City of Ithaca
Application for Planned Unit
Development (PUD)

Part 1. – Applicant Information

Application Date: 03/18/21

1. Applicant Information

Applicant Name (All principal owners of 15% or more must be listed): _______
407 Holding, LLC (Sean Whittaker, Linc Morse, Steve Hale)

Linc Morse as point of contact

Address: 10 Highland Park Lane
City: Ithaca
State: NY
Zip: 14850

Phone: 607-592-8071
Email: lincmorse@gmail.com

Property Owner (If different from applicant):

Address: ______________________________
City: ______________________________
State: ______________________________
Zip: ______________________________

Phone: ______________________________
Email: ______________________________

2. Property Information
(Applicant must provide either proof of ownership or an owner’s authorization)

Property Street Address: 407 Cliff Street

Tax Parcel Number: parcels 42-2-6,8,9 and 42-2-2.1,2.3,5

Legal description of Property: ______________________________

Zoning District: R-3a Area: 2.753 Acres Frontage: 677.9’ road frontage

Current Uses: Light Industrial with accessory office space

________________________
3. **Project Information**

Project Name:  _______________________________________________________
________________________________________________________________________

Project Narrative and Summary of Community Benefits (attach additional sheets as needed):
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Project Location:________________________________________________________

Property Size (acres) – both existing & proposed:_____________________________
Building Size (square feet) – both existing & proposed:_________________________
Proposed Project Start & Completion Dates:_________________________________
Approx. # of rental housing units:__________________________________________
Approx. # of for-sale housing units:_________________________________________
Approx. SF of office:_____________________________________________________
Approx. SF of retail/commercial:___________________________________________
Approx. SF of community/non-profit use:____________________________________
Approx. SF of light industrial/high-tech:_____________________________________  
Approx. SF of industrial/manufacturing:_____________________________________
Approx. SF of other uses specify: ___________________________________________

Part 4. – Project Costs

Cliff Street Retreat

See attached

25,297 existing and proposed

2.753 Acres existing and proposed

407 Cliff Street

August 2021-February 2022

13 units

3438 SF

3900 SF

2400 SF

840 SF conference room, approximately
2000 SF lobby and lounge
Cost of New Construction:___________________
Value of Improvements:___________________
Value of Equipment to Be Acquired:___________
Other:____________________________________
Total:____________________

Part 5. – Criteria and Potential Project Benefits

Minimum Qualification Criteria
A PUD can only be established if the following criteria are all determined to have been met:

- Does the project further the health and welfare of the community; and
- Is the project in accordance with the City Comprehensive Plan
- Does the project create at least one long term community benefit
- Is the property located within the established PUDOD

PUD Approval Considerations
In addition to meeting the minimum criteria, the following will also be considered when evaluating whether to grant a PUD for a proposed project:

(1) Please demonstrate why this project can’t move forward under existing zoning. Why should a PUD be a desirable way to regulate development on this site?

(2) Will the project provide for public access pedestrian linkages (active recreation)?

(3) What are the heights of buildings in this project? How do building masses and locations compare to each other and to other structures in the vicinity?

(4) Are there available and adequate transportation systems within the PUD for pedestrians, bicycles, and motor vehicles, including transit? What is the impact on the external transportation network?

(5) What is the character of the neighborhood in which the PUD is being proposed? Are there safeguards provided to minimize possible detrimental effects of the proposed use on adjacent properties and the neighborhood in general?
How do the proposed open space and recreational systems function within the PUD and in relation to the City’s overall open space and recreational systems?

What is the general ability of the land to support the development, including such factors as slope, depth to bedrock, depth to water table and soil type?

What potential impacts are there on environmental, historical, and architectural resources? Does the proposed PUD serve to protect these resources?

What potential impacts are there on local government services?

Is there available and adequate water service?

Is there available and adequate sewer service?

Will the PUD provide several of the community benefits listed below that contribute to making the project a long-term asset for the community?

Potential Community Benefits Resulting from the PUD Project

1. What will be the increase to the tax roll value of new real property?

2. How many FTE jobs will be created as a result of the project? Will the project result in job creation of positions that pay at least a living wage?

3. Will the project result in job creation of which at least 51% will be held by persons earning 80% or less of Area Median Income?

4. Will the applicant provide affordable housing at rents that do not exceed Fair Market Rents occupied by households earning no more than 80% of Area Median Income, adjusted for family size (must determine duration)?

5. Will the project fill vacant store fronts?

6. Will the project involve environmental remediation?

7. Is the project a historic preservation project (in accordance with the Secretary of Interior's standards)?

8. Will the project be assisting/contracting/renting to MWBEs?

9. Will the project provide free (reduced cost) community space in the project (for example to a 501c3 non-profit)?

10. Will the project produce large-scale alternative energy, local energy or combined heat/power that results in a significant reduction in greenhouse gas emission?

11. Will the project result in high tech job creation?

12. Does the project contain the redevelopment of a Brownfield site?

13. Will this project provide any other community wide benefits?
Cliff Street Retreat
Strategic Elements Real Estate Development

Project Description

With Incodema’s move to Dryden, we are looking at the repurposing of the 25,297 SF building located at 407 Cliff Street, we are proposing the conversion of a large amount of the industrial manufacturing space into long stay and short stay residential use, along with a small conference and meeting room function, combined with some retail space along the street scape. We are also looking to maintain some of the existing industrial space as “maker space” and independent offices will maintain their current function (may or not be associated with the maker-space). This mix will create a dynamic and energized place to be for the West Hill community and visitors alike.

Site Improvements

The 2.753 acre site will be fully redeveloped and the existing building will receive much needed improvements, including a “face lift” to the facades. It will comply with 2020 NYS building code as well as the proposed Ithaca Energy Code Supplement. New site features will include more well-defined parking areas, landscaping, street facing entries, and garden/terrace spaces facing the hillside.

Zoning Compliance

Area Requirements (see attached table):

The R-3a zoning district has varying lot size minimums depending on the use, a 50’ lot width minimum, and allows buildings to cover 35% of their lot. The height allowance is 40’ above grade plane. There is a 10’ front yard requirement, 5’ and 10’ side yard requirement, and a 20% or 50’, whichever is less, rear yard requirement.

The lot has 436’ of frontage along Cliff St, and the building footprint currently occupies 22,874 sf of the 81,893sf (1.88 acre) lot, (28% lot coverage). New raised decks and canopies will add some square footage to the lot coverage, however these will be kept below the allowed 35%. The design of these is still preliminary. The proposed renovations in the center of the building “popping” up a portion of the roof in the Lobby area of the conference function will raise the height of the building approximately 12’, resulting in a building height of approximately 34’ above average grade plane.
The existing building meets all of the setback requirements except the front yard setback. The front yard is 3.2’ at the narrowest point, both side yards are at least 21’, and the rear yard is approximately 60.9’.

We are not proposing a change to the footprint of the building, except for the decks, gardens off the back and other outdoor spaces. A raised walkway is proposed along the front, street-facing side of the building to allow public access to the new retail spaces, and projecting canopies are proposed above the new entries. Though these exterior treatments will technically exacerbate the front-yard setback deficiency, the new walkway will provide a protected accessible path to each of the new retail storefronts.

**Allowed Uses**

The existing industrial use in the building is legally non-conforming. It has been a light industrial use for years, with an accessory office use. This lot is in an R-3a zone which is intended to allow predominantly residential uses.

We are proposing to maintain the office space, and some of the light industrial. However the remainder of the building would change to a combination of retail, long and short term residential rental, and a small conference function. The residential use we are proposing will help move this site into further compliance with the intent of the R3a zone. Neighborhood commercial uses, and bed-and-breakfast inns are allowed by special permit, so these proposed uses are not in conflict with the intent of the zoning. The short term rental is akin to an Inn, and the retail and lounge/restaurant/coffee shop could be considered a “neighborhood commercial” use, benefitting the surrounding neighborhood by providing a “third place”. So it will still be non-conforming from a use standpoint, but much less so than in its current condition while also providing several much needed community benefits.

Because of the complexity of getting multiple use variances through the BZA process for a number of different non-permitted uses, obtaining a front yard setback variance, and acquiring special permits from the Planning Board, we are seeking a rezoning of this site through a PUD process instead.

**Other requirements:**

As a mixed-use building, parking must be calculated per each intended use. Based on a preliminary layout of the various uses, the parking requirement is expected to be between 75 and 80 spaces. The preliminary site plan proposes 86 spaces.

The bike parking criterion is 1 per 5 bedrooms with half of that provided under cover. With 13 long/short term rentals the bike parking requirement is 3 spaces. Far more will be provided both for residents and the public including bike rentals.
Proposed conditions:

Program
The project currently proposes a mix of uses for the property. The residential portion is currently 13 one bedroom units, for short and long term rental.

The office space is 3438 SF of area, divided into approximately 6 offices, a break room, and 2 meeting rooms.

The retail spaces are approximately 3900 SF total, potentially divided into 1-6 separate spaces.

The light industrial spaces are planned to be two “maker spaces” at 1200 SF each.

The lobby and lounge area are approximately 2000 SF, with an 840 SF conference room.

All of these uses and their configurations are subject to change based on different tenant needs but the general layout and sizes represent the developer’s intentions at this time.

Stormwater
There are currently no on-site stormwater facilities proposed, pending approval by the City’s Stormwater Officer. Although not required, we may consider a best practice strategy that directs runoff to the vegetated rear yard to filter stormwater from the roof, prior to its entry into the creek below.

Landscape
As a firm committed to climate change mitigation and adaptation, STREAM is developing a landscape plan in keeping with “restorative agriculture” practices. In the context of human settlements, as opposed to an agricultural setting, restorative agriculture practices inspire a landscaping strategy that places less emphasis on low maintenance and aesthetics, and a greater emphasis on the functional aspects and ecosystem services of a working landscape. Additional vegetative cover will be provided to the site, mostly around the parking and street front. The careful removal of invasive species to encourage more native plants along the adjacent city-owned property will also be a part of this project.

Site Lighting
Building-mounted lighting will be installed at building entries to allow for safe access to the building and contribute to a friendly night-time streetscape. Additional building-mounted lighting will be installed along the side walkways and will take into consideration adjacent
windows. All light fixtures will be sharp cut-off and dark-sky compliant, and wattages will be limited to providing safe walking conditions.

Utilities and Energy
The water, sewer, and electricity usage will be less than or equal to the current use of the systems which are more than capable of serving demand. Heating and cooling systems will be provided through an air-source heat pump system still to be designed.

Traffic
The impact on automobile traffic of the new units is expected to be negligible relative to the traffic levels already present on Cliff Street. The site is well served by TCAT’s popular Route 21 offering access to Cornell, Downtown, the Airport Regional bus services, and other prime destinations. As such, residents are likely to make fewer than the average number of car trips.

The current industrial use tends to generate surges of traffic at the beginning and ends of shifts, whereas the proposed mix of uses will tend to distribute traffic throughout the day.

The neighborhood commercial uses will likely afford West Hill residents access to services without having to drive Downtown or to other locations, further reducing traffic through the congested West End.

Community Benefits

- Pedestrian connection between Cass Park/Children’s Garden/Black Diamond Trail and the West Hill Community, via a walking path up the hill (contingent on City approval)
- An opportunity for retail space and maybe a small cafe, which is sorely missing from the West Hill community currently. This may help with limiting car traffic down the hill into the City further.
- An opportunity for a community gathering space, when not being used for conference functions
- The mix of uses all contained in an existing building creates a diversified workforce opportunity that would not be seen with a purely residential infill project, which is all that is currently allowed under the R-3a zoning. This can be an economic engine for the West Hill neighborhood.
- These much quieter retail and residential uses are a better fit for this neighborhood than the existing light industrial use.
- There will not be tractor trailer trucks coming to this site multiple times a week/day, like there is currently, since we are moving away from Light Industrial use.
- The new mix of uses for the building should at least maintain, if not increase the tax revenue for the County and City of Ithaca. Again, an economic engine located in the West Hill neighborhood.
- Including non-industrial uses will require investigation and cleaning of the site of any potential environmental contaminants to meet the standards for unrestricted residential.
- The new walkway will provide a protected accessible path to each of the new retail storefronts.
- The careful removal of invasive species to encourage more native plants along the adjacent city-owned property will also be a part of this project.
- Improved dark-sky compliant exterior lighting which would not be required for another industrial user.
- Energy efficiency improvements will be made to the building’s envelope and mechanical systems reducing overall carbon footprint which would not otherwise be needed/required for another industrial user.
OWNER'S AUTHORIZATION FORM

DATE: 3/17/2021

TO PLANNING & DEVELOPMENT BOARD, Ithaca, New York:

I (We) ___________ Sean Whittaker ___________ of ___________ 300 Portland Point Road ___________
(Name of Property Owner) (Street Address)

__________ Lansing ____________, New York 14882
(Municipality) (State/Zip)

Owner of the property at ___________ 407 Cliff Street ___________
(Street & Number)

☐ I am the sole owner of the above-mentioned property.

☒ This property is also owned by _______ Randy Smith, Diana Whittaker _________ and I have a Power of Attorney to authorize this application (attach POA).

I hereby authorize _______ Craig Modisher of STREAM Collaborative _______ to submit a Site Plan Review/Subdivision application on my (our) behalf. I (we) understand the application will be heard at the _______ TBD _______ meeting of the Planning & Development Board.

______________________________
(Signature)

STATE OF NEW YORK)
COUNTY OF TOMPKINS)

Sworn to on this ___________ day of ___________, 2021

______________________________
Notary Public

ADAM KLAUSNER
Notary Public, State of New York
Qualified in Tompkins County
No. 02KL0032452
My Commission Expires 11-01-2023

Special Note:

(1) Owners authorizing another to present an application on their behalf should be aware the Planning Board may, in granting the application, add reasonable conditions — which then become binding on the property.

(2) The owner may be the only person with detailed information about the property that is essential to the application. In such a case, authorizing another person to submit a Site Plan Review or Subdivision application may be detrimental to the application, unless the owner is either present at the hearing or sends another person fully prepared to answer questions about the property and the feasibility of using it consistent with the Site Plan Review Ordinance or Subdivision Ordinance.
EXISTING SOUTH END
EXISTING NORTH END
PROPOSED SITE PLAN

ORGANIC ELEMENTS
RECLAIM • REPURPOSE • REDISCOVER
MAIN FLOOR PLAN

TYPICAL UNIT PLANS

PRELIMINARY
NOT FOR CONSTRUCTION

ORGANIC
ELEMENTS
RECLAIM
REPURPOSE
REDISCOVER

MARCH 1, 2021
©STREAM Collaborative Architecture + Landscape Architecture DPC

p: 607.216.8802 | WWW.STREAMCOLAB.COM
SOUTH END RETAIL
EAST SIDE RETREAT CENTER
### City of Ithaca

**Board of Zoning Appeals Worksheet**

<table>
<thead>
<tr>
<th>Column Number</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
<th>9</th>
<th>10</th>
<th>11</th>
<th>12</th>
<th>13</th>
<th>14/15</th>
<th>16</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Column Title</strong></td>
<td>Use</td>
<td>Accessory Use</td>
<td>Off-Street Parking (min)</td>
<td>Off-Street Loading (min)</td>
<td>Lot Area (Sq. Feet) (min)</td>
<td>Lot Width (Feet) (min)</td>
<td>Number of Stories (max)</td>
<td>Height in Feet (max)</td>
<td>% of Lot Coverage (max)</td>
<td>Front Yard (min)</td>
<td>Side Yard (min)</td>
<td>Other Side Yard (min)</td>
<td>Rear yard: 20% of depth or 50 feet, whichever is less (20' min)</td>
<td>Minimum Building Height</td>
</tr>
<tr>
<td><strong>Existing Condition and Use</strong></td>
<td>light industrial/manufacturing</td>
<td>8</td>
<td>1.88 acres</td>
<td>436</td>
<td>2</td>
<td>22</td>
<td>28%</td>
<td>3.2'</td>
<td>21.9'</td>
<td>greater than 100'</td>
<td>60.9'</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>District Regulations for Existing</strong></td>
<td>Residential</td>
<td>0</td>
<td>0</td>
<td>varies by use</td>
<td>varies by use, but 50' average</td>
<td>4</td>
<td>40</td>
<td>35%</td>
<td>10'</td>
<td>10'</td>
<td>5'</td>
<td>20'</td>
<td>none</td>
<td></td>
</tr>
<tr>
<td><strong>Note Non-Conforming Conditions</strong></td>
<td>light industrial/manufacturing</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>3.2'</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**

No change to exterior footprint or height is proposed.

*indicates non-conformance*