. Approximate extent of building space to be heated or cooled: \_\_\_\_\_ square feet

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage?

Yes  No

If Yes,

i. Purpose of the impoundment: \_\_\_\_\_

ii. If a water impoundment, the principal source of the water: \_\_\_\_\_

Ground water  Surface water streams  Other specify: \_\_\_\_\_

iii. If other than water, identify the type of impounded/contained liquids and their source. \_\_\_\_\_

iv. Approximate size of the proposed impoundment. Volume: \_\_\_\_\_ million gallons; surface area: \_\_\_\_\_ acres

v. Dimensions of the proposed dam or impounding structure: \_\_\_\_\_ height; \_\_\_\_\_ length

vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): \_\_\_\_\_

## D.2. Project Operations

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both?  Yes  No

(Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite)

If Yes:

i. What is the purpose of the excavation or dredging? \_\_\_\_\_

ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site?

• Volume (specify tons or cubic yards): \_\_\_\_\_

• Over what duration of time? \_\_\_\_\_

iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them.

iv. Will there be onsite dewatering or processing of excavated materials?  Yes  No

If yes, describe. \_\_\_\_\_

v. What is the total area to be dredged or excavated? \_\_\_\_\_ acres

vi. What is the maximum area to be worked at any one time? \_\_\_\_\_ acres

vii. What would be the maximum depth of excavation or dredging? \_\_\_\_\_ feet

viii. Will the excavation require blasting?  Yes  No

ix. Summarize site reclamation goals and plan: \_\_\_\_\_

\_\_\_\_\_

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area?  Yes  No

If Yes:

i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): \_\_\_\_\_

\_\_\_\_\_

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

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iii. Will the proposed action cause or result in disturbance to bottom sediments?

Yes  No

If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation?

Yes  No

If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

c. Will the proposed action use, or create a new demand for water?

Yes  No

If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

Yes  No

ii. Will the proposed action obtain water from an existing public water supply?

If Yes:

- Name of district or service area: \_\_\_\_\_
- Does the existing public water supply have capacity to serve the proposal?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No
- Do existing lines serve the project site?  Yes  No

iii. Will line extension within an existing district be necessary to supply the project?

If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site?

Yes  No

If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes?

Yes  No

If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): \_\_\_\_\_

iii. Will the proposed action use any existing public wastewater treatment facilities?

Yes  No

If Yes:

- Name of wastewater treatment plant to be used: \_\_\_\_\_
- Name of district: \_\_\_\_\_
- Does the existing wastewater treatment plant have capacity to serve the project?  Yes  No
- Is the project site in the existing district?  Yes  No
- Is expansion of the district needed?  Yes  No

<ul style="list-style-type: none"> <li>• Do existing sewer lines serve the project site?</li> <li>• Will a line extension within an existing district be necessary to serve the project?</li> </ul>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
<ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____</li> </ul>	
iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul>	
v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____	
vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____	
e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<ul style="list-style-type: none"> <li>i. How much impervious surface will the project create in relation to total size of project parcel?                       _____ Square feet or _____ acres (impervious surface)                       _____ Square feet or _____ acres (parcel size)         </li> </ul>	
ii. Describe types of new point sources. _____	
iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____	
<ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____</li> </ul>	
<ul style="list-style-type: none"> <li>• Will stormwater runoff flow to adjacent properties? <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ul>	
iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? <input type="checkbox"/> Yes <input type="checkbox"/> No	
f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes, identify:	
<ul style="list-style-type: none"> <li>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles) _____</li> </ul>	
<ul style="list-style-type: none"> <li>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</li> </ul>	
<ul style="list-style-type: none"> <li>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</li> </ul>	
g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? <input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
<ul style="list-style-type: none"> <li>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ul>	
ii. In addition to emissions as calculated in the application, the project will generate:	
<ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>	

h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Estimate methane generation in tons/year (metric): _____	
ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____	
i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____ _____	
j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend	
<input type="checkbox"/> Randomly between hours of _____ to _____.	
ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____	
iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____	
iv. Does the proposed action include any shared use parking? <input type="checkbox"/> Yes <input type="checkbox"/> No	
v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe:	
vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <input type="checkbox"/> Yes <input type="checkbox"/> No	
vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <input type="checkbox"/> Yes <input type="checkbox"/> No	
viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <input type="checkbox"/> Yes <input type="checkbox"/> No	
k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy?	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
If Yes:	
i. Estimate annual electricity demand during operation of the proposed action: _____	
ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____	
iii. Will the proposed action require a new, or an upgrade, to an existing substation? <input type="checkbox"/> Yes <input type="checkbox"/> No	
l. Hours of operation. Answer all items which apply.	
i. During Construction:	
<ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	
ii. During Operations:	
<ul style="list-style-type: none"> <li>• Monday - Friday: _____</li> <li>• Saturday: _____</li> <li>• Sunday: _____</li> <li>• Holidays: _____</li> </ul>	

m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes:	
i. Provide details including sources, time of day and duration:	_____
ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe: _____	
n. Will the proposed action have outdoor lighting?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes:	
i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:	_____
ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe: _____	
o. Does the proposed action have the potential to produce odors for more than one hour per day?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures: _____	
p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Product(s) to be stored _____	_____
ii. Volume(s) _____ per unit time _____ (e.g., month, year)	_____
iii. Generally, describe the proposed storage facilities: _____	_____
q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Describe proposed treatment(s):	_____
ii. Will the proposed action use Integrated Pest Management Practices?	<input type="checkbox"/> Yes <input type="checkbox"/> No
r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Describe any solid waste(s) to be generated during construction or operation of the facility:	_____
• Construction: _____ tons per _____ (unit of time)	_____
• Operation : _____ tons per _____ (unit of time)	_____
ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:	_____
• Construction: _____	_____
• Operation: _____	_____
iii. Proposed disposal methods/facilities for solid waste generated on-site:	_____
• Construction: _____	_____
• Operation: _____	_____

s. Does the proposed action include construction or modification of a solid waste management facility?

Yes  No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): \_\_\_\_\_

ii. Anticipated rate of disposal/processing:

- \_\_\_\_\_ Tons/month, if transfer or other non-combustion/thermal treatment, or
- \_\_\_\_\_ Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: \_\_\_\_\_ years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste?

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility?  Yes  No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

## E. Site and Setting of Proposed Action

### E.1. Land uses on and surrounding the project site

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

Urban  Industrial  Commercial  Residential (suburban)  Rural (non-farm)  
 Forest  Agriculture  Aquatic  Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe:

b. Land uses and covertypes on the project site.

Land use or Covertype	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces			
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)			
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			

c. Is the project site presently used by members of the community for public recreation? i. If Yes: explain: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? If Yes, i. Identify Facilities: _____ _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Does the project site contain an existing dam? If Yes: i. Dimensions of the dam and impoundment: • Dam height: _____ feet • Dam length: _____ feet • Surface area: _____ acres • Volume impounded: _____ gallons OR acre-feet	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii. Dam's existing hazard classification: _____ iii. Provide date and summarize results of last inspection: _____	
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? If Yes: i. Has the facility been formally closed? • If yes, cite sources/documentation: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____	
iii. Describe any development constraints due to the prior solid waste activities: _____	
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? If Yes: i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? If Yes: i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: <input type="checkbox"/> Yes – Spills Incidents database      Provide DEC ID number(s): _____ <input type="checkbox"/> Yes – Environmental Site Remediation database      Provide DEC ID number(s): _____ <input type="checkbox"/> Neither database	<input type="checkbox"/> Yes <input type="checkbox"/> No
ii. If site has been subject of RCRA corrective activities, describe control measures: _____	
iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? If yes, provide DEC ID number(s): _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____	

v. Is the project site subject to an institutional control limiting property uses?		<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> <li>• If yes, DEC site ID number: _____</li> <li>• Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>• Describe any use limitations: _____</li> <li>• Describe any engineering controls: _____</li> <li>• Will the project affect the institutional or engineering controls in place?</li> </ul>		<input type="checkbox"/> Yes <input type="checkbox"/> No
<ul style="list-style-type: none"> <li>• Explain: _____ _____ _____</li> </ul>		
<b>E.2. Natural Resources On or Near Project Site</b>		
a. What is the average depth to bedrock on the project site? _____ feet		
b. Are there bedrock outcroppings on the project site? If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %		
c. Predominant soil type(s) present on project site: _____ % _____ _____ %		
d. What is the average depth to the water table on the project site? Average: _____ feet		
e. Drainage status of project site soils: <input type="checkbox"/> Well Drained: _____ % of site <input type="checkbox"/> Moderately Well Drained: _____ % of site <input type="checkbox"/> Poorly Drained: _____ % of site		
f. Approximate proportion of proposed action site with slopes: <input type="checkbox"/> 0-10%: _____ % of site <input type="checkbox"/> 10-15%: _____ % of site <input type="checkbox"/> 15% or greater: _____ % of site		
g. Are there any unique geologic features on the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____		
h. Surface water features. i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <input type="checkbox"/> Yes <input type="checkbox"/> No ii. Do any wetlands or other waterbodies adjoin the project site? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes to either i or ii, continue. If No, skip to E.2 i. iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <input type="checkbox"/> Yes <input type="checkbox"/> No iv. For each identified regulated wetland and waterbody on the project site, provide the following information: <ul style="list-style-type: none"> <li>• Streams: Name _____ Classification _____</li> <li>• Lakes or Ponds: Name _____ Classification _____</li> <li>• Wetlands: Name _____ Approximate Size _____</li> <li>• Wetland No. (if regulated by DEC) _____</li> </ul> v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, name of impaired water body/bodies and basis for listing as impaired: _____		
i. Is the project site in a designated Floodway? <input type="checkbox"/> Yes <input type="checkbox"/> No		
j. Is the project site in the 100-year Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No		
k. Is the project site in the 500-year Floodplain? <input type="checkbox"/> Yes <input type="checkbox"/> No		
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes: i. Name of aquifer: _____		

m. Identify the predominant wildlife species that occupy or use the project site:	   
n. Does the project site contain a designated significant natural community?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Describe the habitat/community (composition, function, and basis for designation):	   
ii. Source(s) of description or evaluation:	   
iii. Extent of community/habitat:	
• Currently: _____ acres	
• Following completion of project as proposed: _____ acres	
• Gain or loss (indicate + or -): _____ acres	
o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Species and listing (endangered or threatened):	   
p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Species and listing:	   
q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, give a brief description of how the proposed action may affect that use:	   
<b>E.3. Designated Public Resources On or Near Project Site</b>	
a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, provide county plus district name/number:	   
b. Are agricultural lands consisting of highly productive soils present?	<input type="checkbox"/> Yes <input type="checkbox"/> No
i. If Yes: acreage(s) on project site: _____	   
ii. Source(s) of soil rating(s): _____	   
c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature	
ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____	   
d. Is the project site located in or does it adjoin a state listed Critical Environmental Area?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If Yes:	
i. CEA name: _____	   
ii. Basis for designation: _____	   
iii. Designating agency and date: _____	   

e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?  Yes  No

If Yes:

i. Nature of historic/archaeological resource:  Archaeological Site  Historic Building or District

ii. Name: \_\_\_\_\_

iii. Brief description of attributes on which listing is based:  
\_\_\_\_\_

f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?  Yes  No

g. Have additional archaeological or historic site(s) or resources been identified on the project site?  Yes  No

If Yes:

i. Describe possible resource(s): \_\_\_\_\_

ii. Basis for identification: \_\_\_\_\_

h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?  Yes  No

If Yes:

i. Identify resource: \_\_\_\_\_

ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): \_\_\_\_\_

iii. Distance between project and resource: \_\_\_\_\_ miles.

i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?  Yes  No

If Yes:

i. Identify the name of the river and its designation: \_\_\_\_\_

ii. Is the activity consistent with development restrictions contained in 6NYCRR Part 666?  Yes  No

## F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

## G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name \_\_\_\_\_ Date \_\_\_\_\_

*Sarah K. Yael*

Signature \_\_\_\_\_ Title \_\_\_\_\_

**VILLAGE OF BRIARCLIFF MANOR  
BOARD OF TRUSTEES AGENDA  
JANUARY 20, 2026**

**3. ADOPTION OF BRIARCLIFF MANOR RECREATION DEPARTMENT  
REFUND POLICIES**

BE IT RESOLVED, that the Board of Trustees of the Village of Briarcliff Manor hereby authorizes the Briarcliff Manor Recreation Department refund policies to be amended as follows:

**Day Camp Refund Policy**

Recognizing both the financial investment made by parents/legal guardians and the planning commitments required by the Village (including staffing, trips, facility rentals, and transportation), a unique refund policy applies to all Village camp programs.

Refund requests must be submitted by completing a Refund Request Form, available at the Recreation Department or online at: <https://www.briarcliffmanor.gov/234/Refund-Policy-of-the-Recreation-Department> .

The refund schedule is as follows:

- **From the date of registration through the second Friday in February at close of office hours**  
100% of camp fees paid will be refunded, less a \$25 processing fee.
- **From the second Saturday in February to the first Friday in March at close of office hours**  
50% of camp fees paid will be refunded, less a \$25 processing fee.
- **After the first Saturday in March:** No refunds will be issued, except in **limited and documented circumstances**, as determined **consistent with this policy** and at the discretion of the Village.

**Camp refund guidelines:**

- Participants registered for the 5-week bundle who would like to switch to a different option (session I or session II) may do so only by canceling the 5-week bundle registration. If the Village is able to fill the space, a refund will be issued to you and you may then register for your desired session(s).
- Refunds will not be issued for partial attendance, missed days, or weeks not attended for any reason (illness, vacation, schedule conflicts).
- Camp sessions cannot be broken apart or prorated.
- All refunds will be in the form of a refund check, typically issued thirty days after the request has been made in accordance with the Village's accounts payable schedule.

**Please be advised that credit card fees related to any payment to the Village are non-refundable as those are separate service fees paid to a third party.**

**Refund Policy for Programs (i.e. -classes, clinics, etc.),  
Events (ie special events, one-time programs, etc.)  
& Memberships (ie - Pickleball, Pool, Tennis & Platform Permits)**

**Program/Permit Refund Policy**

The Village of Briarcliff Manor **maintains a no refund and no prorating policy, except as expressly outlined below**. Registrants are responsible for considering any personal circumstances that may affect their ability to participate.

In the event that a program is canceled by the Recreation Department due to insufficient enrollment, instructor conflicts, or weather-related issues, a full refund will be processed.

In **limited circumstances**, a participant may encounter an **unforeseeable and unavoidable situation, including but not limited to serious illness or injury**, that they believe may warrant consideration for a refund of fees paid. These requests must be made in writing using the Refund Request Form and submitted to the Recreation Superintendent. All requests will be reviewed by the Superintendent, who will make a refund determination **consistent with this policy**.

A processing fee of \$25 will be retained by the Village in all cases where refunds, or partial refunds, are granted. In the case of injury or illness, proof must be submitted with the Refund Request Form.

**Prorating Policy**

The Village of Briarcliff Manor **does not typically grant prorated refunds**. If a program is cut short or a participant becomes ill or injured, a prorated refund **may be considered** based on the number of sessions attended. Proof must accompany the request.

Refunds will not be issued for partial attendance, missed days, or classes not attended for any reason (illness, vacation, schedule conflicts).\\

Prorated refunds for court permits (Tennis, Pickleball, Paddle, etc) and pool permits are prohibited.

**Reimbursements**

All refunds will be in the form of a refund check, issued within 30 days after the request has been made in accordance with the Village's accounts payable schedule.

**FACILITY USAGE PERMITS/RENTALS** (pavilions, fields, court sports (tennis, platform, pickleball, basketball), playgrounds, parks, youth center and community center rentals)

As per the Village Code Chapter 153 – Section 5 under G – there are no refunds for any facility usage permits or rentals.

**Please be advised that credit card fees related to any payment to the Village are non-refundable as those are separate service fees paid to a third party.**

VILLAGE OF BRIARCLIFF MANOR  
BOARD OF TRUSTEES AGENDA  
JANUARY 20, 2026

**4. RESOLUTION AUTHORIZING PARTICIPATION IN NYS LOCAL GOVERNMENT EFFICIENCY (LGE) GRANT APPLICATION WITH THE TOWN OF YORKTOWN (LEAD AGENCY) AND THE VILLAGE OF CROTON-ON-HUDSON**

**WHEREAS**, the Village of Briarcliff Manor seeks to enhance operational efficiency, data sharing, and coordinated public safety services through shared law enforcement technology; and

**WHEREAS**, the New York State Department of State, through the Local Government Efficiency (LGE) Grant Program, provides funding to support shared services and efficiency initiatives among local governments; and

**WHEREAS**, the Town of Yorktown will serve as the **Lead Agency** for an application to the LGE Grant Program, in partnership with the Village of Briarcliff Manor and the Village of Croton-on-Hudson, for the implementation of **Motorola Records Management System (RMS) software** for participating police departments; and

**WHEREAS**, the shared Motorola RMS system will improve interoperability, reporting accuracy, data sharing, and coordinated law enforcement and emergency response across municipal boundaries; and

**WHEREAS**, participation in this shared services project is expected to reduce duplicative costs, improve operational efficiency, and enhance public safety outcomes consistent with the goals of the LGE Grant Program; and

**WHEREAS**, the Village of Briarcliff Manor understands that the LGE Grant Program requires a **local cost share of 10%** and agrees to contribute its proportionate share of any required matching funds or non-state costs, subject to appropriation by the Village Board;

**NOW, THEREFORE, BE IT RESOLVED**, that the Village Board of the Village of Briarcliff Manor hereby authorizes participation in a New York State Local Government Efficiency (LGE) Grant application to be submitted by the **Town of Yorktown as Lead Agency**, in partnership with the Village of Briarcliff Manor and the Village of Croton-on-Hudson, for the implementation of Motorola RMS software; and

**BE IT FURTHER RESOLVED**, that the Village of Briarcliff Manor agrees to participate in the project in accordance with all applicable LGE Grant Program

requirements, including execution of any required intermunicipal agreements, memoranda of understanding, or related documents; and

**BE IT FURTHER RESOLVED**, that the Village of Briarcliff Manor agrees to provide its share of required project costs and to comply with all reporting, financial, and administrative obligations associated with acceptance of any awarded grant funds.

Village Board of Trustees  
Regular Meeting  
January 6, 2026  
7:30 p.m.

A Regular Meeting of the Board of Trustees of the Village of Briarcliff Manor, New York was held at the William J. Vescio Community Center on the 6<sup>th</sup> of January, 2026 commencing at 7:30 p.m.

**Present**

Steven A. Vescio, Mayor  
Peter S. Chatzky, Deputy Mayor  
Kevin Hunt, Trustee  
Rhea Mallett, Trustee

**Also Present**

Josh Ringel, Village Manager  
Christine Dennett, Village Clerk/Assistant Village Manager  
Joshua Subin, Village Attorney  
Sarah Yackel, Village Planning Consultant

**Absent**

Malcolm Netburn, Trustee

**Pledge of Allegiance**

**Continued Public Hearing for a Local Law to Establish Chapter 220-21.C  
Downtown Adjacent Planned Unit Development Districts “PUD”**

Deputy Mayor Chatzky gave a brief synopsis of the proposed law.

Village Planning Consultant Yackel stated additional amendments were needed to the Code and would be drafted for the Board's consideration.

Upon motion by Deputy Mayor Chatzky, seconded by Trustee Hunt, the Board voted unanimously to adjourn the public hearing to February 3, 2026.

**Continued Public Hearing - 235 Elm Road - Renaissance Briarcliff Manor  
235 Elm Road – Rose Enterprises Group, Inc. Renaissance Briarcliff  
Manor–Preliminary Planned Unit Development approval (“Preliminary PUD  
Approval”) pursuant to the proposed §220-21.C of the proposed draft  
legislation**

Mr. Matthew Behrens of Zarin and Steinmetz, Attorney representing the applicant, stated their presentation would have four areas of focus, Dow Hall feasibility, the visual corridor, a height analysis and the driveway.

Mr. Mark Day, Structural Engineer for the Applicant, gave an overview of Dow Hall's current state and stated the abatement costs would be enormous and potentially impossible to repair the roof.

Mr. Leonard Glickman, Applicant, noted there was a site walk scheduled for January 11, 2026 at 10:00am.

The Board had general discussion regarding Dow Hall.

Mayor Vescio requested the applicant investigate as to whether or not part of the building could be salvaged as the amenity building.

Mr. Stuart Lachs and Mr. Alan Ward reviewed the landscaping plan and stated it was also reviewed by the EAC. They stated a full resubmission was being prepared.

Mr. Lachs reviewed existing and proposed views from neighboring properties as well as the heights of the buildings.

Mr. Diego Villareale, Engineer for the Applicant, stated the eastern driveway would be restricted to "no left turn" into the site.

Trustee Mallett suggested that driveway be an "exit only".

Mr. Keith Austin of 55 Hawthorn Place stated he was disappointed the applicant did not address the concerns of the visual impacts of the building massing or reduce the number of units. He further stated they needed to show why a wetland intrusion was necessary and requested a full size set of plans be made public at Village Hall. He requested the Board not approve the concept plan until the items were addressed.

Mr. Glickman stated the concerns would be addressed with the next submission.

Mr. Villareale stated they were restoring the wetland buffer and no buildings or driveways would be located in it. He stated the proposed path would go through the buffer but that could be reconsidered or different materials could be used in that area.

Mr. Jim Bombassei of 81 Tuttle Road requested the applicant provide the proposed view from his property.

Mr. Joseph Dempsey of 198 South State Road stated his property was downhill of the site and they were concerned with runoff and any pesticides used impacting their property. He asked what the timing of the project was.

Ms. Marta Burachok of 106 Tuttle Road stated a lot of the concerns were not covered but a lot of thought was put into the landscaping plan. She asked who would be responsible for maintaining it.

Mr. Glickman stated a full resubmittal would be done for the February 3, 2026 meeting and a site walk would be held on January 11, 2026 at 10:00am.

Village Attorney Subin requested the site be salted as best as possible and noted Counsel would not be present. He stated it would not be a recorded meeting so any answers to questions raised should be provided at the next public hearing.

Upon motion by Trustee Mallett, seconded by Trustee Hunt, the Board voted unanimously to adjourn the public hearing to February 3, 2026.

### **Board of Trustees Announcements**

- Several Recreation and Library Programs are available. Visit their websites for more information.
- Recreation is conducting a survey for the 250<sup>th</sup> Year of the United States Potential Celebrations.
- Camp Registration begins on January 21<sup>st</sup>.
- Recreation Advisory Committee is seeking new members.
- Join the Fire and Ambulance Departments.
- The People's Caucus has a list of upcoming meeting dates.
- A grant was received in the amount of \$1,972,000 for Phase 3 of the Law Park Drainage Project.

### **Village Manager's Report**

- The EV chargers are operational at Village Hall and were funded solely by grants. Additional chargers are being installed at the Library and also at Scarborough Station.

### **Environmental Advisory Council Report**

Dr. Amy Karpati, Chair of the EAC gave an overview of the work they'd done over the past year and future projects including but not limited to:

- Native Pollinator Garden at the Library completed with educational signage to come.
- Vine squad event to remove invasive species.
- Applied for a grant for a Natural Resources Inventory.
- Quarterly newsletters in collaboration with the Sustainability Advisory Committee.
- Oversight of tree plantings.

The Board thanked the EAC for all their work and stated they made a huge impact on the Village.

### **Committee Report**

- The Comprehensive Plan draft will be posted tomorrow. Thanks to all for their input and contributions helping to shape the document.

## Public Comments

Mr. Sal Maglietta representing 100 Holbrook Road stated the work of the EAC was noticeable throughout the Village and noted the work put into and collaboration for the 235 Elm Road project was impressive and would benefit the community. He stated he sent two emails regarding the proposed solar farm at 345 Scarborough Road and the applicant submitted an inaccurate portrayal in their plan of the sewer easement. He further stated the easement was not abandoned and asked the Board to consider that when reviewing the application.

Village Attorney Subin stated the applicant should put their comments on the record during the public hearing once scheduled.

## Amend Master Fee Schedule – Recreation Fees

Upon motion by Trustee Mallett, seconded by Trustee Hunt, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED that the Board of Trustees does hereby amend the Master Fee Schedule for the Village of Briarcliff Manor as follows:

## **2026 Updated Parks and Recreation Department Fee Schedule**

<b>Recreation - Facility Rentals</b>	Recreation Center, Youth Center & Law Park Pavilion:	See Sheet 2	3/28/2023
<b>Refund / Cancellation Fee</b>		25	3/2/2011
<b>Non-Resident Surcharge</b>	Fee added to resident fee for certain eligible programs	10	
<b>Special Events/Programs</b>			
Portraits in the Park	Cooperative Program with Ann Charles Studios	200	1/6/2026
Scarecrow Building		25	1/6/2026
Hosting All-Star meet for Northern Westchester	charge NWSA only to offset costs	750	1/6/2026
<b>Adult Programs</b>	<b>Offered Seasonally in groups of 6 - 10 classes</b>		
Badminton	Pick up games on Monday Evenings per night of	7	6/1/2016

	session		
Basketball	Pick-up games on Wednesday Evenings per night of session	8	6/1/2011
Ease into the season	Instructor led class on mediation per class	40	1/6/2026
Pilates	Instructed Class per class	20	1/6/2026
Puzzlepalooza	Puzzle challenge night	35	1/6/2026
Creative Art Activities	Rec Leader hosts class	25	1/6/2026
Tea Parties at the Youth Center	Special Events	45	1/6/2026
Trivia		40	1/6/2026
Volleyball	Pick up games per night	10	1/6/2026
Adult Tennis Lessons (Resident)	AM & PM for Beg. /Adv. Beg./Intermed./Advanced	180 - 250	6/1/2022
Platform Tennis Lessons	Group Lessons for Adults	250	1/6/2026
Adult Pickleball Lessons Residents	For Beg, Adv Beg, Intermediate	180-250	1/6/2026
<b>Senior Citizen Programs</b>	<b>Offered Seasonally in groups of 6 - 10 classes</b>		
Strength and Stretch	Instructed Class per session	50	1/6/2026
Chair Yoga	Offered Seasonally in groups of 10 classes	65	6/1/2018
Line Dancing	Instructed Class	45	1/6/2026
Mah Jong Lessons	Instructed Class	100	1/6/2026
Tai Chi	Instructor led class	65	1/6/2026
Thursday Adventure Trips	Various trips to local places for seniors	Free- 100	1/6/2026
Various Day Trips w. coach bus	Day Trips for Seniors up to 10x per year	45-200	1/6/2026
Zumba Gold	Instructed Class	25	1/6/2026
<b>Senior Citizen Programs don't always cover all expenses</b>			
<b>Platform Tennis Permit Fees</b>			
Resident	Family	300	6/1/2019
	Adult	215	6/1/2019
	Child	100	6/1/2019
	Senior	120	6/1/2019
	Lesson Permit	10	1/6/2026
School District & Non-Residents	Family	450	6/1/2019
	Adult	300	6/1/2019
	Child	125	6/1/2019
	Senior	145	6/1/2019

	Lesson Permit	10	1/6/2026
<b>Pickleball Permit Fees</b>			
Residents	Adult (21-61 years)	80	2/15/2022
	Child (12-20) Under 12 free	20	2/15/2022
	Senior (62+)	50	2/15/2022
	Family	150	3/5/2024
	<b>Lesson Only Permit</b>	<b>10</b>	<b>1/6/2026</b>
	Fire Department	0	
School District & Non-Residents	Adult (21-61 years)	100	2/15/2022
	Child (12-20) Under 12 free	30	2/15/2022
	Senior (62+)	75	2/15/2022
	Family	190	3/5/2024
<b>Ice Skating Rink Permit Fees</b>	Residents / School District Residents & Guests	5 / 10	6/1/2016
<b>Youth Programs</b>	<b>Offered Seasonally</b>		
Art Extra - Sensory Art	Art Class by Rec Leader for ages 2 - 5	75	1/6/2026
BYS Winter Basketball Clinics	Instructor led classes for K-5	250	1/6/2026
BYS Basketball Clinics	Instructor led classes for K-5 after school seasonally	185	1/6/2026
Basketball 3-6	League Program for grades 3 - 6, with officials, uniforms, game schedule, etc	245	1/6/2026
Cheerleading	Program offered by BBHS Cheer Coaches	150	1/6/2026
Cooking Class	Instructor led cooking classed for K - 5	315	1/6/2026
Creativiteas Party	Instructor led Wicked themed tea	55	1/6/2026
Eastern FC youth soccer clinic	Instructor led classes for K - 6	280	1/6/2026
Flag Football	Instructor lead classes for 1 - 5	225	1/6/2026
Football Camp	Instructor lead camp for grades 9 - 12	85	1/6/2026
Football Team Clinic	Instructor lead camp for teams	450 a team	1/6/2026
Golf by TGA	Instructor Lead clinic	190	1/6/2026
Halloween Window Painting	Special Event for 2nd - 5th Grades Single Entry	20	6/1/2013
	Twosome Entry	25	6/1/2013
Juneteenth MultiSport Camp	Instructor run day program from a day out of school	75	1/6/2026

Kids Rock U	Instructor lead for 0 - 6 yrs old- Rental for room per 45 min class	50	1/6/2026
Pre-K Multi Sports	Instructor lead class for 2 - 5 yrs old	125	1/6/2026
Robin Academy	Instructor lead Class	130	1/6/2026
School's Out Activities	Instructor lead Program for 1 to 3 hrs for grades prek4s to 5	60	1/6/2026
sewing for Kids	Instructor lead Class for grades K - 5	285	1/6/2026
Ski Trips	Series of 5 trips with lift tickets	390	1/6/2026
BYS Spring Break Camp	Multi Sport Camp	295	1/6/2026
Speed, Agility and Quickness	Instructor lead Class for grades 3 - 6	145	1/6/2026
Sports Clinics w/HS Coaches	Various sports during breaks grades k - 8, 3 hrs, per day	60	1/6/2026
Super Soccer Stars	Instructor led program	295	1/6/2026
Engineering for Kids Camps	Summer Contractual Camp program	270 / 420	6/1/2016
Youth Tennis Lessons	Afternoon Group Lessons for various levels	180 - 250	1/6/2026
Winter Family Open Play	Free Play with instructor/supervisor \$35 per day or 90 for all 3	35 - 90	1/6/2026
<b>Youth Afterschool Programs</b> <b>TASK</b>	<b>Offered Seasonally- Fall and Winter</b>		
Arcade Programming	Arcade program for grades 3 -5	280	1/6/2026
Birds, Bugs, and Beasts	Learning about animals	275	1/6/2026
Budding Entrepreneurs	Introduction to business for grades 2 - 5	240	1/6/2026
Chess - Beginners / Intermediates	Chess instruction for grades 1-5	240	1/6/2026
Coding	Computer Coding for grades 3 - 5	320	1/6/2026
Crayola -	Art Class for grades K - 5	275	1/6/2026
Creative Creatures	Art classes for grades K - 2	150	6/1/2016
Creative Writing	Writing program for grades 2-5	195	6/1/2016
Creativitea Party for Girls	Craft & socialization program for grades K-2	175	6/1/2016
Cupcake Decorating	Workshops for grades 2 - 5	175	6/1/2016
Debate Club	Workshop for debating for grades 2 - 5	240	1/6/2026
Electronic Game Design	Designing computer video games for grades 3 - 5	185	6/1/2016

Engineers Lab / Intro to Electronic Circuits	Engineering program for grades 3-5	240	6/1/2016
Fencing	Introduction to Fencing for grades 3 - 5	500	1/6/2026
Floor Hockey/Flag Football	Sports Class for grades K - 5	230	1/6/2026
Future Fashion Stars	Fashion Designing Class for grades 2 - 5	275	1/6/2026
Graphic Novel	Comic book/Graphic Novel design for grades 2-5	240	6/1/2016
Imagination Theatre	Theatre Arts program for grades K - 2	210	6/1/2016
Keyboarding	Piano Lessons for grades 2 - 5	200	1/6/2026
Lego Building / Art	Lego program for grades 1-3	205	6/1/2016
Legos	Lego program for grades K-5	245	1/6/2026
Mad Science	Science classes for grades K - 5	275	1/6/2026
Magic	Magic instruction for grades K-5	155	6/1/2016
Make Believe Art	Art classes for grades K-2	145	6/1/2016
MakerSpace	Craft Class for grades K - 5	285	1/6/2026
Mechanical Engineering & Jr Mech Eng.	Engineering program for grades 3-5 & K-2	190	6/1/2016
Microsoft Kodu Game	Introduction to Kodu for grades 3 - 5	215	6/1/2016
Mindful Art Explorers	Art Classes for K - 5	280	1/6/2026
Minecraft Building	Introduction to Minecraft for grades 3 - 5	215	6/1/2016
My First Lemonade Stand	Introduction to business for grades 2 - 5	240	1/6/2026
My First Piggy Bank	Introduction to Money and Saving K - 3	240	1/6/2026
Music Start	Music program for grades K-3	165	6/1/2016
Robotics - Amazing Engines	Engineering program for grades 3 - 5	245	1/6/2026
Rocketry	Rocket building program for K - 5	220	1/6/2026
Pottery Painting	Art classes for grades K - 5	320	1/6/2026
Pushkin Puppet Squad	Puppet making program for grade 4	150	6/1/2016
The Art of Science	Science classes for grades K - 5	290	1/6/2026
Sew Happy	Sewing Class for grades 2 - 5	300	1/6/2026
Sports and Games	Physical Activities for grades K - 5	230	1/6/2026
Story Art	Art classes & reading program for grades K - 2	150	6/1/2016
Triple Threat	Sports Class for grades 2 - 5	230	1/6/2026
Visual Arts	Grades 2-4	190	6/1/2016

Yoga for Kids	Grades K-2	250	1/6/2026
<b>Summer Day Camp Programs</b>	<b>Resident Fee</b>	<b>Eligible Non-Residents*</b>	<b>DATE EFFECTIVE</b>
		*Summer Day Camp Fees for Out-of-Village, BMUFSD applicants remain 25% higher than proposed Resident Fees	
<b>Tree Camp - choose either Session</b>	<b>Day Camp Program for children entering grades K - 1</b>		
5 week Bundle - entire 5 weeks	1680	2100	1/18/2025
Session I (July 6th - July 17th)	710	890	1/6/2026
Session II (July 20th - July 31st)	710	890	1/6/2026
Bonus week - First week (June 29th - July 2nd)	Add on week 280	350	1/6/2026
<b>Super Camp</b>	<b>Day Camp Program for children entering grades 2-3</b>		
5 week Bundle - entire 5 weeks	1680	2100	1/18/2025
Session I (July 6th - July 17th)	710	890	1/6/2026
Session II (July 20th - July 31st)	710	890	1/6/2026
Bonus week - First week (June 29th - July 2nd)	Add on week 280	350	1/6/2026
<b>Tree Camp and Super Camp CIT Enrollment</b>		400	500
			3/2/2011
<b>Camp Adventure</b>	<b>Day Camp Program for children entering grades 4 - 6</b>		
5 week Bundle - entire 5 weeks	1680	2100	1/18/2025
Session I (July 6th - July 17th)	710	890	1/6/2026
Session II (July 20th - July 31st)	710	890	1/6/2026
Bonus week - First week (June 29th - July 2nd)	Add on week 280	350	1/6/2026
<b>Before Camp Care</b>	<b>Pre Camp Supervision for children entering K - 6th grades from 8 a.m. to</b>		

	<b>camp start</b>		
Before Camp Care - Week 1	55	70	1/6/2026
Before Camp Care - Weeks 2 & 3 or Weeks 4 & 5	130	165	1/6/2026
Before Camp Care - Full Session	315	395	1/6/2026
<b>After Camp Care</b>	<b>After Camp Supervision After Camp ends until 5 p.m.</b>		
After Camp Care - Week 1	105	130	3/5/2024
After Camp Care - Weeks 2 & 3 or Weeks 4 & 5	235	295	1/6/2026
After Camp Care - Full Session	600	750	1/6/2026
<b>Camp Horizon</b>	<b>Traveling Day Camp Program for children entering grades 7 - 9</b>		
5 week Bundle - entire 5 weeks	2520	2100	1/6/2026
Session I (July 6th - July 17th)	1060	1325	1/6/2026
Session II (July 20th - July 31st)	1060	1325	1/6/2026
Bonus week - First week (June 29th - July 2nd)	420	525	1/6/2026
<b>SPECIALITY CAMPS</b>	<b>Camps running weeks after the Day Camp</b>		
Mad Science	Instructor run week long camp	420	WE
Amazing Athletes Multi Sport	Instructor run week long camp	295	WILL
Artificial Intelligence Machine Learning	Instructor run week long camp	360	COME
BYS Multi Sport Full Day Camp	Instructor run week long camp	295	BACK
BYS Multi Sport Half Day Camp	Instructor run week long camp	175	TO
Chess - Full Day	Instructor run week long camp	380	BOARD
Chess - Half Day	Instructor run week long camp	255	IN APRIL
Coding Fun with Scratch	Instructor run week long camp	360	FOR
Crayola - Artists passport	Instructor run week long camp	405	THESE
My 1st Lemonade Stand	Instructor run week long camp	450	
STEAM Explorers	Instructor run week long camp	465	

<b>Recreation - Pool Permit Fees</b>			
<b>Resident - Seasonal Permits</b>	<b>Memorial Day Weekend - Labor Day Weekend</b>		
Child Pool		175	2/18/2025
Adult Pool		280	2/18/2025
Family Pool		610	2/18/2025
Senior Pool		155	2/18/2025
Fire Department Member		0	
Daily Use Permit	Gives access to pool but paying at the gate for each visit	60 + \$10 at gate	
<b>School District - Seasonal Permits</b>	<b>Memorial Day Weekend - Labor Day Weekend</b>		
Child Pool		270	2/18/2025
Adult Pool		440	2/18/2025
Family Pool		1020	2/18/2025
Senior Pool		255	2/18/2025
Daily Use Permit	Gives access to pool but paying at the gate for each visit	70 + \$10 at gate	
<b>Non Resident - Seasonal Permits</b>	Limited amount		
Family Pool		1195	2/18/2025
Child Pool (only w/adult permit holder)		310	2/18/2025
Adult Pool		515	2/18/2025
Senior Pool		515	2/18/2025
<b>Other Pool Fees and Activities</b>			
Daily Use Entry Fee - CASH at GATE (over 4 years old) Daily Use Permit Holders and Guests		10	3/6/2008
Pool 5-Guest Pass	Discount rates available to SEASONAL permit holders only	40	3/6/2008
Pool 10-Guest Pass	Discount rates available to SEASONAL permit holders only	80	3/6/2008
Replacement Pool Permit ID Card	when card is lost or stolen	5	3/6/2008
Swim Team	Summer Team program for permit holders 6-17 yrs. Old	200	3/10/2020
Water Babies	Instruction program for toddlers & caregivers	40	3/10/2020
Pre-School Aquatics	Instructional program for ages 3-5	40	3/2/2011

Lifeguard Training Pre - Test	a one day session to test kids to be lifeguards	40	1/6/2026
Lifeguard Training	Lifeguard Training Program for ages 15 and older	375	6/1/2021
Swim Lessons			
For Children	Private (One Child) 2 lessons	70	1/6/2026
	Private (One Child) 4 lessons	130	1/6/2026
	Private (One Child) 6 lessons	190	1/6/2026
Swim Lessons			
For Adults	Private (One Adult) 2 lessons	75	1/6/2026
	Private (One Adult) 4 lessons	150	1/6/2026
	Private (One Adult) 6 lessons	225	1/6/2026
Pool Party Space Rental	Dedicated Picnic Tables and space for a pool party	25 plus guest fees	1/6/2026
Water Aerobics	Instructor Lead Class	35	1/6/2026
<b>Tennis Permit Fees</b>			
Resident	Family	465	3/2/2021
	Adult	195	3/2/2021
	Child	125	3/2/2021
	Senior	125	3/2/2021
	Lesson Permit	30	1/6/2026
School District & Non-Residents	Family	N/A	
	Adult	255	3/2/2021
	Child	190	3/2/2021
	Senior	190	3/2/2021
	Lesson Permit	30	1/6/2026

**Authorize Village Manager to Execute an Agreement with Westchester County Department of Transportation Snow and Ice Agreement for 2025-2030**

Upon motion by Deputy Mayor Chatzky, seconded by Trustee Mallett, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED that the Village Manager is hereby authorized and directed to execute a Snow and Ice Agreement with Westchester County for the removal of snow and ice for a period of five years from October 1, 2025 through September 30, 2030.

**Fire Department Memberships**

The Board thanked the new members for volunteering.

Upon motion by Trustee Hunt, seconded by Deputy Mayor Chatzky, the Board voted unanimously to approve the following resolution:

BE IT RESOLVED, that the Board of Trustees of the Village of Briarcliff Manor hereby approves the under 18 membership of **Matthew Masala** to the Briarcliff Manor Fire Department.

BE IT RESOLVED, that the Board of Trustees of the Village of Briarcliff Manor hereby approves the under 18 membership of **Rani Bebslimane** to the Briarcliff Manor Fire Department.

BE IT RESOLVED, that the Board of Trustees of the Village of Briarcliff Manor hereby approves the under 18 membership of **Blanca Jain** to the Briarcliff Manor Fire Department.

### **Minutes**

Upon motion by Deputy Mayor Chatzky, seconded by Trustee Hunt, the Board voted unanimously to approve the minutes of December 16, 2025.

### **Adjournment**

Upon motion by Deputy Mayor Chatzky, seconded by Trustee Mallett, the Board voted unanimously to adjourn the Regular Meeting at 9:23pm.

Respectfully Submitted By,

Christine Dennett  
Village Clerk/Assistant Village Manager