



MEETING AGENDA
TIOGA COUNTY PLANNING BOARD
April 15, 2026 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. March 18, 2026

- V. PRIVILEGE OF THE FLOOR**

- VI. NEW BUSINESS**
 - A. 239 Review
 - 1. County Case 2026-007: Village of Owego, Site Plan Review & Area Variance, Applied Technology Manufacturing Corp.

- VII. REPORTS**
 - A. Local Bits and Pieces
 - B. Staff Report

- VIII. OLD BUSINESS**
 - None

- IX. ADJOURNMENT**
 - A. Next Regular Meeting May 20, 2026 at the Tioga County HHS Building
 - B. Adjourn

**TIOGA COUNTY PLANNING BOARD
MEETING MINUTES
March 18, 2026
Tioga County Health & Human Services Building, Room #2139**

I. CALL TO ORDER AND INTRODUCTIONS

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

II. ATTENDANCE

- A. Planning Board Members:
Present: Doug Chrzanowski, Art Cacciola, John Current, Vicki Davis, Sam Davison, Jim Marzen, Pam Moore, Grady Updyke
Excused: Joe Budney, Georgeanne Eckley, James Tornatore
- B. Ex Officio Members: None
- C. Local Officials: Charles Davis, Town of Richford Supervisor
- D. 239m Review Applicants: Tom Pappas, Griffiths Engineering; Andrew Miller, Town of Nichols
- E. Guests: None
- F. Staff: Sara Zubalsky-Peer, Colleen Chrzanowski

III. APPROVAL OF AGENDA

- Approval of agenda with noted corrections:
J. Current/S. Davison/Carried
None Opposed
No Abstentions

IV. APPROVAL OF MINUTES

- Approval of February 18, 2026 minutes:
J. Current/J. Marzen/Carried
None Opposed
No Abstentions

V. PRIVILEGE OF THE FLOOR

- None

VI. NEW BUSINESS

A. 239 Reviews

1. County Case 2026-005: Town of Owego, Site Plan Review, 405 Commerce, LLC

The applicant is requesting site plan review to construct a 12,000 sq. ft. equipment storage garage, associated asphalt parking lot/vehicle maneuvering area, stormwater management facilities, and site appurtenances on the parcel east of 2060 Main Street, Apalachin, tax map # 153.12-1-10.2, zoned

Industrial. This building will be used by Broome Bituminous Products for storage of their own equipment, primarily in the winter. The hours of operations will be from 7:00 am to 4:00 pm, Monday through Friday, with 4 employees. General operations will involve periodic movement of equipment and stored material to and from the facility, generally less than 3 trucks per day. The site has been designed to accommodate movement of WB_67 tractor trailer-size vehicles around the building and through the site. Site lighting is proposed as wall-mounted light pack affixed to the building. The site was identified by the NYS Historic Preservation Office as “archaeologically sensitive”; a consultant has been obtained by the applicant to conduct a Phase 1A/1B study of the site per SHPO request. The site was identified as having a NWI wetland present on the parcel. A consultant performed a field investigation/ wetland delineation, and it was determined the formerly identified wetland was no longer present. A negative Jurisdictional Determination for wetlands was also received from NYSDEC. Pursuant to 6NYCRR Part 617 SEQR, the Town of Owego, as Lead Agency, has categorized this as an Unlisted Action and has provided a complete, signed, and dated Short Environmental Assessment Form Part 1 from the applicant

Comments:

This proposed use is an appropriate land use for the character of the area. The proposal is compliant with the Town of Owego codes. It is of benefit to the Town of Owego to have another business expand during these difficult financial times. It is the municipality’s responsibility that this project complies with all applicable Town of Owego code requirements, even those that are not cited in this document. It is the applicant’s responsibility to obtain all required federal, state and local permits, licenses and registrations. It is the applicant’s responsibility to meet the requirements set forth resulting from the Phase 1A/1B Archeological Study, as applicable.

Conditions:

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

After thorough consideration of the above, Staff advises the County Planning Board recommend Approval of the Site Plan Review with the Conditions noted.

J. Current – This site was previously disturbed years ago.

Q. D. Chrzanowski – What is the plan for the lighting on the building and is there traffic at night? Would fully shielded lighting be installed? **A. T. Pappas** – There should not be much if any activity at night. We can make sure the lights are managed to the property line.

Q. S. Davison – What are Bituminous products? **A. T. Pappas** – Broome Bituminous is a big paving contractor in the area and are looking to store their construction equipment here especially during the winter months. This is not designated as a maintenance facility and traffic should be minimal.

Q. D. Chrzanowski – Has this been submitted to DOT 9 yet? **A. S. Zubalsky-Peer** – This has been submitted and reviewed. The review was received just this morning. No major concerns were noted.

Motion to recommend Approval of the Site Plan Review with the Conditions noted:

P. Moore/J. Current/Carried

Yes 8

No 0
Abstentions 0

2. County Case 2026-006: Town of Nichols, Special Use Permit, Andrew Miller, Farm Store

The applicant is requesting a special use permit to establish and operate a farm/barn market to sell farm goods, breads, feed, and Amish made goods. There will be no workers other than the owners as it is family run. The applicant states the hours of operation are not yet determined. The name of the business has not yet been determined. Pursuant to NYS Agricultural Districts Law Article 25 AA, the Town of Nichols researched this parcel, as well as adjacent parcels. This project location is within 500 feet of a property enrolled in the NYS Agricultural Districts Program. Therefore, an Agricultural Data Statement has been prepared and will be mailed to the property owners listed on the form. The project location is within 500 feet of a county road.

Comments:

The applicant is following proper local approval procedure to establish this retail business. Please see attached aerial photograph of property. It is the municipality’s responsibility that this project complies with all applicable Town of Nichols code requirements, even those that are not cited in this document. It is the applicant’s responsibility to obtain all required federal, state and local permits, licenses and registrations.

Conditions:

1. The applicant obtains all required federal, state or local licenses, permits, registrations, and certificates.
2. That the Town ZBA conducts a SEQR analysis using DEC’s Short Environmental Assessment Form.
3. Before the applicant constructs the farm store building, they must come back through the entire local approvals process for site plan review and approval.

After thorough consideration of the above, Staff advises the County Planning Board recommend Approval of the Special Use Permit with the Conditions noted.

Q. D. Chrzanowski – What was the size of the planned building? **A. A. Miller** – The building is planned at approximately 50 x 80.

Q. S. Davis – Is anything being made there or only sold there? **A. A. Miller** – There will be a bit of both there. Mostly breads and pies. Hopefully other local goods that are allowed by the permits.

D. Chrzanowski – Mr. Miller still needs to get with the NYS Department of Health regarding the food service. The Town of Nichols requires a Special Use Permit to enable him to sell goods in an agricultural district.

Motion to recommend Approval of the Special Use Permit with the Conditions noted:

J. Current/S. Davison/Carried
Yes 7
No 0
Abstentions 1 (P. Moore)

VII. REPORTS

A. Local Bits and Pieces

1. **Town of Barton** (G. Updyke)
 - No report.
2. **Town of Berkshire** (S. Davison)
 - No report.
3. **Town of Candor** (A. Cacciola)
 - A. Cacciola reported that the Candor Daffodil Festival is scheduled for Saturday, April 25, 2026.
4. **Town of Newark Valley** (J. Marzen)
 - 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** (V. Davis)
 - No report.
9. **Town of Spencer** (J. Budney)
 - Not in attendance.
10. **Town of Tioga** (D. Chrzanowski)
 - No report.
11. **Village of Waverly** (Vacant)
 - No report.
12. **Alternates** (J. Tornatore)
 - Not in attendance.

B. Staff Report:

- No Report.

VIII. OLD BUSINESS

None.

IX. ADJOURNMENT

- A. Next Meeting April 15, 2026, @ 7:00 PM at HHS Building Room #2139.
- B. Motion made to adjourn at 7:21 PM. J. Current/P. Moore/Carried.

Respectfully submitted,

Colleen Chrzanowski
Tioga County Planning Board Recording Secretary

**Tioga County Planning Director Trainee
Economic Development and Planning
Legislative Committee Report
March 2026**

Prepared By: Sara Zubalsky-Peer

Meetings

- ED&P Staff Meetings
- TCPDC Audit Committee Meeting
- TCPB Meeting
- Deluge Media
- NYLBA Executive Committee Meeting
- Broome/Tioga Arts & Culture Master Plan Steering Committee & Kickoff Meeting
- ST8 Planning Directors Board Meeting
- NYS County Planning Directors Meeting
- OACSD- Fulton City Schools Meeting
- NYSHCR Call
- Town of Owego Strong Road Meetings
- Stone House site visit
- Berkshire site visits- 39 Railroad Avenue

Active Projects

- 247 Main Street- Schematic design complete, submitted to SHPO & OHPC, bid documents received, to be put out to bid in April
- 121 Providence; very nearly complete, TCPDC will focus on securing a realtor in the coming month
- 103 Liberty- work scheduled to be complete June 2026
- 62-64 North Avenue- bid received, awaiting award or rebid by property owner

Grants

Active

- LBI Operational- \$200,000; have begun spending down
- LBI Phase II- \$590,100 in acquisition costs; \$450,000 spent down
- ARPA
- Hooker Foundation
- NY Main Street-62-64 North Avenue-
- LBI2 Capital- \$1,283,000; have begun spending down

- Community Foundation of South Central NY Women's Fund- \$8,000; next class tentatively scheduled for June 2026

Pending

- EPA Brownfields Application, application submitted, awaiting award

Potential

- N/A

Completed

- N/A

Plans/Studies

- Broome-Tioga Arts & Culture Master Plan

Other

- N/A

Resolutions

- N/A