



**MEETING AGENDA**  
**TIOGA COUNTY PLANNING BOARD**  
**November 15, 2023 at 7:00 PM**  
**Tioga County Health and Human Services Building, Room #2139**  
**1062 State Route 38, Owego NY 13827**

- I. CALL TO ORDER
  - A. Introductions
  
- II. ATTENDANCE
  - A. Members:
  - B. Ex Officio Members:
  - C. Local Officials:
  - D. 239m Review Applicants:
  - E. Guests:
  
- III. APPROVAL OF AGENDA
  
- IV. APPROVAL OF MINUTES
  - A. October 18, 2023
  
- V. PRIVILEGE OF THE FLOOR
  
- VI. NEW BUSINESS
  - A. 239 Reviews
    - 1. County Case 2023-023: Town of Newark Valley, Site Plan Review, Creek Side Structures
  
- VII. REPORTS
  - A. Local Bits and Pieces
  - B. Staff Report
  
- VIII. OLD BUSINESS
  - None
  
- IX. ADJOURNMENT
  - A. Next Regular Meeting December 20, 2023 at the HHS Building
  - B. Adjourn

**TIOGA COUNTY PLANNING  
BOARD MEETING MINUTES  
October 18, 2023  
Tioga County Health & Human Services Building, Room #2139**

**I. CALL TO ORDER AND INTRODUCTIONS**

- Chairman D. Chrzanowski called the meeting to order at 7:00 PM.

**II. ATTENDANCE**

- A. Planning Board Members:  
**Present:** Joe Budney, Art Cacciola, Doug Chrzanowski, John Current, Vicki Davis, Bryan Goodrich, Pam Moore, Chelsea Robertson, Grady Updyke  
**Excused:** Georgeanne Eckley, Matt Tomazin  
**Absent:** None
- B. Ex Officio Members: None
- C. Local Officials: None
- D. 239m Review Applicants: None
- E. Guests: None
- F. Staff: Elaine Jardine, Karen Warfle

**III. APPROVAL OF AGENDA**

- Approval of agenda as presented:  

J. Current/D. Chrzanowski/Carried  
None Opposed  
No Abstentions

**IV. APPROVAL OF MINUTES**

- Approval of August 16, 2023 minutes with corrections noted:  

C. Robertson/J. Current/Carried  
None Opposed  
No Abstentions

**V. PRIVILEGE OF THE FLOOR**

- None

**VI. NEW BUSINESS**

**A. 239 Reviews**

**1. County Case 2023-021: Town of Newark Valley, Site Plan Review, Roadside Custom Sawing**

The applicant is proposing to establish and operate a custom sawing business on their property on State Route 38 in the Town of Newark Valley. The sawmill will be located in an outbuilding the family recently constructed on an existing 37'x60' concrete pad.

Applicant states that the business will have only two family employees, with hours of operation 8:00 AM to 4:30 PM Monday through Friday. They anticipate two log trucks trips in and out weekly, plus customer vehicles. There is plenty of room on the property for trucks to turn around and pull out forward first onto State Route 38.

This small, family business will help bring the family revenue, without imposing impacts on the neighborhood.

Staff advises the County Planning Board recommend approval of the Site Plan Review with the following condition:

- 1. That the applicant obtains all required federal, state or local permits, licenses and registrations.

**Q. C. Robertson** – That’s not a flood plain there? **A. E. Jardine** – No.

**Q. P. Moore** – Was there a mobile home there? **A. D. Chrzanowski** – There was a mobile home there, but it has been removed. **C. E. Jardine** – That is where the concrete pad remains, and the sawmill is located there and already operating.

**Q. B. Goodrich** – The applicant states there is plenty of room for trucks to turn around. Are the trucks actively getting off the road? **A. D. Chrzanowski** – Yes, there’s lots of room; it was an old farm. **C. B. Goodrich** – It says the setback is 75’ from the road and 40’ from the house. That’s pretty tight in there.

**Q. B. Goodrich** – What’s the speed limit through there? **A. E. Jardine** – probably 55 mph. **C. P. Moore** – There’s a traffic light right there; it’s right by the school.

**Q. J. Current** – Are they cutting wood for furniture? **A. E. Jardine** – Probably. **A. D. Chrzanowski** – Or just rough-cut lumber.

**C. P. Moore** – It’s a good business for a county that’s 70% wooded. Others agreed.

**Q. B. Goodrich** – Would fire prevention be part of the site plan? Is there a water source? **A. A. Cacciola** – There’s a creek running through the property. **A. E. Jardine** – There is no municipal water. **C. V. Davis** – It’s located between two fire departments.

**Motion to recommend approval of the Site Plan Review, with the condition noted above:**

<b>J. Current/D. Chrzanowski/Carried</b>	
<b>Yes</b>	<b>8</b>
<b>No</b>	<b>1 (B. Goodrich)</b>
<b>Abstentions</b>	<b>0</b>

**2. County Case 2023-022: Town of Owego, Special Use Permit, Barton Solar – Non-action**

E. Jardine and D. Chrzanowski reported this case was sent back to the Town of Owego. This solar project was approved earlier this year by the Tioga County Planning Board, and the only change is that the project will now be one half the size of the original plan.

## VII. REPORTS

### A. Local Bits and Pieces

1. **Town of Barton** (G. Updyke)
  - No report.
2. **Town of Berkshire** (vacant)
  - No report.
3. **Town of Candor** (A. Cacciola)
  - The planning board sent out postcards with a link to the survey, which is also listed on the website. Printed copies are also available at local businesses and the post office. Fall Festival was held. Businesses are picking up: Mama O's Community Market opened, offering fresh meat, produce, baked goods, etc.; Two Brothers Pizza, located in the same building, is nearing opening; Punk's Place was sold and is now Double Down Bar & Grill, which has been successful thus far.
4. **Town of Newark Valley** (vacant)
  - No report.
5. **Town of Nichols** (P. Moore)
  - No report.
6. **Town of Owego** (J. Current)
  - No report.
7. **Village of Owego** (G. Eckley)
  - Not in attendance.
8. **Town of Richford** (Vicki Davis)
  - The Town Hall, including the courthouse, is now fully in place at the former Lourdes Clinic building. Elections will be held at this location.
9. **Town of Spencer** (Joe Budney)
  - No report.
10. **Town of Tioga** (D. Chrzanowski)
  - No report.
11. **Village of Waverly** (vacant)
  - No report.
12. **County Alternates** (B. Goodrich, C. Robertson)
  - No report.

**B. Staff Report:**

E. Jardine reported that Matt Tomazin, Town of Newark Valley representative, resigned from the TC Planning Board. E. Jardine will accept suggestions for a replacement. E. Jardine also noted that the terms served by G. Eckley and A. Cacciola is up at the end of the year. A. Cacciola has agreed to serve another term. E. Jardine will inquire of G. Eckley whether she is willing to serve another term.

**VIII. OLD BUSINESS**

- None

**IX. ADJOURNMENT**

- A. Next Meeting November 15, 2023, @ 7:00 PM at HHS Building Room #2139.
- B. Motion made to adjourn at 7:25 PM. J. Current/B. Goodrich/Carried.

Respectfully submitted,

Karen Warfle, OSII  
Tioga County Economic Development and Planning

**Economic Development and Planning  
Legislative Committee Report  
November 7, 2023  
Prepared By: Elaine Jardine**

**Meetings**

- Waverly Transportation Listening Session planning meeting
- Tioga County Agricultural & Farmland Protection Board meeting (2)
- Tioga County Planning Board meeting
- HMP Update Public Meeting #1
- HMP Update Core Group Committee meeting
- HMP Update Jurisdictional Team meeting (municipalities)
- ST8 Regional Board Meeting
- NYS DEC Region 7 Open Space Advisory Committee meeting
- Village of Waverly Board of Trustees meeting
- NYS OCR CDBG Economic Development webinars
- Village of Owego Climate Smart Communities Taskforce meeting
- Interview with Cornell Design Connect students for the Town of Candor comprehensive plan update

**Active Projects**

- Creating a MRTA buffers GIS map for the Village of Owego.
- Village of Owego DRI projects – Project manager of 231 Main, LLC Annex project and Early Owego Antiques Center doors and entry ways replacements.
- Assisting the Tioga County Chamber of Commerce CEO plan the Business Expo 2023 Breakout Sessions and Lunch & Learn.
- Assisting the Town of Newark Valley with site plan review – procedure and application.
- Planning a NYS DEC Transportation Listening Session with the contracted consultant and CCE Tompkins County for the county community to be held on Thursday, November 2 at 4:00 PM in the Community Room in the Village of Waverly offices.

**Grants**

**Active**

- FEMA HMGP DR 4567 – Tioga County IDA stream crossing in Town of Richford preliminary engineering services – FEMA awarded this grant. The TCIDA Executive Director is managing and administering this grant project.
- FEMA HMGP DR 4480 – Grant to update the County's Hazard Mitigation Plan has been awarded to NYS by FEMA. Barton & Loguidice expects a draft plan to be complete by mid-December.
- Appalachian Regional Commission FY2022 for Strategic Plan – Wrote the narrative part of the second four-month report for this grant.
- Appalachian Regional Commission FY2022 – Develop preliminary engineering to make the Lounsberry Industrial Park site shovel ready. The TCIDA Executive Director is managing and administering this grant project.

**Pending**

NYS Department of Agriculture & Markets Land Trusts Outreach Grant Program – working on this with TCSWCD, American Farmland Trust and the County Agricultural & Farmland Protection Board. American Farmland Trust will be the applicant and will request up to \$50,000. Planning is not committing cash match or in-kind services to this grant.

**Potential**

## **Plans/Studies**

- Strategic Operations Plan – Collected workplans from 17 Departments and submitted them to the consultant, TransPro.
- Hazard Mitigation Plan Update – Barton & Loguidice is working on the Plan itself, plus the annexes for the 16 jurisdictions (county and 15 municipalities). Held the first public meeting in the evening, with 6 people from the public in attendance. Must hold a second public meeting in early December, with draft plan expected completion by mid-December.

## **Reviews (239)**

- 2023-021: Town of Newark Valley, Site Plan Review, Roadside Custom Sawing – applicant proposes to establish and operate a custom wood sawing business on their property located at 9607 State Route 38. Staff advised the County Planning Board to recommend approval of the site plan review and the County Planning Board voted for approval.

## **• Resolutions –**

- K46 – Reappoint member (L Bloodnick) to the Agricultural & Farmland Protection Board
- K47 - Reappoint member (T Lawton) to the Agricultural & Farmland Protection Board
- K48 - Reappoint member (B Whittemore) to the Agricultural & Farmland Protection Board