

**TIOGA COUNTY PLANNING BOARD
MEETING MINUTES
March 16, 2022
VIA ZOOM**

I. CALL TO ORDER AND INTRODUCTIONS

- Chairman D. Chrzanowski called the meeting to order at 7:01 PM.
- Note - this meeting was conducted via Zoom as allowed by NYS law regarding COVID-19 spread prevention. These minutes serve as a transcript of the meeting.

II. ATTENDANCE

- A. Planning Board Members:
Present: Doug Chrzanowski, Grady Updyke, Art Cacciola, Pam Moore, John Current, Bryan Goodrich, Tim Pollard, Georgeanne Eckley
Excused: Rawley Filbin, Chelsea Robertson, Matt Tomazin
Absent:
- B. Ex Officio Members:
- C. Local Officials: Barbara Roberts, County Legislator and EDP Committee Chair
- D. 239m Review: Dan Brown, Bob Brazil, Alton Ainslie and Dave McNeil of Franziska Center, Inc.; Tony Santalucia
- E. Guests: None
- F. Staff: Elaine Jardine

III. APPROVAL OF AGENDA

- Approval of agenda.

J. Current/T. Pollard/Carried
None Opposed
No Abstentions

IV. APPROVAL OF MINUTES

- Approval of February 16, 2021 minutes.

J. Current/B. Goodrich/Carried
None Opposed
No Abstention

V. PRIVILEGE OF THE FLOOR

- None

VI. CORRESPONDENCE

- On file at the EDP Office

VII. NEW BUSINESS

- A. 239 Reviews
 - 1. County Case 2022-004: Village of Waverly, PUD Special Permit with Site Plan Review, Tony Santalucia

The applicant is requesting a PUD special permit with site plan approval to establish a ministorage facility on this current vacant lot. The storage facility will consist of two small steel buildings containing 39 units of various sizes. The buildings will be assembled on site on top of an installed concrete pad.

The business will require no employees or parking spaces. The only lighting will be small exterior wall pack lighting on the buildings. Hours of operation is 24 hours, seven days a week. The traffic flow pattern on the site plan looks logical, especially if the traffic is marked for one direction. One sign is proposed that the applicant states will meet all village specifications.

The rear of this lot contains both FEMA Special Flood Hazard Area 1% Annual Chance and Floodway. It is difficult to discern from the site plan provided if the building will lie within this area. E. Jardine then showed the floodplain map to illustrate the potential issue.

This proposal for a ministorage on this vacant property will improve its value. It is beneficial to the community and county that a small business will be established and maintain the tax base.

Staff advises the County Planning Board recommend approval of the PUD special use permit with site plan review.

Q. D. Chrzanowski – Did DOT comment on this proposal? **A. E. Jardine** – Yes, they are requiring only one driveway, a drainage study and nothing in the DOT right of way. T. Santalucia stated they just met with DOT today and they definitely are requiring only one driveway, which they will comply with. **Q. B Goodrich** – Will this building be in the floodplain area? **A. T. Santalucia** – No, we had William and Edsall survey the property and the floodplain line and they have put stakes in delineating the floodplain line. None of the proposed building is in the floodplain. The drive lies just on the edge of the line. **B Goodrich** – Does the driveway need to be out of the floodplain? **E. Jardine** – No, just the building improvements.

Motion to recommend approval of the PUD special use permit with site plan review with the condition noted:

T. Pollard/J. Current/Carried	
Yes	8
No	0
Abstention	0

2. County Case 2022-005: Village of Owego, Site Plan Review and Area Variance, Franziska Racker Center, Inc.

The applicant is requesting site plan approval to construct a new single-story, 15,971 square foot building that will house offices for several long-standing community non-profit organizations. The nonprofits that will be housed in the Neighborhood Depot include: Racker Center, Catholic Charities of Tompkins-Tioga, Tioga County Rural Ministry and Tioga County United Way.

As this property is out of the floodplain and the building will be situated above the 0.2% annual chance FEMA Special Flood Hazard Area, and therefore out of harm’s way during a flood, the intent is to also use the facility as an emergency response center during flood events.

It is anticipated that the facility will receive 120-150 visitors on a weekly basis. The majority of these visitors will be associated with the services of Tioga County Rural Ministry. Hours of operation will

generally be 8:00 AM to 6:00 PM weekdays, with the exception of Board meetings and special events. Most of the parking will be on the North Ave side of the building for public and some on the Central Ave side of the building for staff. Sixty-five parking spaces are provided. Lighting as detailed in the project narrative, will include six 30-foot light poles with cutoff fixtures to prevent light spill onto surrounding properties. The applicant proposes one ground sign, although specifications are not provided at this time.

This project is subject to NYS DEC MS4 Stormwater regulations. The applicant has hired an engineering firm to do the SWPPP.

For the area variance considerations, there is nothing identified that would prevent the granting of the area variance.

This proposal will add real property value to this area of the Village of Owego and will provide consistent, modern facilities for all four of these long-standing community non-profit organizations. The Neighborhood Depot is a suitable and sustainable use that will revitalize this neighborhood.

Staff advises the County Planning Board recommend approval of the site plan review and area variance.

Q. D. Chrzanowski – Who owns the stairway to the North Ave sidewalk? **A. D. McNeil and A. Ainslie** – Some portions are owned by the private property, some portions are on DOT right of way. Discussion ensued regarding the condition and safety issue of the stairway. D. Brown stated that they will pursue the issue and resolve it whatever way possible.

Q. D. Chrzanowski – Will this facility have the proper equipment to be an emergency shelter? **A. D. Brown** – Yes.

Q. E. Jardine – This proposal is subject to NYS DEC MS4 Stormwater Regulations so I understand you are developing a SWPPP to be submitted to NYS DEC? **A. A. Ainslie** – Yes. **E. Jardine** – Will there be catchment basins in the parking lot area? **A. A. Ainslie** – Yes there will be underground catchment basins.

Q. B. Goodrich – What about drainage, it looks like run off will go toward North Avenue? **A. E. Jardine** – That is why I mentioned the SWPPP and asked if there will be catchment basins, which the answer was yes. DOT will not let new drainage enter into their stormwater system.

Motion to recommend approval of the site plan review and area variance:

G. Eckley/B. Goodrich/Carried	
Yes	8
No	0
Abstention	0

B. Election of 2022 Officers

Nominations: Doug Chrzanowski, Chair; Tim Pollard, Vice Chair; Pam Moore, Secretary

Motion to approve the 2022 slate of Officers:

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

VIII. REPORTS

A. Local Bits and Pieces

1. **Town of Candor** (A. Cacciola)
 - Highway Dairy opened last week. Owner is concerned about high cost of non-Styrofoam containers.
2. **Town of Tioga** (D. Chrzanowski)
 - Ayres Road railroad crossing will be closed permanently soon by Norfolk & Southern Railroad.
3. **Town of Berkshire** (T. Pollard)
 - Inquired about annual Ethics Attestation form. E. Jardine will email out to TCPB members.
4. **Town of Newark Valley** (M. Tomazin)
 - Not in attendance.
5. **Town of Barton** (G. Updyke)
 - No report.
6. **Town of Owego** (J. Current)
 - No report.
7. **Town of Nichols** (P. Moore)
 - No report.
8. **Village of Waverly** (R. Filbin)
 - Not in attendance.
9. **Village of Owego** (G. Eckley)
 - No report.
10. **Alternates** (B. Goodrich, C. Robertson)
 - No report.

B. Staff Report:

- The NYS State of Emergency for the COVID pandemic ends at 11:59 tonight. If the SOE is not extended, we will be back to in-person meetings. If wish to continue via Zoom, we must publish the address your meeting from in the public notice, and your address must be open to the public. We will have someone at the County Office Building front door to hold it open for both TCPB members and the public until the new electronic security system is in place. This will allow IT to unlock the door at specific requested times.

IX. OLD BUSINESS

- None.

X. ADJOURNMENT

- A. Next Meeting April 20, 2022, @ 7:00 PM via Zoom.
- B. Motion made to adjourn at 7:51 PM. G. Eckley/D. Chrzanowski/Carried.

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