TOWN OF SOUTHPORT

1139 Pennsylvania Avenue • Elmira New York 14904

PLANNING BOARD

Meeting Minutes

Monday, **November 2**, **2026**
7:00 pm

Board Members Present:	Jackie French John Hastings Kent Collier, Alternate Penny Page Trish Peterson, Chairperson Richard Petzke Tracy Warner, Vice Chairperson
Board Members Absent:	Chris Parsons
Others Present:	Peter Rocchi, Code Enforcement Officer; Kaylee Semski, Planning Board Secretary

Chairperson Peterson called the meeting to order at or about 6:58 p.m. She asked if the board members had any comments, questions, concerns, or corrections about the October 5, 2026, meeting minutes. Hearing no comments, board member French made a motion to accept the minutes of October 5, 2026, as presented; board member Petzke seconded the motion. All were in favor. The Board accepted the minutes as presented.

AYES: French, Hastings, Page, Collier, Peterson, Petzke, Warner
NOES: None
ABSENT: Parsons
MOTION CARRIED

Next on the agenda was a public hearing of the Site Plan Application of Owen Spring to operate an automobile detailing business located at 921 Pennsylvania Avenue, Elmira, New York 14904, tax map # 109.07-2-77, zoned Commercial Regional.

Chairperson Peterson opened the public hearing at or about 7:00 pm. Asking the applicant to explain his site plan and notify the board if there were any changes to be made.

Mr. Spring addressed the Board wishing to change his hours to 6 am - 9 pm, opposed to 7a.m. - 7 p.m. that was discussed in the last meeting, so he would not have to come back later. He also wanted to clarify to the Board that the tinting he would be providing falls under cosmetic work.

Chairperson Peterson then asked the public if there was anyone that wished to address the site plan application.

No one wished to be heard, the public portion of the public hearing was then closed at 7:01 p.m.

Chairperson Peterson asked the Board if they had any comments on the adjustments to the site plan. None were expressed.

RESOLUTION NO. 030-2026 PB
TOWN OF SOUTHPORT

Motion by: French
Seconded by: Page

WHEREAS, on or about September 16, 2026, Owen Spring submitted a site plan application for approval by the Planning Board to the Code Enforcement office to operate an automobile detailing business located at 921 Pennsylvania Avenue, Elmira, New York, 14904, tax map # 109.07-2-77, zoned Commercial Regional (the "Project"); and

WHEREAS, the Town Planning Board held a preliminary review of the site plan application on October 5, 2026, in which the applicant presented information about the project; and

WHEREAS, the board reviewed and discussed generally the state of the application. Deeming the application: complete for purposes of scheduling a public hearing; (2) preliminary classifies the Application as a Type II action for SEQRA purposes; (3) public hearing for the Application to be scheduled for November 2, 2026, at 7:00 p.m.; (4) directs the Planning Board Clerk to publish notice of the hearing as required by all applicable laws; and (5) states that no referral under GML 239-m is required per the contract between the Town and the County Planning Board; and

WHEREAS, the Town Planning Board conducted a public hearing on November 2, 2026, at or about 7 p.m., after all postings and publications were completed in accordance with all applicable laws; and

WHEREAS, at the public hearing any person who wished to be heard was then given the opportunity to do so.

THEREFORE, IT BE RESOLVED that the Town Planning Board hereby: confirms that the Project is properly classified as Type II under SEQRA and thus no further environmental review is required; states that no referral under GML 239-m is required per the contract between the Town and the County Planning Board; and grants approval for the Site Plan of Owen Spring to operate an automobile detailing business located at 921 Pennsylvania Avenue, Elmira, New York 14904, with the sole condition being that the hours of operation be changed to 6 a.m. – 9 p.m.

AYES: **French, Hastings, Page, Collier, Peterson, Petzke, Warner**
NOES: **None**
ABSENT: **Parsons**
MOTION CARRIED

Other Business, Chairperson Peterson made comment that after discussing with the Planning Board attorney, in regard to other matters not before the Board, because the Open Meetings Law does not apply to non-Town business discussions, those matters can be discussed by the Planning Board outside Planning Board meetings.

No other business to come before the Board. Board member Petzke made a motion to adjourn the meeting; board member Page seconded the motion. All were in favor. The meeting was adjourned at 7:06 p.m.

Respectfully submitted,

Kaylee S. Semski
Planning Board Secretary

Original on file with Town Clerk

cc: Planning Board
Town Board
Town Clerk
Town Attorney

DRAFT