# Village of Briarcliff Manor Comprehensive Plan Update
## Working Group Meeting Notes | July 10, 2025
### 12:15 PM – 1:30 PM

**Attendees:**

***Briarcliff Manor Comprehensive Plan Working Group***
Joshua Ringel, Village Manager
Christine Dennet, Village Clerk/Assistant Village Manager
Amy Karpati, Environmental Advisory Council Chair
Rhea Mallett, Village Trustee

***BFJ Planning***
Sarah Yackel, Project Principal
Michelle Gilman, Project Manager
Nick Cerdera, Project Planner

1. **Business Outreach Summary**
   a. Non-Downtown Business Survey
      i. An online survey was circulated among non-downtown business owners, and four participants responded. To supplement the survey, BFJ Planning contacted the four participants and offered additional one-on-one meetings. Discussion takeaways include:
         1. Streetscape features found along Pleasantville Road should be installed in CB2 (e.g., recycling bins, street furnishings)
         2. There are no parking challenges or tenancy issues at the Green's Natural Food Plaza
2. **Review Draft Chapters**
   a. Chapter I.1: Introduction, Vision and Goals
      i. The Working Group is pleased with the modified Vision Statement.
      ii. The Working Group discussed adjustments to some of the plan's goals to ensure consistency with the Vision Statement
         1. Housing: emphasis should be placed on providing diversity of housing
         2. Natural Resources and Sustainability: clarify language on integrating nature into the built environment.
         3. Parks, Recreation, and Open Space: include park accessibility as part of the plan's goal to enhance community recreation.
      iii. Add to Vision Survey section commentary on how the survey results shape the Plan's vision statement and goals.
         1. Update the word cloud color scheme
      iv. The Working Group also discussed methods to improve the narrative structure of the Chapter to improve flow and reader accessibility as well as highlighting accomplishments made since the 2007 plan.
   b. Chapter II.2: Housing

i. The Working Group was pleased with the overall structure and chapter content. Suggestions for improvements included:
1. Streamline data trend comparisons between the Village and Westchester County so that there is consistency throughout the chapter and superfluous information is eliminated.
2. Include more explanatory narrative within the existing conditions section to more clearly highlight key points in the data

c. Overall Plan Feedback
i. Plan narrative/"storytelling" - Tie discussions, conclusions, and issues and opportunities back to vision and goals.
ii. Restructure *Issues and Opportunities* sections into fewer, thematic sections that reflect the goals listed in the respective introductions. The sections can include subheadings and bullet points to improve readability.

3. **Next Steps**
a. Public Engagement
i. Visioning Exercise
1. The Working Group will be collecting public feedback on the draft vision statement via an "Ideas Wall" hosted on the Social Pinpoint platform. Visitors will be prompted to comment on the Vision. These comments can be upvoted or downvoted by other participants. The Ideas Wall will be live from mid-July through the end of October.
ii. Briarcliff Manor Community Day
1. Representatives from the Working Group and BFJ Planning will host a table at the Briarcliff Manor Community Day on September 6th 4 pm – 7 pm.
2. To take advantage of the high attendance expected for the event, BFJ Planning will prepare boards that review the vision, topics, and goals of the Comprehensive Plan. People will be encouraged to leave comments and other reactions to the plan on the boards.
iii. Fall Public Workshop
1. The Fall Public Workshop will be held in early/mid-November at the Todd School (6:30 -pm – 8:30 pm) – date and venue to be determined/confirmed.
b. August Working Group Meeting
i. The Working Group will meet on Thursday, August 21, to discuss the following chapters:
1. Chapter II.1: Natural Resources and Sustainability
2. Chapter II.3: Downtown and Business Areas
3. Open Space Element & revised Chapter II.4 with Open Space section