



June 9, 2015

Ms. JoAnn Cornish, Director and Members of the Planning Board  
Department of Planning and Development  
City of Ithaca  
104 West Green Street  
Ithaca, N.Y. 14850

**RE: Preliminary SPR additional information for Tompkins Financial Headquarters Building and Drive-Through**

Dear JoAnn and Members of the Planning Board:

This letter transmits to you additional materials for the Preliminary Site Development Plan Review for the Tompkins Financial Headquarters Building and adjacent Drive-Through Building.

**Preliminary SPR for Tompkins Financial Headquarters Building and Drive-Through**

The proposed project seeks to construct commercial space, parking, site amenities and landscaping in the City of Ithaca. The site consists of approximately 0.833 acres in downtown Ithaca at 118 East Seneca Street, north side between the Hilton Garden Inn and Dewitt Mall (Headquarters Building site) and 113-119 East Seneca Street, south side adjacent to the Seneca Building (drive through site).

On behalf of those involved, we look forward to reviewing the project with you and members of the Planning and Development Board at the June 23<sup>rd</sup> Planning Board meeting. At this meeting, we hope that the following actions can be taken.

- Public Hearing
- Environmental Determination
- Preliminary Site Plan Approval

Below please find additional project narrative to supplement the materials submitted on March 31, 2015 and May 15, 2015. Please do not hesitate to call should you have questions or require additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "Kimberly", with a long horizontal flourish extending to the right.

Kimberly Michaels  
Principal

### **Contractor Parking during Construction**

There will be no onsite parking available for contractors during construction. Contractors will utilize public parking for the duration of construction.

### **Pedestrian Access during Construction**

Safe public sidewalk routes will be maintained during construction. Two lanes of traffic will remain open during construction as well. It is anticipated that concrete traffic barriers will be used to separate pedestrians from street traffic when the pedestrian routes are shifted into the adjacent street. See attached diagram FIG-01 showing the possible pedestrian circulation rerouting scenarios.

### **Pedestrian Circulation**

As we move into more detailed design, we will do our best to provide a (9') functional sidewalk width between street tree planters and the building face and (12') between the building face and the street curb as requested by the planning board. However, it may not be feasible to fit the necessary building program with these limitations.

### **Site Utilities**

The project is in need of natural gas service for the proposed building. Based on the current information the civil engineer understands the best solution is a service line from NYSEG's medium pressure main on East Buffalo Street. Since the project lands do not extend to East Buffalo Street, an easement would need to be obtained from one of the adjacent neighboring properties to the north. If the project is not be able to obtain the necessary easement, alternatives solutions would include the following:

1. Service from NYSEG's low pressure main on East Seneca Street, albeit at a reduces level of service.
2. Extension of the medium pressure system within the street rights-of-way from East Buffalo Street to the site on East Seneca Street.

Note also that the lack of gas service from the medium pressure system may also preclude the use of a natural gas fired backup generator for the project.

### **Preliminary Geotechnical Subsurface Investigation Findings**

Soil borings began at the site of the new headquarters building on Thursday, June 4. At this time two borings have been completed to refusal at a depth of approximately 76', located on the east side of the site. Boring are expected to be complete by June 12, 2015. Boring logs for the completed borings reveal fill to 5', with loose to very loose sand to a depth of 66' overlying dense glacial till with shale fragments. Standing groundwater was encountered at approximately 17'. Pile depth is expected to be approximately 75' below existing grade. These early findings are consistent with expectations for this location, and confirm the engineer's expectation that the most economical foundation system for this building will be impact driven steel H piles.

### **Pile Driving Operations**

At this time the structural engineer anticipates preliminary expectation is that the building will be founded on 75 to 100 steel H piles driven to bear in dense glacial till like material at a depth that begins approximately 66' below existing ground elevation. The general sequence of operations to be followed will consist of site clearing including the demolition of the existing drive-through building, excavation to basement subgrade elevation within the first floor footprint, followed by pile installation. Due to the sandy nature of the existing soils and the close proximity of the building site to Seneca Street and adjacent buildings it will be necessary for the contractor to install temporary excavation support, further discussed below.

Pile driving is expected to progress relatively quickly due the loose sandy nature of the overlying soils. The structural engineer expects a total duration of three to four weeks from commencement of pile driving until completion.

To minimize the disturbance to local area residents, planning board standards for hours of operation for any pile driving related operations of 7:30 am to 7:30 pm will be strictly adhered to.

### **Adjacent Building Protection Plan**

Adjacent buildings and other existing site development such as the sidewalk and Seneca Street will be protected from damage from construction operations utilizing support for excavation and a structured program of vibration monitoring.

Support for excavation will consist of temporary retaining wall structures to prevent undermining of soils adjacent to the foundation excavation and to allow workers safe access within the excavation. Either steel sheet piles or steel soldier piles with wood lagging will be utilized by the contractor for support for excavation. Vibration monitoring and other aspects of the pile driving protection and monitoring plan will be required for temporary support for excavation piling work.

The following limits are anticipated to be specified for construction induced vibration.

	PPV**	<u>Action</u>
Review Level	0.2 in/sec	Modify Construction Activities
Alert Level	0.3 in/sec	Stop Work and Perform Structural Stability Assessment

\*\* PPV = Peak Particle Velocity, typically measured at ground level recording the vibration amplitude along the ground surface in the vertical direction.

A trial pile or other trial method of inducing vibration will be executed with vibration monitoring equipment in place. Vibration monitoring during construction of the index pile will also provide this information. Should it be determined that the recommended vibration levels are exceeded, alternatives to impact driven piles will be explored.

Please note that the above discussion pertains to maximum recommended vibration levels to prevent damage to adjacent buildings. Even at the lower recommended levels, vibration will be noticed by adjacent building occupants, and could be found to be a disturbance.

### **Trip Generation**

See attached letter from SRF Associates

### **Building Elevations & Renderings**

See attached images



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June 8, 2015

HOLT Architects, P.C.  
217 N. Aurora Street  
Ithaca, NY 14850  
Attn: Mr. Nathan Brown

RE: Proposed Tompkins Financial Corporation Headquarters, City of Ithaca, NY  
Trip Generation Assessment

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Dear Mr. Brown,

We have performed a trip generation assessment related to the proposed Tompkins Financial Corporation Headquarters located at 118 and 119 East Seneca Street in the City of Ithaca. The results of the analysis are described below.

The two addresses, 118 and 119 East Seneca Street, currently house portions of the Tompkins Financial Corporation offices and a local bank branch with two drive-through lanes and a drive-up ATM. The proposed project will relocate the bank branch from the north side of Seneca Street to the south side of Seneca Street. The bank branch facility will not change significantly and no changes in trip generation are anticipated as a result of the relocation. In addition, since East Seneca Street is one-way westbound, there are no real changes in travel patterns anticipated aside from the turn directions at the driveways. The site modifications will result in significant improvements in the number, width and location of curb cuts as well.

The existing branch building on the north side of East Seneca Street will be replaced with a seven (7) building that will consolidate and house the Corporate Headquarters for Tompkins Financial Corporation. Currently these offices are scattered within adjacent buildings. Given the proximity of the existing, albeit scattered, office spaces, no additional vehicular traffic is anticipated as a result of the consolidation. However, the new offices are expected to bring 20 employees to the downtown offices that were previously working at locations outside of the downtown area. While these employees will result in additional trips to the downtown area, they can be expected to add a mix of vehicular, pedestrian, bicycle and transit trips. The net result will be a negligible impact to the roadway network.

Reviewing agencies – including the New York State Department of Transportation (NYSDOT) – use a guideline in determining whether a project warrants the preparation of

a traffic assessment report. The applicable guideline is that if a proposed project is projected to add 100 vehicles per hour (vph) or more to an intersection, then that intersection should be studied for potential traffic impacts. The additional 20 employees at the site are not expected to generate more than 100 vph, therefore, a traffic assessment is not required.

If you have any questions or are in need of additional information, please do not hesitate to contact our office.

Very truly yours,  
SRF & Associates



Amy C. Dake, P.E., PTOE  
Senior Traffic Engineer

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