



MEETING AGENDA
TIOGA COUNTY PLANNING BOARD
March 18, 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. February 18, 2026

- V.** PRIVILEGE OF THE FLOOR

- VI.** NEW BUSINESS
 - A. 239 Review
 - 1. County Case 2026-005: Town of Owego, Site Plan Review, 405 Commerce, LLC
 - 2. County Case 2026-006: Town of Nichols, Special Use Permit, Farm Store

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

- VIII.** OLD BUSINESS
 - None

- IX.** ADJOURNMENT
 - A. Next Regular Meeting April 15, 2026 at the Tioga County HHS Building
 - B. Adjourn

**TIOGA COUNTY PLANNING BOARD
MEETING MINUTES
February 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, Joe Budney, Art Cacciola, John Current, Vicki Davis, Sam Davison, Jim Marzen, James Tornatore, Grady Updyke

Excused: Georgeanne Eckley, Pam Moore

B. Ex Officio Members: None

C. Local Officials: Charles Davis, Town of Richford Supervisor

D. 239m Review Applicants:

E. Guests: None

F. Staff: Sara Zubalsky-Peer, Colleen Chrzanowski

III. APPROVAL OF AGENDA

- Approval of agenda as presented:

J. Current/J. Marzen/Carried
None Opposed
No Abstentions

IV. APPROVAL OF MINUTES

- Approval of January 21, 2026 minutes noted corrections:

J. Current/S. Davison/Carried
None Opposed
Abstentions: A. Cacciola

V. PRIVILEGE OF THE FLOOR

- None

VI. NEW BUSINESS

A. 239 Reviews

1. County Case 2026-003: Town of Nichols, Residential Area Variance, Franzese

Non-Action. D. Chrzanowski reported that the Town of Nichols needs to assess this at the Nichols Town Planning Board. A resident who owns two neighboring properties wants to add a building within five feet of the setback of one of the properties.

2. County Case 2026-002: Town of Owego, Special Use Permit & Site Plan Review, ValuAuto

The applicant is requesting a special use permit & site plan review to add a dismantling operation to their existing towing and auto salvage business/property located on Southside Drive. The applicant is required to obtain a NYS DMV vehicle dismantling license and needs a letter from the Zoning Board of Appeals to submit their application to NYS DMV.

Applicant states that the existing site plan approved includes a 3-bay garage used for storage for heavy wreckers and will remain. Shelving units will be installed inside the existing 3-bay garage to store parts removed from cars during dismantling. Parts will be removed inside the building and will either be sold through resale or installed into vehicles. Once parts are pulled, remaining vehicles will be transported to the scrap yard. Applicant states parts will only be removed during current hours of operations, Monday – Friday 8:00 AM to 5:00 PM (towing still available 24/7). The number of employees will not change. Traffic will remain the same. There will be no exterior changes to the property.

Pursuant to 6NYCRR Part 617 SEQR, the Village of Owego Code Enforcement has categorized this project as an Unlisted action. Therefore, the Village has provided a Short EAF Part 1 that has been completed, signed and dated by the applicant.

Comments:

This proposal would allow this successful business to operate at fuller capacity. Any small business that expands its services is of benefit to the community. The project will have little to no impact on the neighborhood. It is the municipality’s responsibility that this project complies with all applicable Village 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.

Conditions:

1. That the applicant complies with the NYS DOT Region 9 Site Plan Review Committee’s comments and requirements.
2. That the applicant stores the dismantled vehicle parts within a building to comply with the Village Zoning code.

After thorough consideration of the above, Staff advises the County Planning Board recommend Approval of the Special Use Permit and Site Plan Review with the conditions noted.

S. Zublasky-Peer – Reported the Village of Owego Attorney wants a Site Plan Review. The existing Site Plan is attached and being used since there are no modifications requested.

S. Zublasky-Peer – Reported that they are currently dismantling parts and storing them because they cannot sell on-line yet without the license.

Q. D. Chrzanowski – Has DOT 9 reviewed this yet and were any issues identified regarding State property encroachment? **A. S. Zublasky-Peer** – DOT 9 will not review until we submit our review.

Motion to recommend Approval of the Special Use Permit & Site Plan Review:

J. Current/J. Marzen/Carried	
Yes	9
No	0
Abstentions	0

B. Election of 2026 Officers

The group discussed the naming of officers to the Tioga County Planning Board. The group suggested D. Chrzanowski as Chair, A. Cacciola as Vice Chair and P. Moore as Secretary.

Motion to recommend Approval of D. Chrzanowski as the Tioga County Planning Board Chair:

S. Davison/J. Tornatore/Carried	
Yes	9
No	0
Abstentions	0

Motion to recommend Approval of A. Cacciola as the Tioga County Planning Board Vice-Chair:

S. Davison/J. Tornatore/Carried	
Yes	9
No	0
Abstentions	0

Motion to recommend Approval of P. Moore as the Tioga County Planning Board Chair:

J. Current/J. Tornatore/Carried	
Yes	9
No	0
Abstentions	0

VII. REPORTS

A. Local Bits and Pieces

1. **Town of Barton** (G. Updyke)
 - No report.
2. **Town of Berkshire** (S. Davison)
 - S. Davison reported that the Town of Berkshire Supervisor is now Michael Simmons, Jr. and the Town Highway Supervisor is George Hoffmier, Jr.
3. **Town of Candor** (A. Cacciola)
 - A. Cacciola reported that he attended a two-day training from the Association of Towns. One of the agenda items was the need to increase the transparency of utility status at the Town level.
4. **Town of Newark Valley** (J. Marzen)
 - No report.
5. **Town of Nichols** (P. Moore)
 - Not in attendance.
6. **Town of Owego** (J. Current)
 - No report.
7. **Village of Owego** (G. Eckley)

- Not in attendance.

- 8. Town of Richford** (V. Davis)
 - V. Davis reported that the Town of Richford submitted a grant to Parks and Recreation for the Rawley Park pavilion floors.

- 9. Town of Spencer** (J. Budney)
 - No report.

- 10. Town of Tioga** (D. Chrzanowski)
 - No report.

- 11. Village of Waverly** (Vacant)
 - No report.

- 12. Alternates** (J. Tornatore)
 - J. Tornatore reported that the Tioga County Council of Government is February 19, 2026. The agenda includes Land Bank discussion, information from the Governor’s Office by Rose Olsen and electricity infrastructure and production by the Southern Tier Regional NYSEG Representative.

B. Staff Report:

- S. Zubalsky-Peer asked Board members if they wanted a copy of her monthly staff report for Tioga County Legislature. Tioga Planning Board requested a copy.
- S. Zubalsky-Peer distributed Oath of Office forms for Board members who were due to complete (D. Chrzanowski, J. Budney, V. Davis and G. Updyke).

VIII. OLD BUSINESS

None.

IX. ADJOURNMENT

- A.** Next Meeting March 18, 2026, @ 7:00 PM at HHS Building Room #2139.
- B.** Motion made to adjourn at 7:28 PM. J. Current/J. Tornatore/Carried.

Respectfully submitted,

Colleen Chrzanowski
Tioga County Planning Board Recording Secretary

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

February 2026

Prepared By: Sara Zubalsky-Peer

Meetings

- ED&P Staff Meetings
- TCPDC Regular Board Meeting
- TCPB Meeting
- Deluge Media
- Training sessions with County Planning Director
- Ag & Farmland Protection Board
- NYLBA Board Meeting
- Mobile Food Truck Ribbon Cutting
- Broome/Tioga Arts & Culture Master Plan Steering Committee
- BMTS Board Meeting
- ST8 Housing Committee Meeting
- ST8 Regional Board Meeting

Active Projects

- 247 Main Street- Schematic design shared with TCPDC Board; finalizing revisions before bid
- 121 Providence; construction underway, painting & installation of kitchen/bath next.
- 103 Liberty- work scheduled to be complete in Spring 2026

Grants

Active

- LBI Operational- \$200,000; have begun spending down
- LBI Phase II- \$590,100 in acquisition costs; currently have \$450,000 of acquisition committed
- ARPA
- Hooker Foundation
- NY Main Street-62-64 North Avenue- Bids due 2/26
- LBI2 Capital- \$1,283,000; have begun spending down
- Community Foundation of South Central NY Women's Fund- \$8,000

Pending

- Land Bank Initiative Property Services Open Round- application submitted, awaiting award
- EPA Brownfields Application, application submitted, awaiting award

Potential

- N/A

Completed

- 81 North Avenue- awaiting Board decision re: property management to lease units

Plans/Studies

- Strong Road utilities feasibility study- assisting Brittany - Larson Design Group in-progress

Other

- N/A

Resolutions

- AUTHORIZE 2026 REQUEST FOR INCLUSION OF LANDS IN THE OWEGO NICHOLS AGRICULTURAL DISTRICT #2