

Village of Sleepy Hollow

Comprehensive Plan

Recommendations

Economic Resources

1. Strengthen the unique identity of Sleepy Hollow's retail areas to attract more residents and visitors from the region.

E-1a: Create a vision for the future of each of the Village's commercial areas

- Work with the Sleepy Hollow Merchants Council, the Sleepy Hollow Tarrytown Chamber of Commerce, local businesses, and property owners.
- This could include unique branding, signage, streetscape treatment, and events for each of the distinct downtown business areas (Beekman Avenue, Cortlandt Street, Valley Street, and Broadway).

E-1b: Create a marketing and branding strategy that targets regional visitors, tourists, and potential new residents.

- A Village-wide marketing and branding strategy should highlight historical assets, the *Legend of Sleepy Hollow*, the waterfront, and the community's thriving Latin-American community.
- Coordinate with tourism assets to encourage visitors to explore commercial areas within the Village.
- Market Sleepy Hollow's Hispanic businesses as a unique cultural asset.

2. Reduce the number and impact of retail vacancies and improve the quality and variety of the retail and restaurant mix in and around the downtown.

E-2a: Develop a strategy to reach out to property owners with long-empty storefronts to encourage new business activity.

- Create design guidelines for vacant storefront windows to improve appearance, such as requiring that vacant storefront windows be covered with art.
- Consider implementing a vacant building registry to track vacancies and provide a mechanism for collecting fees from owners of vacant buildings to encourage occupancy of vacant downtown space.
- Coordinate with the Sleepy Hollow Merchants Council and Sleepy Hollow Tarrytown Chamber of Commerce to attract new businesses and match them with available retail and commercial space. Work with Chamber to develop and maintain a list of available space.

E-2b: Conduct a retail study to identify the demand for particular types of retail, and strategies to attract tenants to downtown.

E-2c: Create welcome packet and/or online landing page for prospective new businesses outlining process and contacts necessary for operating in the Village.

Village of Sleepy Hollow

Comprehensive Plan

3. Implement streetscape and façade improvements to make Beekman Avenue, Cortlandt Street, and Valley Street more attractive for residents, visitors, and new businesses.

E-3a: Update and expand design guidelines.

- Update existing design guidelines and explore expanding where they apply to ensure that new development downtown contributes positively to the public realm and creates a welcoming experience downtown.

E-3b: Create a façade improvement program to incentivize local property owners to improve storefront appearance and maintenance.

E-3c: Improve streetscape on Beekman Avenue, Cortlandt Street, and Valley Street to provide additional lighting, signage, street furniture, street trees, public art, and improvements for pedestrians and cyclists.

E-3d: Identify potential locations for public plazas and pocket parks.

E-3e: Consider creating a Business Improvement District (BID) to supplement the work currently performed by the Sleepy Hollow Merchants Council.

4. Expand access to local jobs

E-4a: Encourage local hiring for projects receiving local incentives (e.g., IDA, LDC).

E-4b: Study options to improve transit connections between local neighborhoods, transit hubs, and job centers.

E-4c: Seek opportunities to attract new businesses to Sleepy Hollow.

- Encourage creation of coworking space by allowing these uses in the C-2 zoning district.

Village of Sleepy Hollow

Comprehensive Plan

Housing

1. Reduce overcrowding, improve safety and quality-of-life, and provide affordable housing and diverse housing types.

H-1a: Complete a comprehensive housing study.

- A housing study would identify strategies to balance revitalization and preservation of affordable housing in the Inner Village and encourage a wide range of new housing types to support market demand including young professionals, seniors, existing residents, and workforce housing.
- Strategies or outcomes of the study could include:
 - Strategies to legalize converted apartment units that can be brought up to safe standards.
 - Program to assist property owners in improving existing buildings while preserving existing affordable rental units. This could include financial incentives to designate (via deed restrictions) existing multifamily housing as affordable, working with a local or regional affordable housing specialist to facilitate and/or manager the market-to-affordable process and the future management of the affordable units.
 - Evaluation of Village-owned property as potential sites for new affordable or workforce housing.
 - Promotion of increased owner-occupancy of multifamily dwellings through tax breaks or expediting permitting process. Could include working through the LDC or partnering with local banks to provide low-interest-rate mortgages, with priority given to existing residents to encourage existing renters to become owner occupants.

H-1b: Create a strategy for more consistent enforcement of building code violations that ensure safety and better living conditions.

H-1c: Develop a strategy to phase out nonconforming industrial uses from residential areas.

2. Encourage diverse housing types that support a range of ages, incomes, and cultures in the Village.

H-2a: Attract private developers to create workforce housing in the Village.

H-2b: Explore potential to facilitate accessory apartments in single-family homes.

H-2c: Create a vision to redevelop the existing DPW site

- After DPW is relocated to the East Parcel, the existing site will become available for redevelopment. Creating a vision for this site should involve the community to ensure a strong connection to the waterfront, preservation of character and scale, and exploration of the potential for public space.

Village of Sleepy Hollow

Comprehensive Plan

Land Use and Zoning

1. Resolve mismatches between designated zoning and actual land use in the Inner Village, focusing commercial zoning on the core retail areas along upper Beekman Avenue, Cortlandt Street and Valley Street.

L-1a: Revise the R-4A zoning on Hudson Street to preserve residential character.

- Explore revising the R-4A, the area on Hudson Street between Beekman Avenue and Division Street may be ready for a new vision and zoning that will help to encourage redevelopment.
- Preserve residential character in the middle of the block and encourage retail/commercial/mixed-use nodes at either end, near Beekman Avenue and Division Street.

L-1b: Revise the C-2 zoning to encourage renovation of existing buildings and development of affordable housing near the train station.

- Existing land use on Clinton Street does not match the C-2 zoning that is mapped in this area of the Village.
- This zoning designation may act as a barrier to renovation or development of properties on Clinton Street between Beekman Avenue and Cortlandt Street.
- One objective here may be to encourage affordable housing in close proximity to the Tarrytown Metro-North Station.

L-1c: Consider rezoning the lower portion of Beekman Avenue from C-2 to R-5, as commercial zoning is oversized and in some areas mostly used for residential purposes.

2. Eliminate barriers in zoning and building code that prevent revitalization while preserving existing community scale and character in areas where it is desired

L-2a: Adjust the requirement for site plan approval for a change of use, only requiring it where the parking demand would increase.

L-2b: Establish a package of zoning incentives, such as increased building height in the C-2 district and portions of the R-5 district

- Zoning incentives could be achieved in exchange for meeting objectives such as:
 - Provision of a public amenity such as a park, off-site public parking, streetscape improvements, etc.
 - Incorporation of green infrastructure measures such as green roofs, rain gardens, bio retention areas, vegetated swales, infiltration planters or cisterns.
 - Payment into a neighborhood stabilization fund to provide for building repairs, landscaping and similar measures to improve housing conditions.
 - Provision of designated affordable and/or senior housing.

L-2c: Review permitted uses, area and bulk requirements, parking requirements, and other provisions of the Central Commercial (C-2) zoning district to remove barriers to entrepreneurs, new business types, and experiential retail.

- Create flexibility in the zoning code to allow downtown business to provide multiple services in the same space. For example, a retail store could contain accessory uses such as a coffee/snack

Section 4: Recommendations

Village of Sleepy Hollow

Comprehensive Plan

far, a gallery space, or an event/class space. Such accessory uses would not require additional parking and could have different hours of operation.

- Eliminate the locational limit for restaurant or food service establishments.
- Remove the requirement that nonresidential portions of mixed-use buildings must be limited to the first floor; this would allow for offices as well as residential uses on upper stories.

L-2d: Eliminate inappropriate auto-oriented uses (such as car washes) as permitted uses in the C-2 zone.

L-2e: Consider eliminating residential-only uses as permitted uses in the C-2 zone. These uses could be allowed via special permit.

L-2f: Ensure that appropriate types of home-based business are allowed in residential neighborhoods.

L-2g: Review parking and loading requirements to ensure they are supportive of a business-friendly environment while balancing actual parking needs.

- For example, consider:
 - Establishing a higher requirement for medical offices vs. professional offices.
 - Exempting small (under 5,000 sf) businesses from loading requirements.
 - Making the provisions for off-site parking more flexible to encourage their use.
 - Exempt ground floor retail/commercial in existing buildings from parking requirements

3. Update zoning to prevent inappropriate scale of new development development.

L-3a: Address allowable scale of new development to protect character and quality design.

- Review area and bulk regulations in the R-5 District to evaluate whether allowable building heights are consistent with neighborhood character and community priorities.

L-3b: Closely monitor in the single-family residential zones to ensure that new homes are appropriate in terms of massing, setbacks and bulk.

Village of Sleepy Hollow

Comprehensive Plan

Connectivity

1. Improve connections between Metro-North train stations, Inner Village, parks, waterfront, and neighborhoods.

C-1a: Redesign key intersections to improve pedestrian and bicyclist safety.

- Intersections that could be improved include: Route 9, Route 9 and Pocantico Street, Route 9 and Pierson Avenue, Broadway and Bedford Road, Broadway and Pocantico Street, and other Inner Village intersections.
- Include recommendations of the Environmental Advisory Committee Walkability Workshop Report.

C-1b: As appropriate, implement recommendations of the Route 9 Active Transportation Conceptual Design Plan.

C-1c: Coordinate with Tarrytown to improve pedestrian safety to the Tarrytown Metro-North station.

- Improved pedestrian safety on streets that connect Sleepy Hollow neighborhoods to the Tarrytown Metro-North Station requires coordination with Tarrytown.
- Improvements could include streetscape improvements along River Street to enhance the pedestrian experience and link to potential access improvements to the station being contemplated by Tarrytown.

C-1d: Address vehicular impacts in residential neighborhoods, such as speeding and traffic congestion at certain locations, through traffic calming measures as needed.

C-1e: Install/improve sidewalks within a quarter-mile of schools and parks

C-1f: Continue to explore opportunities to connect neighborhoods via street ends and public right-of-ways.

C-1g: Create a comprehensive wayfinding and branding system, including location of parking areas, safe bicycle routes, directions and distance to key sites and attractions, and historical information.

2. Identify strategies to mitigate parking shortages in the Inner Village.

C-2a: Implement parking management strategies to improve parking for residents, businesses, and visitors.

- Encourage shared parking agreements between private property owners to increase efficiency of the parking supply.
- Improve wayfinding to assist visitors in finding parking at municipal lots.
- Streamline the parking permit system to maximize use of municipal lots, including potential adjustments to permit fees. Consider on-street overnight parking permits required in Inner Village.
- Explore the potential for creation of new public parking based on established needs, availability of land, and costs to the Village.

Village of Sleepy Hollow

Comprehensive Plan

C-2b: Amend parking requirements to be in line with Institute for Transportation Engineers (ITE) guidelines for communities of Sleepy Hollow's size and proximity to transit.

C-2c: Institute a payment-in-lieu of parking program.

- Many other communities in Westchester County have payment-in-lieu of parking programs, which allow property owners on constrained sites to change use or redevelop, while creating a fund for the Village to create additional parking.
3. Provide more diverse transportation infrastructure, including a local shuttle bus with a higher frequency service, and general improvements to walkability and bikeability throughout the Village and vicinities.

C-3a: Create a shuttle service that links transit, neighborhoods, and employment centers.

- Coordinate with Tarrytown, Westchester County Bee-Line, Metro-North, and major employers to create a shuttle service that links Metro-North stations with downtown neighborhoods and key employment centers in Sleepy Hollow and Tarrytown.

C-3b: Consider implementing individualized transportation options, such as bike share and/or dockless electric scooters.

C-3c: Expand multi-use on-street and off-street lanes for bikes and other forms of alternative transportation.

C-3d: Install more bike infrastructure at train stations and in the Inner Village.

C-3e: Consider the possibility of creating recreational excursion ferry service connecting to other Hudson River towns.

Village of Sleepy Hollow

Comprehensive Plan

Parks and Open Space

1. Improve access and facilities at public parks and open spaces in the Village.

P-1a: Identify and implement targeted improvements at parks and open spaces throughout the Village.

- Devries Park—stabilize the Pocantico River shoreline, repair and reopen the pedestrian bridge to Kingsland Point Park, and increase pedestrian connections to surrounding neighborhoods.
- Douglas Park—replace playground equipment with upgraded equipment and explore potential pedestrian connections to the adjacent neighborhood. Increase regular maintenance.
- East Parcel—seek grant funding to implement the Conceptual Plan.
- Horan’s Landing—maintain Horan’s Landing and explore potential for a public marina or kayaks/paddleboarding.
- Kingsland Point Park—Coordinate with Westchester County on future upgrades and maintenance, including the potential for the Village to take over ownership of the park; Needed improvements include the beach and boat launch area, walkways, and fencing. Enable safe public swimming access in the Hudson River.
- Reverend Sykes Park—aesthetic improvements and improved signage. Replace older playground equipment.
- Riverwalk—Complete the Greenway, Riverwalk Trails, and develop interconnections between trails within the Village, including the Riverwalk and Horseman’s Trail.
- Margotta Courts— aesthetic improvements and improved signage.
- Peabody Preserve Outdoor Classroom—create wayfinding signs and implement environmental education programs and green infrastructure pilot projects.
- Old Croton Aqueduct Trail—Improve access, continuity, and wayfinding to the aqueduct trail.

P-1b: Develop and implement a unified park signage program to clearly identify all Village parks.

P-1c: Explore the potential for one or more dog parks at existing Village parks.

2. Expand waterfront access and recreation.

P-2a: Improve and expand water-related recreation facilities at Kingsland Point Park.

- Enable safe public swimming access in the Hudson River.

P-2b: Continue to extend the Riverwalk from Horan’s Landing to Rockwood Hall.

- Encourage, develop, protect, and maintain linear and continuous pedestrian waterfront access (the riverwalk) between Horan’s Landing on River Street through Sleepy Hollow Lighthouse and Kingsland Point Park to the northern border of the Village.

P-2c: Allow for the consideration of additional docking and/or mooring facilities for transient boats and opportunities for recreational and commuter ferry operations.

P-2d: Continue to encourage and maintain water-dependent and/or water-enhanced public recreational uses.

- Potential public access could link to Tarrytown’s waterfront resources, Sleepy Hollow Lighthouse, and Kingsland Point Park.

Section 4: Recommendations

Village of Sleepy Hollow

Comprehensive Plan

P-2e: Rehabilitate or replace the bulkhead at Ichabod's Landing.

P-2f: Expand access to the Pocantico River for passive and active recreation (e.g., kayaking)

P-2g: Upgrade waterfront parks and open spaces to prepare for the impacts of rising sea levels.

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Village of Sleepy Hollow

Comprehensive Plan

Natural Environment

1. Improve water quality at Fremont Pond

N-1a: Seek funding to stabilize the shoreline at Fremont Pond.

N-1b: Encourage more public activities at Fremont Pond, while recognizing limited public shoreline access and limited public parking.

N-1c: Continue education efforts for homeowners adjacent to the pond on impacts caused by fertilizer and other non-point sources of stormwater pollution.

2. Implement a comprehensive approach for the Pocantico River for shoreline stabilization, culvert expansion, and water quality improvements, including green infrastructure.

N-2a: Seek funding to install a filtration system at Route 9, including green infrastructure and educational signage.

N-2b: Stabilize shoreline of the Pocantico River with natural shoreline solutions, where possible.

N-2c: Explore recommendations from the Pace University culvert expansion study and consider options to improve wildlife passage and reduce flooding.

N-2d: Coordinate with municipalities throughout the Pocantico River Watershed to explore upstream solutions to water quality issues.

3. Promote water quality improvements at the Hudson River

N-3a: Reconstruct riverbanks and bulkheads along the Hudson River at Kingsland Point Park using natural shoreline stabilization best practices where possible.

N-3b: Maintain and upgrade storm drainage lines.

4. Increase opportunities for the public to enjoy Sleepy Hollow's natural assets.

N-4a: Coordinate with Village staff, Westchester County, and Edge-on-Hudson to evaluate opportunities to increase public access to the Hudson River waterfront.

N-4b: Explore strategies to expand the Pocantico River for non-motorized boaters (e.g., kayaks), while also stabilizing the shoreline.

Village of Sleepy Hollow

Comprehensive Plan

N-4c: Ensure that hiking trails remain of the highest quality to promote opportunities to experience the outdoors within Sleepy Hollow.

N-4d: Coordinate with owners of the the Rockefeller properties to expand public access.

5. Reduce the amount of impervious surfaces throughout the Village.

N-5a: Establish a provision for lot coverage as distinct from building coverage, to reduce other paving elements such as parking areas, patios, sidewalks, etc.

N-5b: Establish a policy of installing green infrastructure best management practices where practical in conjunction with future roadway and sidewalk improvements, parking lot improvements, and other public projects.

- Encourage creation of raingardens and bioswales on public and private property.

Village of Sleepy Hollow

Comprehensive Plan

Sustainability

1. Reduce energy consumption and greenhouse gas emissions by Village operations and the community as a whole.

S-1a: Explore opportunities for renewable energy production and reduced energy consumption on publicly owned sites, infrastructure, and municipal buildings.

- Enhance the energy and water efficiency of municipal buildings through physical and operational improvements, such as energy recovery systems, LED light bulbs and high-efficiency fixtures.
- Replace or convert Village vehicles to improve average gas mileage, utilize alternative fuel technology, and reduce the emission of air pollutants.

S-1b: Adopt solar zoning legislation to encourage and regulate installation of building-mounted and ground-mounted photovoltaic arrays.

S-1c: Amend the zoning code to remove barriers to sustainability.

S-1d: Create a Climate Action Plan to follow on taking the New York State Climate Smart Communities Pledge to guide implementation of best practices for mitigating and adapting to climate change.

- Establish goals, phases, milestones and metrics to evaluate annual progress in the reduction of energy consumption and greenhouse gas emissions.

S-1e: Install Electric Vehicles (EV) charging stations in municipal parking lots.

2. Identify strategies to reduce waste, increase recycling rates, and promote composting.

S-2a: Support ongoing work of the Environmental Advisory Committee to reduce waste by the community and increase recycling rates.

S-2b: Encourage county-wide initiatives to reduce plastic bag use.

S-2c: Explore the possibility of purchasing and installing smart waste and recycling receptacles in the Inner Village.

S-2d: Coordinate with Westchester County to implement a county-wide compost collection program.

3. Develop strategies to improve local ecological resources, biodiversity, and public health.

S-3a: Conserve water by replacing and relining water pipes.

S-3b: Encourage energy-efficient and water-conserving features in new development, e.g. EnergyStar appliances, low-flow toilets, etc.

Section 4: Recommendations

Village of Sleepy Hollow

Comprehensive Plan

S-3c: Explore the adoption of a Steep Slope Ordinance to regulate development on hillside and steeply sloped areas.

4. Encourage smart growth in pedestrian and bicyclist friendly areas, near commercial areas, and in close proximity to public transit.

S-4a: Increase pedestrian and bicyclist safety.

S-4b: Implement complete streets policy.

- Establish goals, phases, milestones and metrics to evaluate annual progress.

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Village of Sleepy Hollow

Comprehensive Plan

Community Resources

1. Identify and support existing arts organizations and create opportunities for new organizations to join the local arts community.

CR-1a: Encourage creation of a non-profit arts-focused community space to increase visibility of the local arts community and provide resources for local artists.

CR-1b: Support and acknowledge the cultural influence of new residents as a resource to preserve and share cultural backgrounds.

2. Continue to promote Sleepy Hollow as a destination to visit historical resources.

CR-2a: Coordinate with the Visit Sleepy Hollow website and the Village's many historical sites to continue marketing and promoting local attractions for visitors.

CR-2b: Explore strategies to grow the tourism industry throughout the year to bring visitors during other seasons, in addition to the strong fall season.

3. Strengthen public health institutions to promote health and wellbeing.

CR-3a: Coordinate with Phelps Memorial Hospital to ensure that the hospital continues to thrive as a key public health asset for the region.

CR-3b: Promote knowledge about and access to affordable health nutrition, physical activity, and preventative medicine.

CR-3c: Explore the viability of developing community gardens where appropriate

CR-3d: Explore the potential for year-round farmer's market.

4. Ensure that social services organizations are able to continue providing critical services to vulnerable populations.

CR-4a: Encourage social services organizations to continue providing needed services to vulnerable populations, including seniors, low-income residents, and immigrants.

Village of Sleepy Hollow

Comprehensive Plan

Municipal Services

1. Address the growing demand for public safety services.

M-1a: Update municipal facilities

- Explore potential consolidation and/or relocation of municipal buildings to upgrade facilities, increase efficiency of operations, and open up underutilized Village-owned sites to be returned to the tax rolls.

M-1b: Explore potential to consolidate fire stations to ensure that they appropriately balance the need to serve all areas of the Village, with the need to maximize fiscal efficiency.

M-1c: Explore potential new facility for Emergency Medical Services (EMS).

2. Enhance quality-of-life in the Village by improving maintenance of the public realm.

M-2a: Improve waste collection of street garbage cans, condition of sidewalks, street trees, perception of safety issues, and maintenance of the public realm.

3. Explore opportunities to increase and/or expand shared services agreements with surrounding municipalities.

M-3a: Continue to explore combining drinking water systems with Tarrytown and Briarcliff Manor.

M-3b: Study potential services/facilities that could be shared with Tarrytown

4. Diversify the tax base

M-4a: Explore consolidating and/or divesting Village-owned property to expand the tax base.

M-4b: Consider zoning legislation to incentivize adaptive re-use of vacant or underutilized institutional buildings.

Village of Sleepy Hollow

Comprehensive Plan

Governance, Communication, and Transparency

1. Explore opportunities to collaborate and partner with neighboring municipalities and regional agencies.

G-1a: Continue working on shared services opportunities with neighboring municipalities and advocate to regional agencies about policy/capital improvements that will benefit Sleepy Hollow.

- Coordination with surrounding municipalities could include shared services, working with Tarrytown on shared economic strategies, etc.
- Regional agencies that impact Sleepy Hollow could include NYSDOT, FDOT, Metro-North, Westchester Bee-Line, etc.

2. Improve forms of communication to the community to seek out meaningful input in decision-making processes.

G-2a: Establish permanent mechanisms of public participation and meaningful input in decision-making processes.

G-2b: Expand use of Village website to communicate with the Village residents and visitors

G-2c: Consider establishing an ad hoc Comprehensive Plan Implementation Committee to assist the Village in prioritizing and furthering Plan recommendations.

3. Continue to establish strategies to reach out to the Spanish-speaking community.

G-3a: Support the liaison with the Spanish-speaking community – Establish regular meetings

G-3b: Continue to coordinate with local community groups to get feedback from the Spanish-speaking community

G-3c: Police department – create a Spanish-speaking liaison.

G-3d: Explore the use of more physical methods of public communication, such as anonymous comment boxes, flyers in local businesses that serve the Spanish-speaking community, etc.

4. Implement Smart City policies to use data to increase operational efficiency, share information with the public, and improve government services.