



**MEETING AGENDA**  
**TIOGA COUNTY PLANNING BOARD**  
**March 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. February 15, 2023
  
- V. PRIVILEGE OF THE FLOOR
  
- VI. NEW BUSINESS
  - A. 239 Reviews
    - 1. County Case 2023-005: Town of Owego, Site Plan Review, Upstate Shredding, LLC
    - 2. County Case 2023-006: Town of Owego, Special Use Permit and Area Variance, Bowen-Judson
    - 3. County Case 2023-007: Town of Owego, Special Use Permit, Bella's Boutique
  
- VII. REPORTS
  - A. Local Bits and Pieces
  - B. Staff Report
  
- VIII. OLD BUSINESS
  - None
  
- IX. ADJOURNMENT
  - A. Next Regular Meeting April 19, 2023 at the HHS Building
  - B. Adjourn

**TIOGA COUNTY PLANNING BOARD  
MEETING MINUTES  
February 15, 2023  
Tioga County Health & Human Services Building, Room #2139**

**I. CALL TO ORDER AND INTRODUCTIONS**

- Chairman D. Chrzanowski called the meeting to order at 7:22 PM.

**II. ATTENDANCE**

- A. Planning Board Members:  
**Present:** Art Cacciola, Doug Chrzanowski, John Current, Matt Tomazin, Grady Updyke, Chelsea Robertson  
**Excused:** Georgeanne Eckley, Pam Moore  
**Absent:** Bryan Goodrich
- B. Ex Officio Members: none
- C. Local Officials: Ken Miller, Town of Richford Councilman
- D. 239m Review: Andrew Price, Brian Doak
- E. Guests: Abraham David, Town of Berkshire
- F. Staff: Elaine Jardine, Karen Warfle

**III. APPROVAL OF AGENDA**

- Approval of agenda as presented.  

J. Current/M. Tomazin/Carried  
None Opposed  
No Abstentions

**IV. APPROVAL OF MINUTES**

- Approval of January 18, 2022 minutes.  

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

**V. PRIVILEGE OF THE FLOOR**

- None

**VI. NEW BUSINESS**

- A. 239 Reviews
  - 1. **County Case 2023-003: Town of Richford, Solar Energy Generating Systems Local Law, Town Board**

The Richford Town Board and Town Planning Board have worked together over the past several months to develop this local law. The Town is desirous of regulating solar energy generating systems within the town boundaries.

This local law will adequately govern the development of solar energy systems within the Town of Richford.

Staff advises the County Planning Board recommend approval of the Solar Energy Generating Systems Law with the following conditions:

1. That the Richford Town Board hold a public hearing before adoption of the local law amendment.
2. That the Richford Town Board and Planning Board conduct an environmental assessment using the Full EAF as this is a Type I Action under NYS SEQRL law.
3. That the Town Board reviews the lot coverage requirements and its implications because it could have the opposite effect of the intention.

Ken Miller then stated that he had three concerns with this law – the 100-foot setback requirement, the 65% maximum lot coverage, and the no more than 50% land in prime soils or soils of importance.

D. Chrzanowski commented that the 100-foot setback is reasonable, and most would actually like to see that larger. Discussion then ensued regarding the lot coverage requirements. D. Chrzanowski stated that this requirement could actually backfire, especially in the instance where the solar company purchases the land on which the system lays, and therefore they would end up needing more land to satisfy this requirement. It was decided that one of the conditions would be for the Richford Town Board to review this requirement again because it could have implications that are opposite the intention of the clause. Board members also decided that since occupying 50% of the prime farmland is fairly liberal (C. Robertson has seen some at 0%), and because there is not much farming in Richford, this requirement should stay as is.

**Motion to recommend approval of the local law with the conditions noted above.**

<b>D. Chrzanowski/M. Tomazin/Carried</b>	
<b>Yes</b>	<b>6</b>
<b>No</b>	<b>0</b>
<b>Abstentions</b>	<b>0</b>

**2. County Case 2023-004: Town of Owego, Site Plan Review, Parkway Produce**

The applicant is requesting site plan review to establish a retail produce stand that will be open from May to November. The fruit and vegetable business will be open 9:00 AM to 6:00 PM daily and will have 1 -2 employees per shift. Applicant expects traffic generation to be 20 customers per hour at peak business hours which is Noon to 4:00 PM.

The business will utilize temporary tents to cover the fruit and vegetable produce. The site plan shows there is sufficient space for plenty of parking spaces, but it is confusing how the traffic pattern will flow from the egress to the parking area.

This property is located within an existing commercial area along State Route 434. This lot is suitable location for this type of produce business. It is on a one-way section of Route 434, alleviating potential traffic congestion.

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

1. That the applicant obtain all required state, county and local permits, licenses and registrations.
2. That applicant comply with NYS DOT Region 9 Site Plan Review Committee’s comments and requirements.



- No report.

**7. Town of Nichols (P. Moore)**

- Not in attendance.

**8. Village of Waverly**

- No report.

**9. Village of Owego (G. Eckley)**

- Not in attendance.

**10. Alternates (B. Goodrich, C. Robertson)**

- No report

**B. Staff Report:**

- Included in mailing packet.

**VIII. OLD BUSINESS**

- None.

**IX. ADJOURNMENT**

A. Next Meeting March 15, 2022, @ 7:00 PM at HHS Building Room #2139.

B. Motion made to adjourn at 8:24 PM. J. Current/M. Tomazin/Carried.

Respectfully submitted,  
Karen Warfle, OSII  
Economic Development & Planning

# Economic Development and Planning Legislative Committee Report March 7, 2023

Prepared By: Elaine Jardine

## Meetings

- Tioga County Planning Board meeting
- Village of Owego Climate Smart Communities Taskforce meeting
- ST8 Broadband Collaborative meeting
- BMTS Planning Committee meeting
- Strategic Plan Steering Committee meeting
- NYS Association of County Planning Directors meeting
- Tioga County Chamber of Commerce Economic Forecasting Forum

## Active Projects

- Gateway beautification project in Waverly with school students to paint murals at strategic gateway locations. Students have painted the mural on panels. The mural is not going on the RR under pass, but possibly the side of Don Foote's building. Estimate now is that the mural will be erected in springtime 2023. The one panel mural went up on the WWTP fence at Exit 61.
- Waverly NY Forward application – \$4.5 M grant awarded!
- Town of Richford – Assisting the Town Planning Board with developing a solar energy law. Town Board has made last changes to the draft law, and it is now going through local approvals.

## Grants

### Active

- DOS Local Government Efficiency Program - County ITCS Shared Services with Village of Owego and Town of Candor – IT is working on computers and phones for the Town of Candor and seeing about connecting their Town Highway Barn as well. Village of Owego is almost complete except for the Fire Department.
- ESD Planning and Feasibility Study Program – Village of Waverly downtown economic market analysis (\$50,000) – The Village provided the final MRB Group report to ESD, who reviewed it and provided the Village with grant closeout paperwork.
- OPRHP EPF Municipal Grant Program – Village of Owego OPD building restoration (\$625,811). Assisting Village of Owego officials with grant implementation and administration. The Village selected Hunt Engineering for their pre-construction and construction supervision firm.
- FEMA HMGP DR 4567 – Tioga County IDA stream crossing in Town of Richford preliminary engineering services – FEMA awarded this grant. Work will begin after the subrecipient contract is executed between NYS DHSES and the IDA.
- FEMA HMGP DR 4480 – Grant to update the County's Hazard Mitigation Plan has been awarded to NYS by FEMA.

### Pending

### Potential

- Appalachian Regional Commission FY2022 – Wrote and submitted grant application to fund 50% of the consultant cost for a new County operational strategic plan. The application is now down for review at ARC in Washington, DC.
- Appalachian Regional Commission FY2022 – Assisted TCIDA Executive Director with grant application to fund 50% of consultant cost to develop preliminary engineering to make the Lounsberry Industrial Park site shovel ready. This application is now down for review at ARC in Washington, DC.

## Plans/Studies

- Strategic Operations Plan – As the ARC grant is very close to official approval, constructed the RFP and passed it by the Steering Committee and the County Attorney.
- Hazard Mitigation Plan Update – We received eight proposals in response to the Request for Proposals. Selected three of the firms to do interviews. Conducted the interviews and selected Barton & Loguidice as the consultant based on the scoring sheets.

### **Reviews (239)**

- County Case 2023-003: Town of Richford, Solar Energy Generating Systems Local Law, Town Board – Applicant proposed to adopt the local law. Staff advised the County Planning Board recommend approval, and the County Planning Board voted to recommend approval of the local law.
- County Case 2023-004: Town of Owego, Site Plan Review, Parkway Produce – Applicant proposed to establish and operate a fruit and vegetable produce stand on State Route 434 in Apalachin. Staff advised the County Planning Board recommend approval, and the County Planning Board voted to recommend approval of the site plan review.

- **Resolutions –**

- C12 – Award HMP Update contract to Barton & Loguidice.