

**TIOGA COUNTY PLANNING BOARD  
MEETING MINUTES  
March 20, 2019  
Ronald E. Dougherty County Office Building  
Legislative Conference Room – Main Floor  
56 Main Street, Owego, NY  
7:00 PM**

**I. CALL TO ORDER AND INTRODUCTIONS**

- Chairman D. Chrzanowski called the meeting to order at 7:02 PM.

**II. ATTENDANCE**

A. Planning Board Members:

**Present:** Doug Chrzanowski, Grady Updyke, Mike Reynolds, John Current, Tim Pollard, Pam Moore, Art Cacciola, Chelsea Robertson

**Excused:** Rawley Filbin, Georgeanne Eckley, Sarah Titus

**Absent:**

B. Ex Officio Members:

C. Local Officials: Nadine Bigsby and Tamara Gates, Owego Historic Preservation Commission

D. 239m Review: Mark Parker, Keystone Associates

E. Guests: Mat Freeze, Sayre Morning Times

F. Staff: Elaine Jardine

**III. APPROVAL OF AGENDA**

- Approval of agenda.

P. Moore/J. Current/Carried  
None Opposed  
No Abstentions

**IV. APPROVAL OF MINUTES**

- Approval of January 16, 2019 minutes.

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

**V. PRIVILEGE OF THE FLOOR**

- None heard.

**VI. CORRESPONDENCE**

- Folder passed.

**VII. NEW BUSINESS**

**A. 239 Reviews**

### **1. County Case 2019-003: Village of Owego, Area Variance, Floodplain Special Use Permit and Site Plan Review, Susquehanna Development, LLC**

The applicant is requesting a floodplain special use permit and site plan review approval to construct a 1,600 square foot new commercial building on this 0.109-acre vacant land parcel located at the intersection of Front Street (State Route 17C) and the Court Street Bridge (State Route 96) to establish and operate a sushi restaurant. This location lies within the Village of Owego's Historic District.

The front of the building will be comprised mainly of brick and stone and is designed to reflect the main entrance of the Tioga County Courthouse. The east-facing wall will also be brick. The west-facing wall, rear wall and roof will be comprised entirely of high-tech glass.

The remainder of the small parcel will be landscaped with native species plantings and stone block pavers on the rear and west sides. The west side will also have a raised patio area with masonry blocks, outdoor seating, a handicap accessible ramp, and a connection to the Riverwalk. The front face will have the sidewalk.

Three downward-directed gooseneck lights on the building's front facade will provide external lighting. There will be one wall sign as well on the front facade. This new building will hook into all existing utilities including municipal water and sewer, NYSEG electricity and natural gas, as well as broadband telecommunications.

Hours of operation will be Wednesday through Sunday Noon to 10:00 PM. There will be 15 employees. Anticipated traffic generation is 50 cars per day, however the applicant states that most restaurant customers will be pedestrians already in downtown Owego for another purpose.

This location is with FEMA's Special Flood Hazard Area 1% chance flood, so the applicant has completed and submitted a floodplain development permit. The applicant's proposal shows the first floor level at two feet above base flood elevation, so that is in compliance with the Village of Owego's Flood Damage Prevention law. The floor plans show a basement, and construction of this level must also comply with Flood Damage Prevention law that states that floors below BFE must be water tight to prevent flooding.

The applicant has already consulted with NY SHPO, who has issued the project a No Adverse Impact determination. The Village of Owego has already submitted project material to the NYS DOT Region 9 Site Plan Review Committee, who has provided comments attached hereto.

In regards to area variance considerations for the loading space, the variance is substantial at 100% because the proposal does not provide a required 12x40 off-street space, but the lot is so small there is no room. This proposed business, like all the rest on the south side of Front Street in this block, can utilize the NYS DOT-provided common on-street loading space in the center of Riverow.

Staff recommends approval of the area variance, floodplain special use permit and site plan review with the conditions noted.

E. Jardine then invited Nadine Bigsby, Chair of the Owego Historic Preservation Commission to talk about OHPC's concerns of (in)compatibility of this proposed building, which is mostly glass, with the Historic District. She also asked the engineer, Mark Parker, several design and inspection questions. Then she asked TCPB members what they thought of the proposed building's design. They responded in general that it is a unique but reasonable building design, and is a good transition

between the traditional, historic commercial buildings and the newer, modern commercial buildings nearby such as Dunkin Donuts and CVS. The site plan presented is an optimal layout for the small sized lot.

**Motion to recommend approval of the area variance, floodplain special use permit and site plan review with the conditions noted:**

<b>J. Current/P. Moore/ Carried</b>	
<b>Yes</b>	<b>8</b>
<b>No</b>	<b>0</b>
<b>Abstention</b>	<b>0</b>

**B. Election of 2019 Officers**

TCPB members nominated the current slate of officer for 2019:

- Doug Chrzanowski – Chair
- Tim Pollard – Vice Chair
- Pam Moore – Secretary

**Motion to elect the above slate of officer for 2018:**

<b>D. Chrzanowski/J. Current/ Carried</b>	
<b>Yes</b>	<b>8</b>
<b>No</b>	<b>0</b>
<b>Abstention</b>	<b>0</b>

**C. 2019 Officers Oath of Office Forms**

E. Jardine distributed these forms to the Officers asking them to get them notarized and sign, and return at next meeting.

**D. 2019 Ethics Review Attestation and Financial Disclosure Affidavit**

E. Jardine distributed these forms for 2019 to TCPB members for their completion and submittal.

**VIII. REPORTS**

**A. Local Bits and Pieces**

- 1. Town of Candor – A. Cacciola**
  - Have new Code Enforcement Officer, Martin Jerzak.
  
- 2. Town of Nichols – P. Moore**
  - No report.
  
- 3. Town of Berkshire – T. Pollard**
  - The former Town Supervisor is now a Town Councilman.
  
- 4. Town of Tioga – D. Chrzanowski**
  - No report.
  
- 5. Village of Waverly – R. Filbin**
  - Not in attendance.

**6. Village of Owego – G. Eckley**

- Not in attendance.

**7. Town of Newark Valley – S. Titus**

- Not in attendance.

**8. Village of Newark Valley – M. Reynolds**

- No report.

**9. Town of Owego – J. Current**

- No report.

**10. Town of Barton – G. Updyke**

- No report.

**11. Town of Richford - vacant****12. Spencer – vacant**

**B. Staff Report:** E. Jardine announced the restructuring of the Department of Economic Development and Planning, including the addition of a Community Development Specialist position that will aid her in municipal outreach projects and planning reviews.

P. Moore inquired about the 2019 Agricultural Districts land inclusions and if the TCPB had to recommend them like the Agricultural and Farmland Protection Board. E. Jardine answered that the County Legislature had approved the inclusions and the package will be submitted to NYS Department of Agriculture and Markets. Ag and Markets removed the requirement of County Planning Board recommendation from the full eight-year districts reviews years ago, and that was never required for the Annual Inclusions process.

T. Pollard mentioned a STERPDB representative. E. Jardine reported that Brittany Woodburn, the new Deputy Director of EDP, is the new STERPDB Board member from Tioga County. E. Jardine also said she would be better about reporting STERPDB initiatives. Currently there is an Energy Impact Assessment getting underway. T. Pollard then mentioned past power problems at Tioga Hardwoods.

**IX. OLD BUSINESS**

- A. None.

**X. ADJOURNMENT**

- A. Next Meeting April 17, 2019 @ 7:00 PM in the Legislature Conference Room.  
 B. Motion made to adjourn at 8:05 PM. J. Current/T. Pollard/Carried.

Respectfully submitted,  
 Elaine Jardine, Tioga County Planning Director  
 Economic Development and Planning