



ECONOMIC DEVELOPMENT & PLANNING | INDUSTRIAL DEVELOPMENT AGENCY | LOCAL DEVELOPMENT CORPORATION

MEETING AGENDA
TIOGA COUNTY PLANNING BOARD
October 15, 2025 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. August 20, 2025
- V. PRIVILEGE OF THE FLOOR
- VI. NEW BUSINESS
 - A. 239 Reviews
 - 1. County Case 2025-023: Village of Owego, Special Use Permit, Ahwaga Barbershop
- VII. REPORTS
 - A. Local Bits and Pieces
 - B. Staff Report
- VIII. OLD BUSINESS
 - None
- IX. ADJOURNMENT
 - A. Next Regular Meeting November 19, 2025 at the Tioga County HHS Building
 - B. Adjourn

**TIOGA COUNTY PLANNING BOARD
MEETING MINUTES
September 17, 2025
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, Georgeanne Eckley, Jim Marzen, Pam Moore, James Tornatore, Kasey Traub, Grady Updyke

Excused: Bryan Goodrich

B. Ex Officio Members: None

C. Local Officials: None

D. 239m Review Applicants: Charles Davis, Town of Richford Supervisor

E. Guests: Matt Freeze, Morning Times

F. Staff: Elaine Jardine, 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 August 20, 2025 minutes noted corrections:

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

V. PRIVILEGE OF THE FLOOR

- None

VI. NEW BUSINESS

A. 239 Reviews

1. County Case 2025-021: Town of Richford, Moratorium on the Development and Construction of Solar Energy Systems, Town of Richford Town Board

The Richford Town Board finds it is in the best interest of public health, safety and welfare to take a reasonable period of time to further study the potential impacts and effects on land, the environment and the public caused by development and construction of solar energy systems. The Town Board's goal is to analyze and determine

appropriate regulations for solar relating to land development and to consider possible amendments to the Town’s laws and/or comprehensive plan.

NYS law requires that land use moratoriums include a valid public purpose for the moratorium. However, in its current state, this proposed moratorium local law provides vague language regarding the reasoning or purpose for the moratorium. The specific reason is because the Town of Richford currently does not have a solar energy law in place. After multiple attempts to develop such a law in-house, the Richford Town Board still has not adopted a solar energy law, and, therefore, has assigned the development of a law to their Town Attorney.

Land use moratoria are considered a Type II Exempt Action under SEQR, therefore no SEQR evaluation is required.

Please see attached local law for details.

Comments:

It is prudent that the Town of Richford would freeze large-scale solar energy systems development and construction for six months via a moratorium at this time. It is advised, however, that they add the language inserted in red text to the local law to specify the purpose for the moratorium. UPDATE – The Richford Town Board did add the language in red text to this proposed local law and submitted it to their town attorney.

Conditions:

- 1. None.

After thorough consideration of the above, Staff advises the County Planning Board recommend approval of the Moratorium on Development and Construction of Solar Energy Systems local law.

Q. J. Budney – Is this law meant to include solar panels for private use or a dollar value identified? **A. C. Davis & E. Jardine** – No it is meant for utility scale.

Q. P. Moore – What if a farm wants to put one in for their own use. Since farms can be a commercial enterprises, would the language in the law need to address this? **A. D. Chrzanowski** – Suggested using a Kilowatt number in the law that is less than utility scale operations but still usable for farm use. Town of Tioga used 50 or 75 Kilowatts. **A. E. Jardine** – You can address this by exempting agriculture related use within the law.

Motion to recommend Approval of the Moratorium on Development and Construction of Solar Energy Systems local law:

K. Traub/P. Moore/Carried

Yes	11
No	0
Abstentions	0

2. County Case 2025-022: Village of Waverly, Storage Container Moratorium, Village of Waverly Village Board of Trustees

The Village of Waverly Board of Trustees has been advised by their Village Attorney to institute a one-year moratorium on placement of shipping containers or natural shipping vessels within the Village of Waverly. Portable shipping containers have been utilized, modified, and offered for sale for alternate purposes other than shipping containers, such as permanent mini storage units, and human habitation within the Village of Waverly. The Village Board’s goal is to analyze and determine appropriate regulations for portable shipping containers

within the Village as they have impact and effect on aesthetics, quality of life, and property values, as well as health and welfare of occupants when utilized as a dwelling. The Village Board is gathering information regarding village and state zoning matters related to placement of shipping containers to pursue appropriate and reasonable regulations concerning the siting, use, and location of cargo and storage containers within Village boundaries.

Land use moratoria are considered a Type II Exempt Action under SEQR, therefore no SEQR evaluation is required.

Please see attached local law for details.

Comments:

It is prudent that the Village of Waverly would halt the placement of portable shipping containers within the Village boundaries for one year to allow ample time to diligently research reasonable regulations. The Village has not regulated the placement of portable shipping containers until this time and have knowledge of specific issues arising from use of portable storage containers as permanent storage units and as habitable dwellings that need to be addressed to make a regulation that is beneficial to the village and to better protect the general health, safety and welfare of the community. It is advised, however, that the timeframe of said moratorium be limited to six months, as there has been no substantive reasoning provided for the need for one year.

After thorough consideration of the above, Staff advises the County Planning Board recommend approval with Modification (6 months instead of one year) of the Moratorium on Portable Storage Containers local law.

D. Chrzanowski – Asked Tioga County Planning Board members if they agreed the moratorium should be limited to 6 months. Board members agreed.

D. Chrzanowski – Asked Tioga County Planning Board members if a condition should be placed on this request or approve with modification to 6 months. Board members agreed to a modification to 6 months for the moratorium.

Motion to recommend Approval with Modification (6 months instead of one year) of the Moratorium on Portable Storage Containers local law:

J. Budney/J. Current/Carried

Yes 11

No 0

Abstentions 0

3. 239 Referral Intermunicipal Agreement with the Village of Owego

Modifications to the Intermunicipal Agreement between the Village of Owego Planning Board, the Village of Owego Zoning Board of Appeals and the Tioga County Planning Board were reviewed.

Motion to recommend Approval of the Intermunicipal Agreement with the Village of Owego:

J. Current/G. Eckley/Carried

Yes 11

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)
 - No report.
3. **Town of Candor** (A. Cacciola)
 - A. Cacciola reported Nick Chase has been named as the Director of Operations for EMS for the Town of Candor.
 - A. Cacciola reported that the proposed drive-thru coffee shop project has been on hold and the applicant should resume local approvals during the winter.
4. **Town of Newark Valley** (J. Marzen)
 - J. Marzen reported that the Town of Newark Valley Supervisor, Stuart Yetter, passed away recently. This loss has had a big impact on the community. The Town of Newark Valley has appointed Joe Tomazin who is an existing Town Board member as Interim Supervisor. Joe Tomazin is currently approved to run for Board Member for the Town of Newark Valley in the November elections but is unsure if he can run for Supervisor until he contacts the Board of Elections for confirmation.
5. **Town of Nichols** (P. Moore)
 - No report.
6. **Town of Owego** (J. Current)
 - J. Current asked where to get production data on operational utility solar projects. E. Jardine stated NYSEDA website has this information. To view the map of New York solar projects, go to the [NYSEDA DER Integrated Data System](https://der.nyserda.ny.gov/map/) at <https://der.nyserda.ny.gov/map/> Click on a specific solar project, then View Facility and View Data to get specific solar project data.
7. **Village of Owego** (G. Eckley)
 - No report.
8. **Town of Richford** (V. Davis)
 - V. Davis reported that the Town of Richford Fire Department Bond passed.
 - V. Davis reported that the Town of Richford Potato Festival is Saturday, September 20, 2025, running from 10:00 AM to 3:00 PM.
9. **Town of Spencer** (J. Budney)
 - No report.
10. **Town of Tioga** (D. Chrzanowski)
 - No report.
11. **Village of Waverly** (K. Traub)
 - K. Traub reported that the Village of Waverly has been seeing an influx of new businesses monthly.

- K. Traub reported that the Village of Waverly's implementation of the Business Registration Law has eliminated all the illicit cannabis sticker stores.

12. Alternates (B. Goodrich)

- Not in attendance.

B. Staff Report:

- E. Jardine reported that the invitations for the Clean Energy training course hosted by the Land Use Leadership Alliance on October 26th to 28th at Greek Peak went out to five Tioga County municipalities; Town of Owego, Town of Nichols, Town of Newark Valley and Town of Candor. Three attendees have registered with the possibility of 2 more. If anyone is still interested in attending, registration can still occur after the September 19th deadline.
- E. Jardine reported that starting in October, she will be contacting the Town/Village Supervisors for Tioga County Planning Board members whose terms are expiring at the end of the year. The Town/Village Boards of these members will need to nominate someone. Tioga County Planning Board members J. Budney, D. Chrzanowski, V. Davis and G. Updyke terms are set to expire at the end of the year.
- E. Jardine reported that G. Goodrich, Tioga County Alternate, is not going to serve another term. Tioga County Alternates do not need to be nominated by the Town/Village Boards. If anyone has a recommendation for an Alternate, please let her know.

VIII. OLD BUSINESS

None.

IX. ADJOURNMENT

- A.** Next Meeting October 15, 2025, @ 7:00 PM at HHS Building Room #2139.
- B.** Motion made to adjourn at 7:51 PM. J. Current/J. Marzen/Carried.

Respectfully submitted,

Colleen Chrzanowski
Tioga County Planning Board Recording Secretary

**Economic Development and Planning
Legislative Committee Report
October 7, 2025
Prepared By: Elaine Jardine**

Meetings

- Tioga County Agricultural Resource Group meeting
- Southern Tier 8 Regional County Sustainability meeting
- Southern Tier 8 Regional Board meeting
- Southern Tier 8 Regional Housing Investment Framework meeting
- BMTS Planning Committee meeting
- Town of Berkshire George Smith Park Master Plan Community Visioning Workshop
- Broome/Tioga Planning Pro-Housing Communities and Short-term Rental planning and zoning board training
- Owego downtown public arts meeting with Tioga Arts Council

Active Projects

- Started training with the County Planning Director Trainee. We've made several municipal visits and reviewed current CPD computer files.
- Assisting the Village of Waverly with their NY Forward grant implementation:
 - Small Projects Fund – A Selection Committee was formed and we held the first meeting to refine Program Guidelines.
 - Public Projects – The Village of Waverly Committee selected HUNT Engineering for engineering & design of their public projects which include Broad Street Streetscape and East Waverly Park improvements. The Village now is obtaining a contract from HUNT.
- NYS Parks Snowmobile Grant – Snowmobile club money is now available for clubs to receive state grant reimbursement.

Grants

Active

- NYS Department of Agriculture & Markets Land Trusts Outreach Grant Program – NYS American Farmland Trust has scheduled the two workshops within each of the three of Tioga County's Agricultural Districts for and November 5-6 and mid-January 2026.
- Town of Berkshire Appalachian Regional Commission (ARC) Ready Local Government Grant –. Barton & Loguidice held a community visioning workshop to determine public "wants" for George Smith Park. B&L has also had a topographic and boundary survey completed for the park and has completed an existing conditions assessment. Work begins on environmental screenings and investigations. The first ARC progress and financial reports were submitted and approved.
- Tioga County/Village of Owego NY SWIMS Lifeguard Grant – The first Village of Owego reimbursement payment has been dispersed to the Village of Owego. Waiting on canceled check to submit reimbursement to Tioga County.
- CDBG Catholic Charities Tioga Mobile Fresh Café grant – The first reimbursement request was received and mailed to Catholic Charities of Tompkins & Tioga Counties. The mobile food truck has been received and will be built out to specification soon by the contracted food truck company. A vehicle graphic wrap for the food truck is in the design stage.
- The final ARC progress and financial reports for the Education Workforce Coordinator position were certified, submitted and approved. This grant should be closed out soon.

Pending

- Wrote and submitted a NYS DOS Smart Growth Community Planning & Zoning grant application on behalf of the Town of Nichols to fund a planning consultant to develop a Comprehensive Plan for the Town. Awards are announced in mid-December.

- Created various required GIS maps for the Tioga County IDA grant application to Empire State Development's Fast NY Track B program for site development of the Engelbert/Lounsberry/Boyle site in the Town of Nichols.

Potential

- Tioga County Agricultural and Farmland Protection Plan grant from NYS Department of Agriculture & Markets. Worked with three consulting firms to refine grant budget. Ag & Markets expects to release the Request for Applications in September or October 2025. RFA has not yet been released.

Plans/Studies

- Strong Road residential site water and sewer systems extensions cost assessment – Larson Design Group needs to complete this report with expected/typical costs for expansion of the Veolia water system into the Town of Owego. Arranging a meeting with all parties present to determine Veolia water requirements.

Reviews (239)

- County Case 2025-021: Town of Richford, Moratorium on the Development and Construction of Solar Energy Systems, Richford Town Board – The Richford Town Board intends to adopt a six-month moratorium on all solar energy systems development to give the Town Attorney time to develop a solar energy systems law, which the Town does not currently have. Staff advised the County Planning Board to recommend approval of the Moratorium and the County Planning Board voted unanimously to recommend approval.
- County Case 2025-022: Village of Waverly, Moratorium on Portable Shipping Containers, Village Waverly Board of Trustees – The Village of Waverly intends to adopt a one-year moratorium on the placement on the placing of portable shipping containers outside as the Village Planning Board and Town Board work to finalize a draft law. People have used these containers as homes, and many of these containers are not in good condition, which is not beneficial to the general health, safety and welfare of the Waverly public. Staff advised the County Planning Board to recommend approval with modification of the Moratorium from one year to six months and the County Planning Board voted unanimously to recommend approval with modification. This requires the Village of Waverly Board of Trustees to achieve a supermajority vote to override the County Planning Board recommendation.

• Resolutions –

J06 – Authorize Memorandum of Understanding with Southern Tier 8 for Regional Housing Project