

PRIME VILLAGE -OWNED SITE AVAILABLE FOR REDEVELOPMENT

REQUEST FOR SITE CONCEPT & DEVELOPER QUALIFICATIONS

Market Square and Main Street Parking Lot Sites

VILLAGE OF OSSINING NY



June 2022

Market Square and Main Street Parking Lot Sites

The Village of Ossining (Village) is pleased to issue this Request for Site Concept and Developer's Qualifications (RFQ) for the redevelopment of strategic Village-owned sites consisting of two assemblages located at the corner of Main Street and Spring Street in Downtown Ossining, referred to as the Market Square and Main Street Parking Lots. The Village looks forward to working collaboratively with a developer to redevelop these important sites within our Downtown.

SCHEDULE (subject to change)

Re- Release of RFQ:	June 27, 2022
Pre-Submittal Meeting with Interested Developers (mandatory):	July 13, 2022
Deadline for Developers Questions:	July 15, 2022
Responses to Developers Questions:	July 20, 2022
Proposal Submission Deadline:	August 1, 2022
Interviews:	August 13-17 2022
Selection:	September 2022

Submissions will be used to identify a select number of proposers who may then be asked to provide additional clarifying information and be interviewed by Village representatives, followed by the Village's selection of a developer, at which time the Village will initiate negotiations with the developer.

SUBMISSION

All interested parties should submit responses as instructed in this document, clearly marked "Response to RFQ for Market Square and Main Street Parking Lot Sites" by **Monday, August 1, 2022** to:

Office of the Village Manager
16 Croton Avenue
Ossining, NY 10562

Attn: Assistant Village Manager Maddi Zachacz

QUESTIONS

All questions must be directed to the Assistant Village Manager, Maddi Zachacz, in writing. Email to Maddi@Villageofossining.org and indicate in the subject RFQ for Market Square and Main Street Parking Lot Sites.

This RFQ is not an offer by the Village of Ossining to sell the property described herein. The Village shall not be liable for costs incurred in the preparation of a response to this RFQ or in conjunction with any presentations before the Village Board of Trustees. All materials developed under the RFQ shall become the possession of the Village of Ossining. The information received from developers may be used for negotiations with other developers or for use in a subsequent procurement for the property. Notwithstanding any other provision of this RFQ and without prejudice or liability to any prospective responder, the Village of Ossining reserves the right to modify or waive any requirement of this RFQ or withdraw in its entirety.

Information on Market Square and Main Street Parking Lot Sites

The Village of Ossining is a community of 27,000 residents in central Westchester County, roughly 40 miles north of downtown Manhattan. Preserving our community's cultural and socio-economic diversity, while creating an even better tomorrow for the people who make up the Ossining community today, is core to our approach to economic development.

This is evident in every aspect of growth and opportunity emerging along our Downtown Waterfront District. Restaurants featuring cuisines reflective of our community's diversity now populate a Main Street that was nearly deserted a decade ago. Alongside them are shops featuring artisan home goods, educational toys, clothing and jewelry, and services specializing in haircare, beauty and body art. Our longstanding weekly farmer's market has been serving locals and visitors for nearly three decades and remains one of our community's most beloved Main Street assets. Initiating at the Joseph G. Caputo Community Center, Ossining's unique Sing Sing Kill Greenway winds alongside the Main Street Corridor, creating an astonishing greenspace in the Village center that vastly enhances walkability and connectivity between the downtown and the waterfront. Ossining's Downtown Waterfront District is completed by access to the Hudson River, where residents and visitors can dine alfresco at our riverfront restaurants, and access well-utilized public event spaces, a spray park, two playgrounds, and a picturesque Riverwalk.

Ossining's unique assets - a rich history and progressive social structure, abundant public amenities, engaged residents, a commitment to sustainable and inclusive development, an entrepreneurial and innovative business community, and a commitment to the arts-- create an ideal destination to spend an afternoon or a lifetime.

Ossining Downtown Economic Development Strategic Objectives and Accomplishments

In December 2021, the Village of Ossining was selected as a recipient of the New York State Regional Economic Development Council's highly competitive \$10 Million Downtown Revitalization Initiative (DRI) for the Mid-Hudson region. Ossining is currently embarking on a six-month planning process that will link the community's vision, goals and strategies to specific projects that have the potential to revitalize downtown Ossining. The identification of a private sector developer, or sponsor, for the redevelopment of the Market Square and the Main Street Parking Lots sites, will help greatly to position this project as a compelling opportunity for DRI funding to assist in the reimagining of these sites.

Predating the DRI, the Village has invested significant time and capital in the redevelopment of Downtown Ossining. The current restaurants and commercial businesses resulted from initiatives that started more than a decade ago, and which are now bearing fruit. The Downtown area is home to approximately 140 local businesses and restaurants, totaling over 850 employees in the healthcare, non-profit, manufacturing, retail, restaurant, and service industries. Over 550 dwelling units were developed within and around the downtown area over the past decade, along with over additional 400 dwelling units either approved or pending approvals. The infusion of new residents coupled with other Village initiatives assisted in the repopulation of our Downtown businesses. Ossining's recent Comprehensive Plan update and its zoning amendments will only help further these initiatives.

The Downtown is also defined by its transit access, which includes:

- Metro-North train station that boasts express commuting times of 45 minutes to Grand Central Terminal
- N.Y. Waterway Ferry connects Ossining and Haverstraw. (The Village of Haverstraw was also a 2022 recipient of \$10 million in DRI funding. Both communities are seeking leverage DRI monies to increase seasonal and weekend Ferry service to further mutual economic development).
- Four Bee-Line Bus Service routes connect at the intersection of Spring Street and Waller Avenue with two continuing to the train station
- The Old Croton Aqueduct 25-mile trail bisects the Main Street Corridor, providing pedestrian and bicycle access
- Automobile access from neighboring towns is convenient via Route 9A, Route 9 and the Taconic State Parkway

In 2021, the Village of Ossining set forth additional strategic objectives in the Village of Ossining Comprehensive Plan that laid a strong foundation for economic development growth in the Village. In the summer of 2021, the Village approved an update to the Comprehensive Plan with accompanying zoning changes, adding a new form-based overlay zone to the Downtown. This overlay zone was developed to encourage in-fill redevelopment of the Village Downtown that is consistent with, and respectful of, the historic nature of the Village Center, with an emphasis on maintaining the pedestrian experience on the western side of Main Street and extending it to other parts of the Downtown in a way that is contextual to the architectural character of the existing buildings.

Background Information on Market Square and Main Street Parking Lot Sites

PROPERTY DETAILS – Market Square and Main Street Parking Lot Sites

OWNERSHIP	Village of Ossining
MUNICIPALITY	Village of Ossining
SITE LOCATION	Multiple tax parcels located on the south side of the intersection of Main Street and Spring Street
NUMBER OF PARCELS	9
TAX ID#	<u>Main Street Parking Lots</u> 89.19-4-91 89.19-4-92 89.19-4-98 89.19-4-99 <u>Market Square Lots</u> 89.19-4-38 89.19-4-39 89.19-4-40 89.19-4-41 89.19-4-43
SIZE	1.17 acres – Main Street Parking Lots 0.36 acres – Market Square
ZONING	VC Village Center Zoning: <ol style="list-style-type: none">1. To preserve historic downtown Ossining as the center of Village life.2. To promote increased business activity in downtown Ossining by permitting uses and levels of intensity that are greater than elsewhere in the Village.3. To provide opportunities for residential uses in downtown Ossining to encourage street life during the day and evening. Downtown Overlay District (Form-Based) <ol style="list-style-type: none">1. Encourage new traditional mixed-use downtown development and redevelopment to occur within the downtown area that is consistent with historic village development patterns and provides a scale and mix of uses appropriate for the Village of Ossining;2. Encourage mixed-use real estate development that results in active sidewalks and civic spaces and economically sustainable development;3. Promote well-integrated residential, commercial, office and civic development in close proximity to the primary retail district that have an urban village scale development pattern;

4. Support new development that includes diverse pedestrian-compatible, higher density designs and expands economic development opportunities and minimizes distances between destinations by requiring linked sidewalks and pedestrian-oriented access;
5. Provide incentives for the creation of mixed uses in keeping with the character, scale and architecture of the downtown and surrounding neighborhoods, while using development design guidelines to promote compatibility of uses and stimulate pedestrian activity;
6. Promote the livability and identity of the district and neighborhoods by providing for dwellings, shops and workplaces in close proximity to each other.

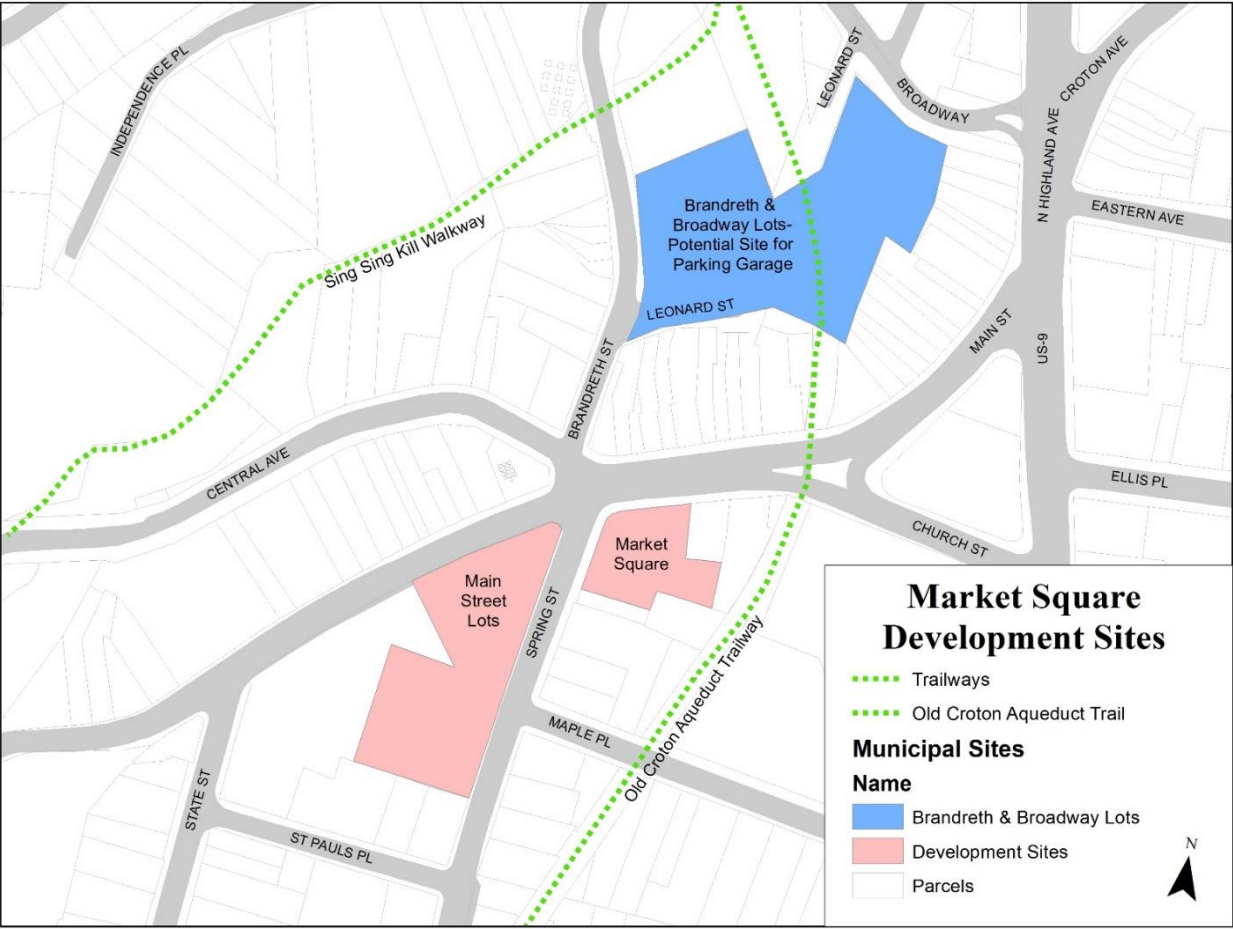
Unit Size requirements & affordable housing requirements

1. The minimum habitable floor area for each dwelling unit shall be 450 square feet for an efficiency or studio unit, 600 square feet for a one-bedroom unit, 750 square feet for a two-bedroom unit and 250 additional square feet for each additional bedroom in units with three or more bedrooms.
2. *Floor Area, Habitable, Residential* is defined as: All spaces within the exterior walls of a dwelling unit, exclusive of garages, breezeways, unheated porches, cellars, heater rooms and basements having a window area of less than 10% of the square foot area of the room. Habitable floor area shall include all spaces not otherwise excluded above that are arranged for living, eating, food preparation or sleeping purposes, not including bathrooms, foyers, hallways and other accessory floor space.
3. Each residential development application which proposes the construction or substantial rehabilitation of six or more dwelling units of rental housing shall provide a set-aside of 10% affordable housing units, rounded up to the nearest whole number.

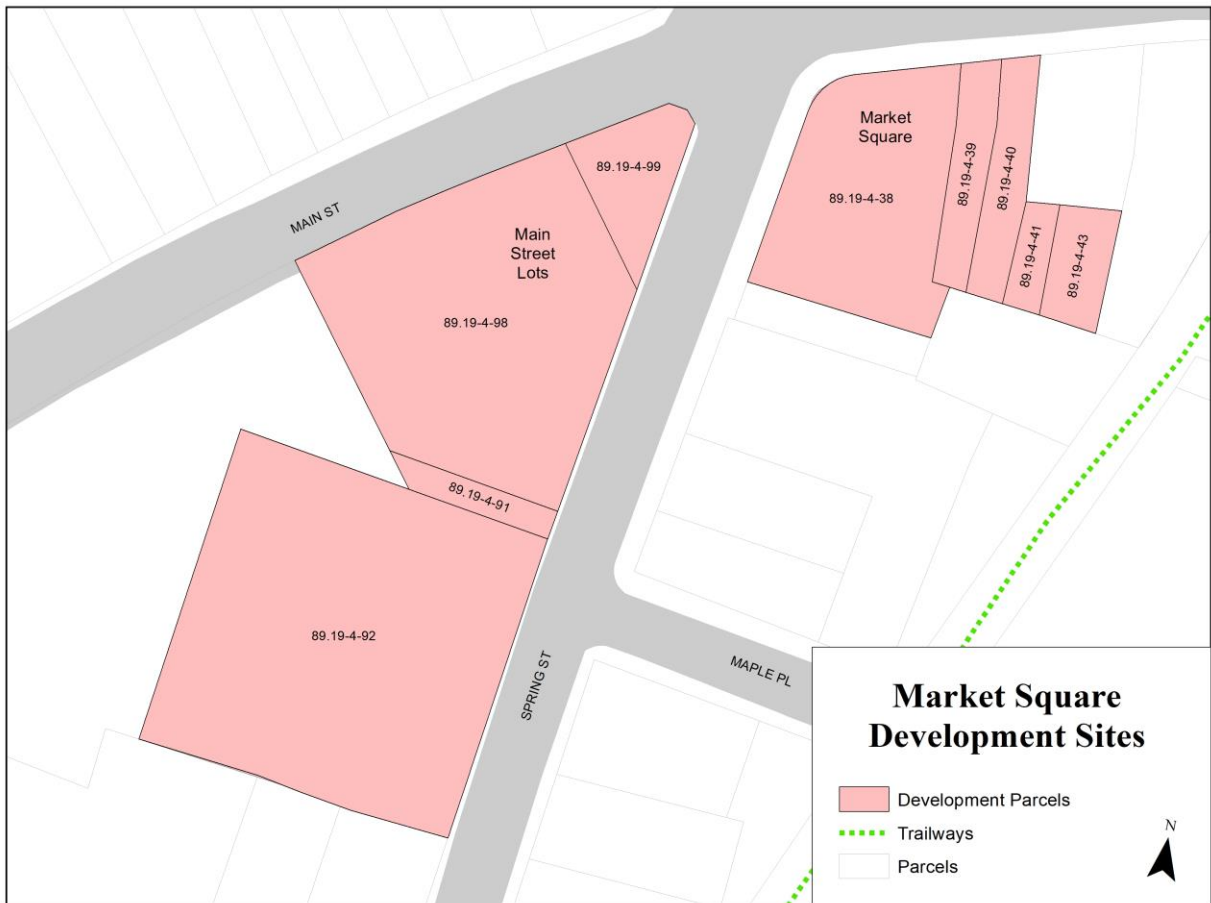
WATER SUPPLY	Village of Ossining Municipal Water
WASTEWATER/ SEWER	Village of Ossining Municipal Sewer
ELECTRIC	Con Edison
NATURAL GAS	Con Edison
CURRENT USE	Municipal surface parking lots and open space
LOCATION AMENITIES	Proximity to Metro North Hudson Train Line, Hudson River, Center of Downtown Ossining, Old Croton Aqueduct Trailway, and Sing Sing Kill Greenway
ADJACENT USES	Residential and commercial mixed-use
OTHER FEATURES	Site is located in close proximity to two additional surface parking lots that could accommodate the construction of an off-site parking garage that would help fill the parking need created by new development, as well as replace parking lost due to the development of the site. The Village is currently

working with New York State through the Downtown Revitalization Initiative on the funding and construction of a new, multimodal parking garage on these parking lots. Proposals may include developments that utilize this parking garage to fulfill some of the parking requirements of the proposed project through a fee in lieu of parking. Dedicated spaces cannot be provided within this garage unless the fee in lieu covers the entire cost of construction of the spaces not accommodated on-site and assumes ongoing maintenance costs.

Map of Market Square and Main Street Parking Lot Sites and
Proposed Structured Parking Garage



Tax Lot IDs for Market Square and Main Street Parking Lot Sites



Site and Zoning Background Information

Architectural Design

Market Square and Main Street Parking Lots are located across the street from the Downtown Ossining Historical and Architectural Design District (HADD). The Downtown Historic District contains the structures that have constituted the civic, religious, and entrepreneurial heart of the Village since the middle of the 19th century, and was added to the National Register of Historic Places in 1988 and given local Historic District designation in 2012; The District contains a total of sixty-three (63) properties, of which thirty-seven (37) are historic structures that contribute to the architectural integrity of the district under National Register criteria. The heart of the District is known as the Crescent, a name bestowed upon it due to the path of Main Street as it winds its way downhill, with Market Square and Main Street Parking Lots serving as the heart of the Crescent. As this project would bring forth a new development, it will not be subject to review by the Historic Preservation Commission. However, preference will be given to projects that incorporate designs that complement the rich historical nature of the district. For guidance on appropriate design in the HADD, see the following:

Architectural Design Guidelines, the Village of Ossining, New York

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/village_of_ossining_architectural_guidelines_reduced_size.pdf

Public Plaza

The Market Square public plaza serves as a hub of civic life for the Village, hosting important public events such as a summer concert series, the holiday tree and menorah lighting, and the weekly farmers market that runs year-round. The Plaza could provide enhanced access to the Old Croton Aqueduct Trail through a narrow triangular strip of land running alongside the site. The public will continue to play a central role in the future of the downtown and any proposal must include a large public plaza that continues to support public activities, promotes walkability, and contains excellent urban design. The Village is anticipating providing assistance to the development of this public benefit and is aware of the amount of possible related site work that may be required. The Public Plaza, associated with this project is anticipated for funding under the Village's Downtown Revitalization Initiative Strategic Plan process. As such, various state incentive programs are being explored.

Parking and Traffic

The Main Street Parking Lot sites have 77 parking spots and Market Square has 25 parking spots. Due to the irregular shape of the sites, it is anticipated that some, though not all, of the parking for the proposed development can be accommodated on site. There are currently two municipal parking lots behind the Main Street buildings that could accommodate the construction of a new multimodal, adaptive parking structure that would serve both the public and the proposed development, totaling roughly 250 parking spots. The Village is pursuing DRI funding to assist in the cost of this structure and it is anticipated that the successful developer will collaborate with the Village in a public-private partnership on the financing and construction of the parking garage, assuming roughly 250 parking spaces in support of this development and other downtown parking needs.



Potential Public parking garage on Brandreth Street

The Village is also committed to the integration of alternative methods of transportation. Therefore, preference will be given to designs that promote walkability and the availability of public bike racks and bike storage inside the proposed buildings.

Zoning and Land Use

Market Square is located in the Village Center (VC) Zoning District as well as the Downtown Overlay District (Form-Based). While the Downtown Overlay District deals primarily with architectural design, the underlying VC zoning district sets the allowable uses in the district. While there are several permitted and conditional uses, preference will be given to uses that take advantage of this property's unique location in the center of the downtown as a destination for hotels, dining, entertainment, and/or arts and recreation.

Based on collected public feedback, the Village developed a concept plan that illustrates the collective vision of the community. This concept plan should be viewed as **illustrative only** and respondents should focus on the requirements and details of this RFQ.



Design Options

Existing Conditions

Existing Public Space: 8,307 SF



Ossining

Ossining DRI

30

VHB

WXY

Plaza Features



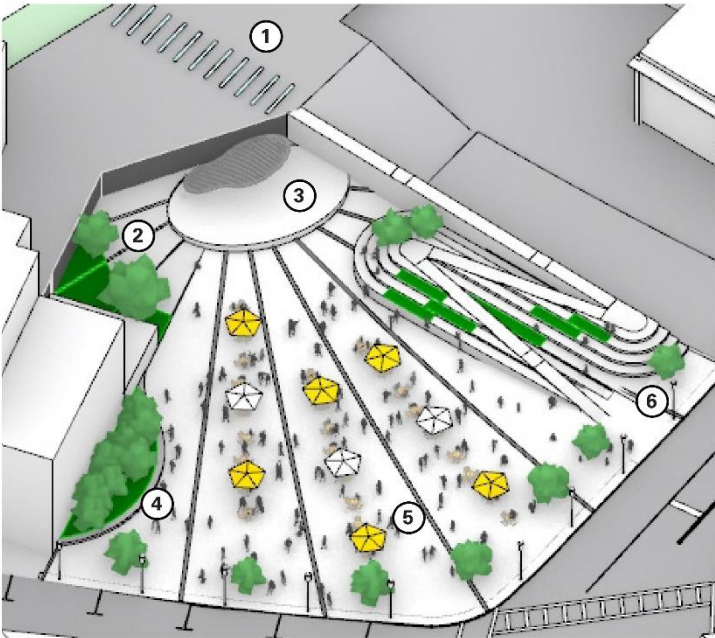
1 Graphic crosswalk to connect to Old Croton Aqueduct



2 Landscaped terrace



3 Raised stage with acoustic canopy



4 Planter with seating



5 Landscaped ramp with seating



6 Open plaza space for farmer's market/community gathering

Ossining

Ossining DRI

38

VHB

WXY

Design Options



Option 1



Option 2



Option 3

- Legend**
- Residential
 - Hotel
 - Parking
 - Retail At Base
 - Easement Boundary
 - Vehicle Access Route

Ossining

Ossining DRI

31

VHB

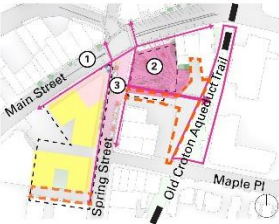
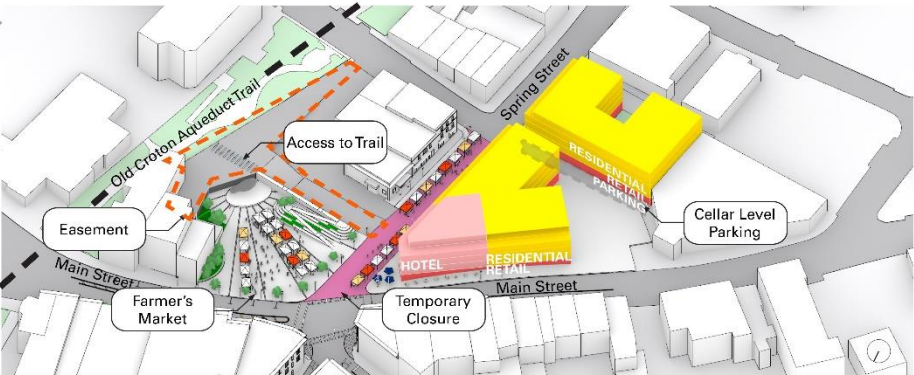
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Option 1 - Plan View



Option 1

	Retail	Hotel	Residential	Affordable	Cellar Level Parking
	29.7K SF 19%	37 units 12%	78 units 54%	41 spaces 9%	
Ossining - Option 1					
Use	SF	%	Units	Parking	
Retail	29,700	19%	-	89	
Hotel	18,409	12%	37	41	
Residential	85,095	54%	78	78	
Affordable	3,555	6%	8	8	
Off-Site Parking				216	
Parking spaces	14,388	9%		180	
Public Space				41	
Permanent	19,200				
Temporary	9,800				
Built SF	158,047		FAR		
Site Parcels	41,469		3.8		



1 Historic Old and New Sterling Mason - New York City, NY (Morris Adjmi)

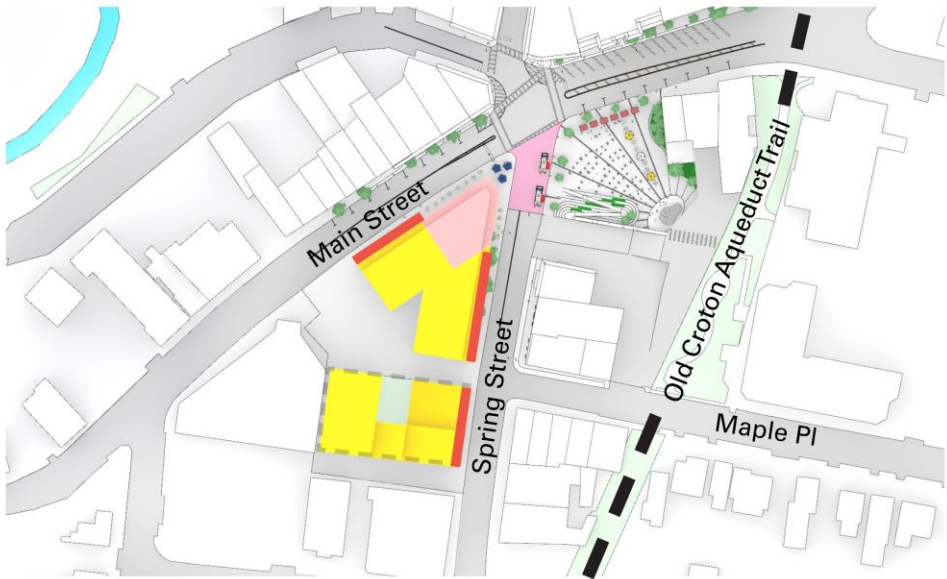


2 Farmer's Market Sequim Farmers & Artisans Market Sequim, WA



3 Street Closure for Farmer's Market Troy Market - Troy, NY

Option 2 - Plan View



Ossining

Ossining DRI

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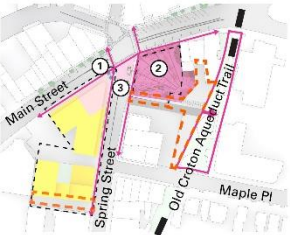
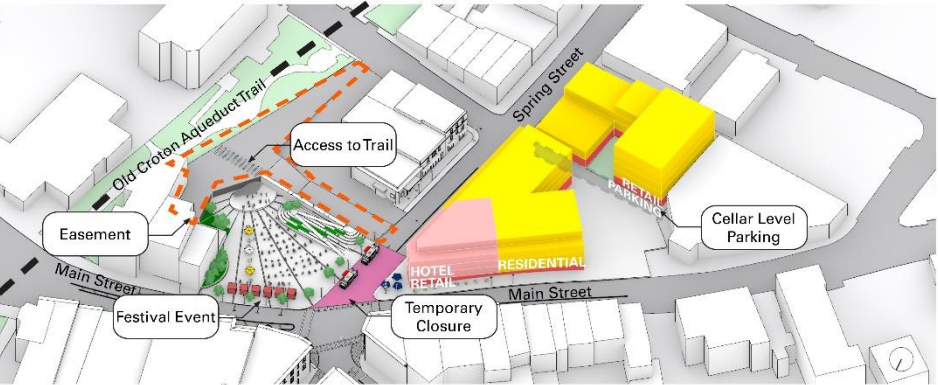
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Design Options

Option 2

	Retail	Hotel	Residential	Affordable	Cellar Level Parking
	29.3K SF 20%	37 units 13%	65 units 51%	41 spaces 10%	
Ossining - Option 2					
Use	SF	%	Units	Parking	
Retail	29,300	21%	-	88	
Hotel	18,409	13%	37	41	
Residential	71,960	51%	65	65	
Affordable	7,996	6%	7	7	
Off-Site Parking				201	
Parking spaces	14,388	10%		190	
				41	
				20	
Public Space					
Permanent	19,200				
Temporary	9,800				
Built SF	142,053			FAR	
Site Parcels	41,459			3.4	



1 Mid-sized Hotel
AC Marriott Hotel - Portland, WA



2 Dance and Music Festival
Brighton Common Pavilion - Brighton, MA



3 Streetscape
CicLAvia
Los Angeles, CA

Ossining

Ossining DRI

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VHB

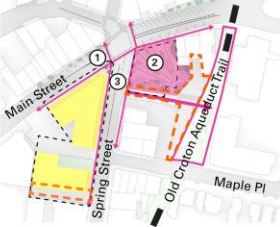
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Option 3 - Plan View



Option 3

	Retail	Residential	Affordable Housing	
28.3K SF 19%		88 units 66%	41 spaces 10%	
Ossining - Option 3				
Use	SF	%	Units Parking	
Retail	28,260	19%	- 85	
Hotel	0	0%	0 0	
Residential	97,805	66%	88 89	
Affordable	10,867	7%	10 10	
Off-Site Parking				164
Parking spaces	14,388	10%		180
				41
				37
Public Space				
Permanent	19,200			
Temporary	9,800			
Built SF	151,320		FAR	
Site Parcels	41,459		3.6	



Development Principles

The Village seeks project proposals that contain the following principles:

- Site layout that includes a significant public plaza that can continue the long-standing use of Market Square as a center of public activities and events.
- A project that strengthens the mixed-use nature of the downtown and increases foot traffic within the downtown.
- A project that includes an active first floor use that will contribute to the downtown.
- A project that is compliant with the underlying zoning (Village Center Zoning and/or Downtown Form-Based Zoning).
- Project design that employs architectural designs that complement the adjacent historic Main Street Architectural Design District.
- A project that considers streetscaping and the pedestrian experience.
- Parking onsite would be provided to the maximum extent practicable to meet demands of the new project, and a parking garage off site on two nearby, contiguous nearby surface parking lots owned by the Village, would be constructed to accommodate the balance of the parking requirements. It is anticipated that the successful developer will collaborate with the Village in a public-private partnership on the financing and construction of the parking garage, assuming roughly 250 parking spaces in support of this development and other downtown parking needs.

Additional Resources:

Village of Ossining Form-Based Code

<https://ecode360.com/38033684>

Village of Ossining Downtown Revitalization Initiative

<https://www.villageofossining.org/new-york-state-downtown-revitalization-initiative-dri>

Village of Ossining Comprehensive Plan Update (Adopted July 7, 2021)

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/2021-07-07_ossiningcomprehensiveplan_adopted.pdf

Mobility and Parking Management Study: Final Report (6.2021)

https://www.villageofossining.org/system/files/uploads/final_report_final_updated.pdf

Market Square and Parking Lot Redevelopment Possibilities (Final Summary Report)

<https://www.villageofossining.org/planning-department/files/market-square-and-parking-lot-redevelopment-possibilities>

(Draft) Village of Ossining US Rt. 9 Road Diet Study

https://www.villageofossining.org/sites/g/files/vyhlf4821/f/uploads/draft_village_of_ossining_us_rt_9_road_diet_study.pdf

Architectural Design Guidelines, The Village of Ossining, NY

https://www.villageofossining.org/sites/g/files/vyhlif4821/f/uploads/village_of_ossining_architectural_guidelines_reduced_size.pdf

Additional Studies & Resources:

<https://www.villageofossining.org/planning-department/pages/studies-resources>

Submission Requirements

Submit responses clearly marked “Response to Market Square and Parking Lot Re-Development Sites RFQ” by **Monday, August 1, 2022**, to:

Office of the Village Manager
16 Croton Avenue
Ossining, NY 10562
ATTN: Maddi Zachacz, Assistant Village Manager

RESPONSE FORMAT:

Submit two (2) hard copies, in addition to one digital copy (via email or USB) in pdf format. Responses should be limited to no more than 24 pages including Appendices. Respondents must submit the following information:

➤ **Letter of Interest** (2-page max)

The letter must identify the development team members and identify the primary contact person for the lead and all main partners. Include the home office address for each team member.

➤ **Narrative** (6-page max)

Provide a narrative description of your vision for the Market Square and Main Street Parking Lots redevelopment site and how it responds to the “Necessary Components” outlined in this RFQ. Include a conceptual site plan, drawings, and/or elevations that illustrate your vision. Multiple scenarios are welcome. The narrative should detail the plan, including proposed uses including income mix, community space and/or commercial space. It is understood that the specifics of the development program and site and unit designs will be refined through a collaborative process between the developer and the Village.

➤ **Financial Responsibility**

Provide proof of financial capability to develop the proposed project. This proof must include the following information:

- Whether or not the Developer/Respondent is a subsidiary of, or affiliated with, any other corporation(s) or firm(s).
- Whether the Developer/Respondent, its parent corporation, subsidiary or affiliated corporation, or any of the officers or principal members or other interested parties, have been adjudged bankrupt, either voluntary or involuntary, within the past ten (10) years.
- Financial resources that demonstrate the firm’s/organization’s ability to successfully complete a mixed-use development project of this scale and scope

➤ **Concept Plan**

Include a conceptual development plan that integrates a mixed-use development that meets the development principals outlined above.

➤ **Preliminary Development and Operating Budget** (2-page max)

Include projected level of and sources of financing that developer intends to commit/secure. Identify timing for securing financing commitments. Statements supporting the financial viability of the proposal and identifying potential financial sources, or methods available to the firm/organization; multiple scenarios are welcome.

➤ **Project Schedule** (2-page max)

Estimate the Project Schedule and identify significant milestones and estimated time to complete each milestone.

➤ **Team Description and Qualifications** (10-page max)

- Describe the Developer's firm in annual revenues, number of employees, and a description of the firm's type and location.
- Include up to three recent developments completed or under construction that the proposer feels are most relevant to the development of the Market Square Park and Main Street Parking Lot sites. Include any links to website or supplemental information. Provide completion schedule and dollar value of developments in the pipeline.
- Identify the individual who will serve as Project Manager/lead for the development and who will direct and coordinate the effort through completion. Describe the Project Manager's prior experience with projects of similar scope and size with particular emphasis on experience directing a multi-disciplinary team and working cooperatively with municipalities.
- Provide two concurrent years of CPA prepared financial statements.
- Provide three references.
- Include resumes on all team members.
- Any information pertaining to the experience of working with government entities, knowledge of local zoning, local planning board processes, and New York State Environmental Quality Review Act (SEQRA).

EVALUATION CRITERIA:

Proposer's submittals will be evaluated based on the criteria listed in this section. In preparing the submittal to the Village, it is important for proposers to clearly demonstrate their expertise and qualifications in these areas.

I. Development Concept Alignment with Community Vision

- Proposer clearly articulates its willingness and agreement to collaborate with the Village in a manner that achieves the vision of the community.
- Proposer appears to understand the guiding principles for the development set forth in this RFQ and is able to demonstrate a feasible financing and development plan.
- The degree to which the proposer demonstrates an appreciation of the potential problems associated with the development program and details a coherent and creative approach to solving issues.

II. Experience and Capacity of Developer

- Ability to obtain, structure and implement financing for similar developments.
- Financial capacity as evidenced by financial statement.

III. References

- The extent to which references evidence the ability and capacity of the proposer to collaborate with municipalities to be successful in development efforts.
- Development references demonstrating long-term economic and social viability of past efforts.