

TOWN OF MINA  
**PLANNING BOARD MINUTES**

**November 3, 2021**

**Planning Board Members Present:** Kris Gleason (Chair), Pat Cuneo, John Shifler, Jo-Ann Travis

**Planning Board Members Absent:** None

**Others Present:** Ellen Shifler, Mina Code Secretary

**Call to Order:** The meeting was called to order at 6:05 PM by Kris Gleason, Chair.

**Pledge of Allegiance**

**Legal Notice** of the meeting was acknowledged.

**Minutes** of the meeting of **10/6/21** were approved as presented upon motion by Jo-Ann Travis and second by John Shifler.

**PUBLIC INPUT:** None

**PLANNING BOARD DISCUSSION ITEMS:**

1. SOLAR ENERGY

- The Planning Board's proposed Solar Law for the Town of Mina was not acted upon at the 10/14/21 meeting of the Mina Town Board.
- The Solar Law moratorium has lapsed. A current Tier 3 Solar application for Special Use Permit is pending for the Zoning Board of Appeals (11/17/21).
- Tier 3 Solar installations are governed by New York State laws. It is unclear whether the Town of Mina may place additional conditions governing Tier 3 installations. Guidance from the Town's legal counsel is needed.
- The Planning Board's Solar Law proposal (governing Tiers 1 and 2) has not as yet undergone legal review.
- The Planning Board needs more time to study further the laws regarding Tier 3 solar installations and requests an additional solar moratorium for at least 60 days.

- Areas of concern for a Town of Mina law governing Tier 3 include:
  - Maximum allowable number of solar panels per installation
  - Maximum size and height of panels
  - Maximum acreage per installation
  - Maximum total solar acreage for the Town of Mina (percentage of total A1 Agricultural zoning district)
  - Surety bond for decommissioning / abandonment costs
  - Application process flow (*Ex.* Zoning Board of Appeals for Special Use Permit, then to Town Board?)
  
- The Chair asked Planning Board members to communicate a list of proposed guidelines for Tier 3 for presentation to the Town Board for their 11/11/21 meeting (amendment to the draft Solar Law submitted 10/12/21).
  
- Questions / considerations outstanding:
  - How many acres in Zoning District A1 are in production? How many are not farmed?
  - Can the Town of Mina restrict the number of total acres devoted to solar (Tier 3)?
  - Can a new solar moratorium be put in place while the Planning Board’s proposed solar law is reviewed and approved by the Town Board and New York State?
  - Can the Town of Mina have a more restrictive Tier 3 solar law than that of New York State?
  - Can Tier 3 locations be more restrictive where the lake view is a consideration?
  - May the Town require that separate Tier 3 installations be on non-contiguous properties?
  - Setbacks / fencing / screening
  - Wetlands and woodlands

## 2. COMPREHENSIVE PLAN

**Kris Gleason will arrange for printing and distribution of the NYS / Tug Hill “Comprehensive Planning” (10/28/21) document** to Planning Board members, as most were unable to attend the webinar session.

## 3. GENERAL

Town Supervisor Rebecca Brumagin was consulted by telephone on Town Board calendar and some procedural questions.

4. OLD BUSINESS – **Prior to the 12/1/21 meeting, Planning Board members will review Don McCord’s “small towns” recommendations list** (see minutes of 10/6/21).
  
5. NEW BUSINESS – None
  
6. NEXT MEETING: Wednesday, **December 1, 2021** at 6:00 PM. Future meeting dates are January 5, 2022, and February 2, 2022.
  
7. Meeting was adjourned at 7:59 PM upon motion by Jo-Ann Travis and second by John Shifler.

Recorded by: Ellen Shifler, Code Secretary, Town of Mina