

Planning Board Meeting Minutes  
March 10, 2022

Upon due notice, a regular meeting of the Village of Minoa Planning Board, was held on Thursday, March 10, 2022 at 7:00 p.m. at the Municipal Building, 240 North Main Street, Minoa, New York.

Present: Chairman Dan DeLucia, Planning Board Members: Alan Archer, Gail Greiner, John Jarmacz, Attorney Courtney Hills, Secretary Barbara Sturick, and DPW Superintendent Thomas Petterelli.

Absent: Sheri Hayner

Also Present: Jeremiah Butchko, Brian Madigan and Mark Potter.

Chairman Dan DeLucia opened the regular meeting at 7:00 p.m., stating The Village of Minoa Board of Trustees has referred to the Planning Board, for review and recommendations, an application submitted **by from RPNY Solar 4, LLC, requesting a zone change from Residential R-A1 to PDD (Planned Development District) for the development of an approximately 13 acre, 3 MW Community Solar Project located on tax parcel #005.-10-01.0., 5986 Clemons Road.**

**The Village Board declared Lead Agency, reviewed concept plan and outline for the proposed Planned Development District (PDD) and delegated the Planning Board to be responsible for ensuring the general concept plan and outline of the proposed project is further refined and capable of being properly implemented.**

Chairman DeLucia turn the floor over to Renewable Properties to present proposed project.

Project Manager Brian Madigan and Engineer Mark Potter presented a PowerPoint presentation, a true copy of which is attached hereto as Schedule "A".

Public Comments as follows:

Resident Jeremiah Butchko of 240 S. Main St:

- Mr. Butchko questioned whether the 10% discount on National Grid billing for village residents is calculated based on usage and delivery charges. Per Mr. Madigan the 10% is based on the entire bill, which would include both usage and delivery charges, on annual basis depending on season and that the estimate was specifically based on the local area.
- Mr. Butchko question the note in presentation if there would be long or short term employment? Mr. Madigan advised there would be no long-term employment at the facility, but rather they would provide regular maintenance six times year, once or twice a year for panel cleaning and periodic vegetation maintenance.

- Mr. Butchko inquired as to whether public bidding or an RFP process would be utilized by the company for the certified electricians and other contractors for construction of the project. The applicants had little information on this subject.
- Mr. Butchko questioned how the project would affect property taxes? There was a discussion between the applicants and the Planning Board regarding the taxable status of the infrastructure and the possibility of a PILOT agreement.
- Mr. Butchko asked if Renewable Properties was going to invest in community projects or possible investment such as enough solar to power village properties WWTP, Municipal Building, DPW? Mr. Madigan deferred to Planning Board for further direction on that comment. Chairman DeLucia noted comment and suggestion.

A discussion among the Planning Board members ensued and the following questions and concerns were presented:

- The Planning Board requested an explanation of how Renewable Properties would work with Good Energy, as the Village's as Community Choice Aggregator direct supplier.
- The Planning Board questioned whether the current delivery service provider, National Grid, would be able to penalize residents for opting to use Renewable Properties. Mr. Madigan advised PSE Regulations would prevent National Grid from doing that, that but he obtain additional information for the Planning Board.
- The Planning Board requested a more detailed description of the agricultural style fence to be used. Mr. Madigan directed the Planning Board to slide 12 on the PowerPoint presentation for a visual and advised the fence would encompass the entire project and that evergreen trees would be placed in front of the fence.
- The Planning Board questioned whether the project is consistent with Village of Minoa 2015 Climate Action Plan.
- The Planning Board requested a more detailed Decommissioning Plan, noting the plans only indicate one is forthcoming.
- The Planning Board questioned whether the electrical work would be exposed. Mr. Madigan advised all electric components would be underground.
- The Planning Board requested more information and clarification as to a PILOT program due to the infrastructure being tax exempt in the Village of Minoa.
- The Planning Board requested clarification on maintenance cycle.
- The Planning Board requested the Plans to be updated to specifically reflex the Village of Minoa project, noting the current plans identify other municipalities (typos). Current plans refers to: C8 - bottom gate as Broome County, attachment A reference NYSEG rather than National Grid, C10 – Solar Track Array Post details above ground are noted in feet and inches and the Post below ground are noted in inches.
- The Planning Board inquired whether Renewable Properties were open to setback changes, style of fencing changes and are they open to considering Planning Board recommendations. Mark Potter stated the set backs are for electrical components and that these are preliminary plans for review.
- The Planning Board discussed a temporary emergency access road during

construction on Baird St.

- Attorney Hills stated the Planning Board has 180 days to review site plan per LL #1-2011 procedure section Code § 160-13.1(E)(2) Project review criteria before considerations and recommendations be provided to village board.
- Here to attach is a letter emailed to Project Manager Brian Madigan on 3.11.2022 via email requesting further documentation needed by the Planning Board for review along with the LJR Engineering letter dated March 3, 2022 here attached to as schedule "B".

DPW Superintendent Thomas Petterelli:

- Stated his concern was whether the development would compromise any flow of water from Baird St Ponds to the Creek. Brian stated there would be no changes altering water flows and that would remain the same.

A Motion made by John Jarmacz and seconded by Alan Archer to close the Planning Board Meeting at 9:05 pm. All in favor. Motion carried.

Respectfully submitted,

Barbara Sturick

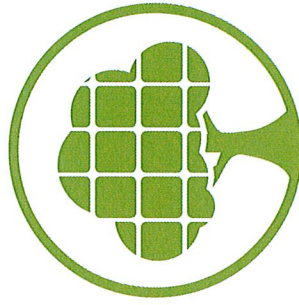
Secretary

Schedule "A"

Clemons Rd. Solar

Village of Minoa  
Planning Board Meeting

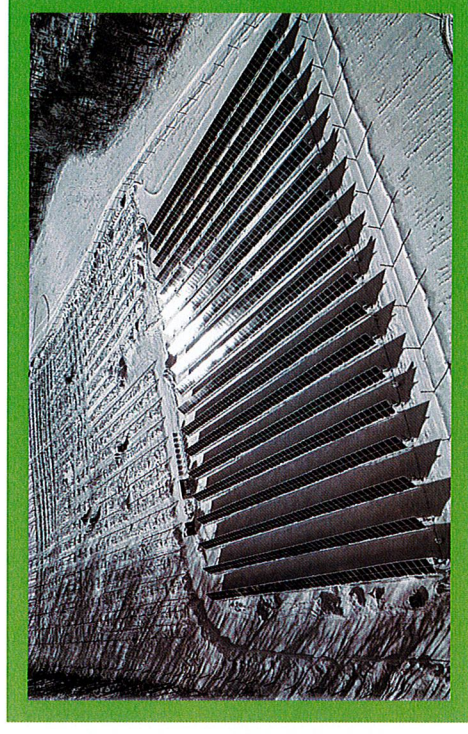
March 10, 2022



**RENEWABLE  
PROPERTIES**

# Summary of Contents

- **Background and Overview**
  - Renewable Properties
  - New York State Community Solar Program
- **Clemons Road Solar Project Details**
  - Project Overview
  - Planned Development District
  - Site Constraints
  - Site Design
- **Conclusion**





# Renewable Properties

- A national developer, financier, owner and operator of community solar PV and energy storage projects
  - Headquartered in San Francisco
  - 26 employees
- **Development Pipeline**
  - excess of 400 MWs across 11 states
- **Construction Pipeline**
  - 14 projects currently in construction in 5 states
    - ~10 MW in New York State
- **Operational Projects**
  - 12 projects, 35 MWdc in 5 states
- **Core Values**
  - Work closely and collaboratively with communities, landowners, and utilities
  - Principals have a combined 40+ years of solar development and finance experience across 1,000 MWs of solar facilities



# What is Community Solar?



# What is Community Solar?

- **Community Solar Basics**
  - The Community Solar concept allows customers to subscribe to a part of a larger, offsite shared solar photovoltaic (PV) system and receive benefits of their participation.
  - Allows more people to access solar energy such as those who rent or lack the space to install solar on their property.
- **How Does it Work?**
  - Each month the utility applies credits to the subscriber's bill based on the share of power (i.e., VDER credits) produced by the solar project.
  - The program reduces what the consumer pays to the utility and allows more people to access solar energy.





# Community Solar in New York

## Who is eligible?

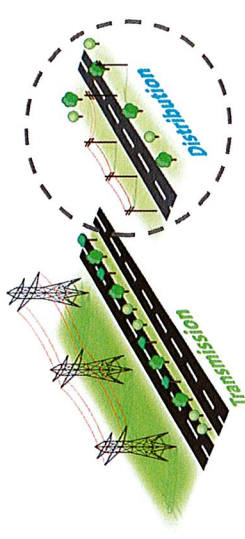
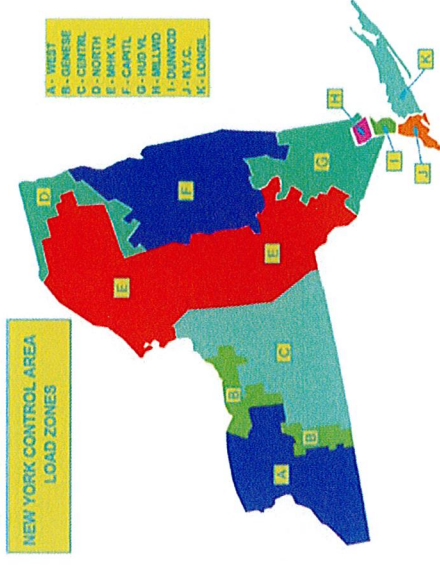
- All residents of the Village of Minoa and Onondaga County with National Grid as their electric utility

## Where does the electricity go?

- The energy generated by the Project stays within the local distribution grid “Load Zone C”

## What is the benefit?

- Greater access to renewable energy
- Investment to the local distribution grid
- Construction period jobs and economic investment
- Lower electric bills for subscribers

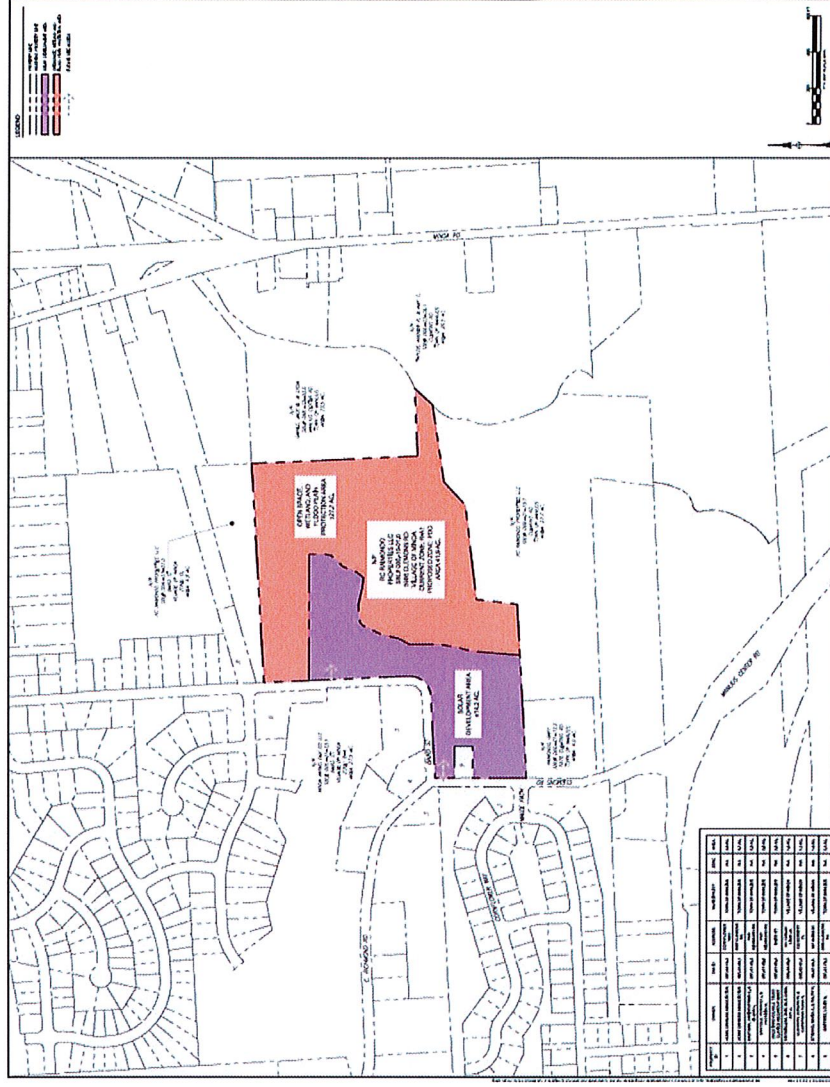


# Clemons Road Solar Project Details



# Project Overview

- Location:
  - 5986 Clemons Rd
  - SBN: 005.-10-01.0
- Parcel Acreage:
  - 42-acres
- Project Acreage:
  - +/-13-acres inside the fence
  - +/- 13.8-acres within the Limits of Disturbance
- Generation Capacity:
  - 3.7MWac
- Land Agreement:
  - 35 Year Lease



# Planned Development District Application

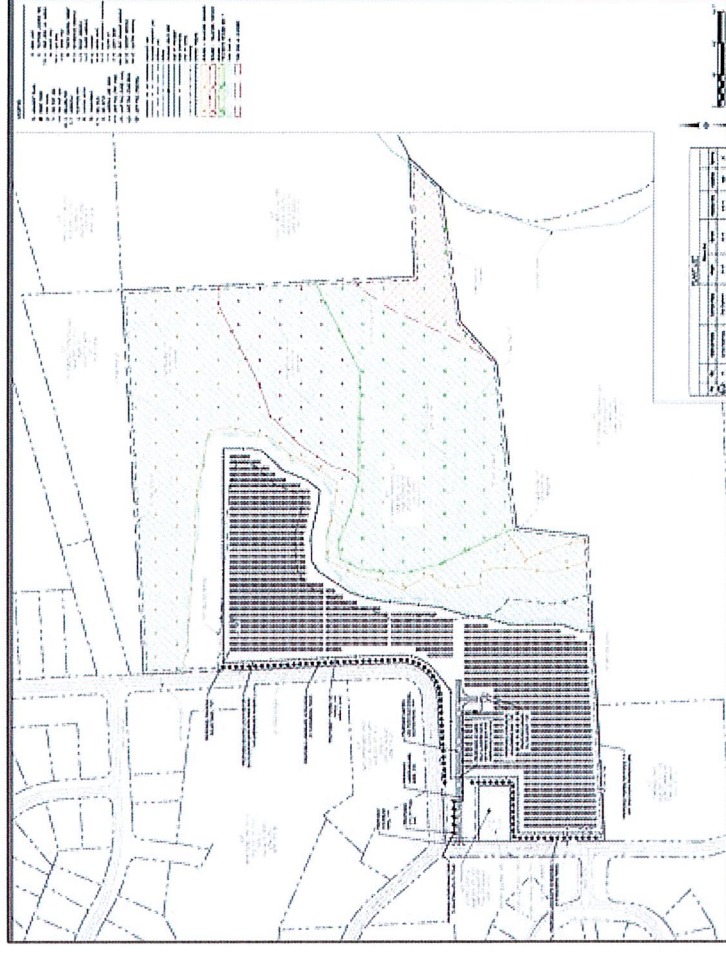
- Current Zone:
  - Residential A-1
- Solar Development Area:
  - 14.2-acres
- Open Space, Wetland and Floodplain Area:
  - 41.9 acres
- Adoption of the proposed PDD provides a path to approval for the proposed Clemons Road Solar Community Solar Project

PDD Proposed Setbacks	
Minimum Lot Size	10-acres
Minimum Side Yard Setback	10-feet
Minimum Front Yard Setback	10-feet
Minimum Rear Yard Setback	10-feet
Maximum Height Limit	35-feet
Maximum Lot Coverage	35%



# Project Site Plan

- 10-foot setback from Baird Rd and Clemons Rd
- 7-foot-tall ag style perimeter fence
- Main entry off Clemons Rd at POI
  - Second gate for emergency access off Baird Street
- Vegetative buffer along Baird Street and Clemons Rd
  - 81 evergreen trees
- Pervious gravel access drive
- Impervious surface limited to concrete pad for transformer adjacent to main access road



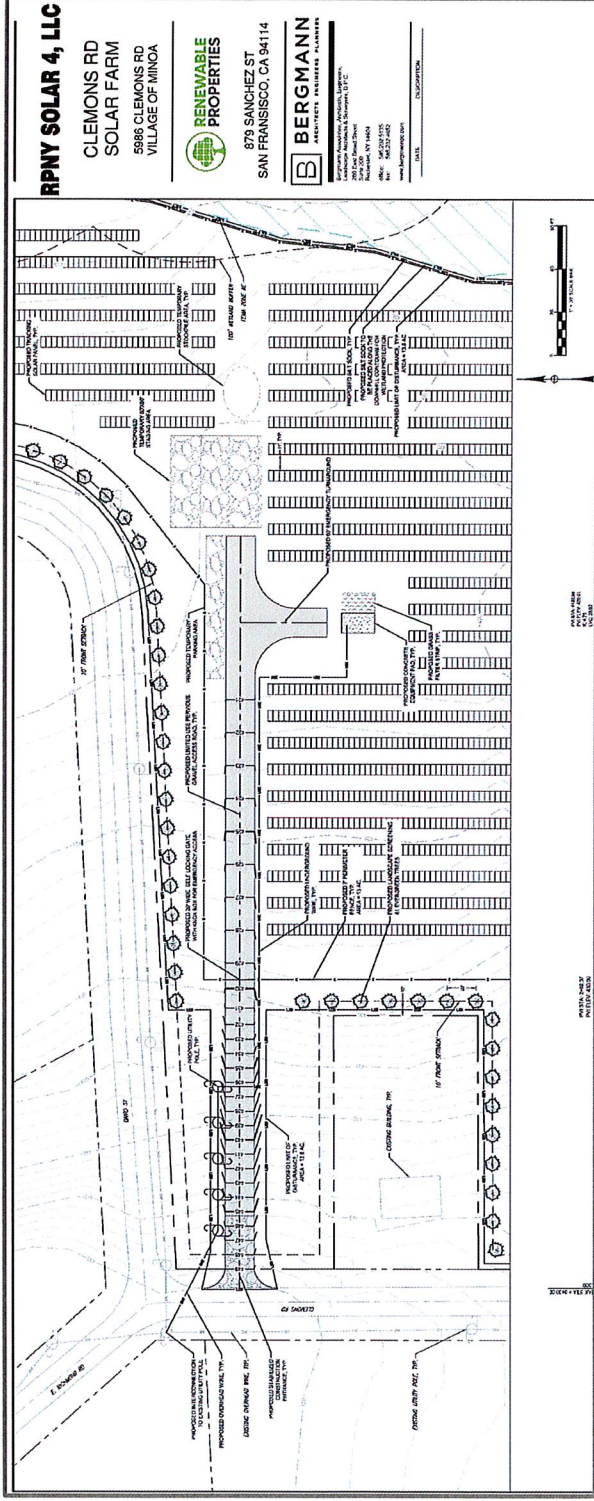
# Clemons Road Design Considerations

- Project will encroach on 1.3-acre of DEC regulated wetland buffer
- Project will not directly impact DEC or USACE jurisdictional wetland features
- Project received determination of No Effect from SHPO
- Any tree clearing that may be required will be conducted in a manner consistent with USFWS guidelines for protection of Indiana Bat and Northern Long Eared Bat
- Decommissioning Plan will be prepared consistent with NYSDAM Guidelines

CLEMONS RD SOLAR FARM: ENVIRONMENTAL IMPACTS			
ENVIRONMENTAL FEATURE	TOTAL AREA	AREA OF IMPACT	
		TEMPORARY	PERMANENT
WETLAND	23.0 AC	0 AC	0 AC
NYSDEC WETLAND 100' BUFFER	5.3 AC	TEMPORARY 1.3 AC	PERMANENT 1.3 AC
FLOODPLAIN	26.2 AC	TEMPORARY 0 AC	PERMANENT 0 AC
STREAM	0 LF	TEMPORARY 0 LF	PERMANENT 0 LF



# Clemons Road Design Considerations



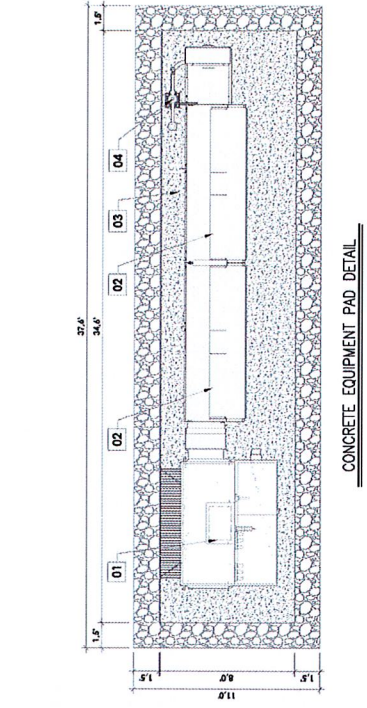
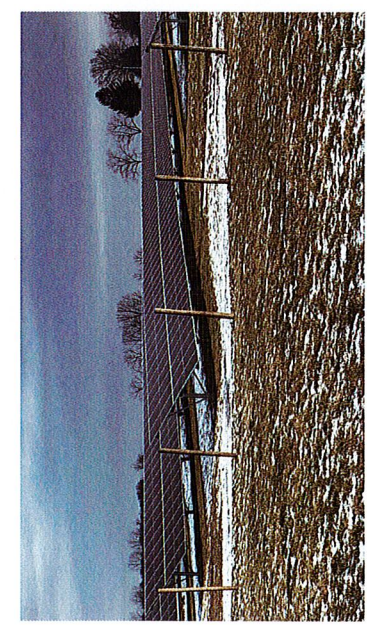
**RPNY SOLAR 4, LLC**  
 CLEMONS RD  
 SOLAR FARM  
 5986 CLEMONS RD  
 VILLAGE OF MINOA



RENEWABLE  
 PROPERTIES  
 879 SANCHEZ ST  
 SAN FRANCISCO, CA 94114



BERGMANN  
 ARCHITECTS  
 400 CALIFORNIA STREET, SUITE 400  
 SAN FRANCISCO, CA 94101  
 TEL: 415.774.5115  
 FAX: 415.774.5115  
 WWW.BERGMANNARCHITECTS.COM



Updated Seed List  
 Low-Growing Wildflower & Grass Mix - ERMMAZ #155  
 Seeding Rate: 20 lbs per acre with a cover crop of grain 1 yr at 30 lbs per acre

SCIENTIFIC NAME	COMMON NAME	% OF MIX
Festuca ovina	Sheep Fescue - Variety Not Stated	63.60%
Lolium multicaule L. (brevicor. var. alatum)	Annual Ryegrass	17%
Trifolium pratense (sp. hybrid)	Perennial Blue Pate	5%
Coreopsis lanceolata	Blacktop Grass, Coastal Plain NC Ecotype	2%
Cypripedium leucanthemum	Swamp Milkweed, Coastal Plain NC Ecotype	2%
Cypripedium leucanthemum	Swamp Milkweed	4%
Chamaecrista leucocaulis (Casta 1)	Partridge Pea, PA Ecotype	1%
Paspalum paspalodes, Shirley Mix	Coastal Plain NC Ecotype	1%
Arctostaphylos uva-ursi	Common Yarrow	0.5%
Alnus oblongifolia (Erimozychnovae-oblongifolia)	Alnus oblongifolia, Coastal Plain NC Ecotype	0.5%
Erigeron canadensis (Canadian C.)	Wildflower, PA Ecotype	0.5%
Eragrostis pectinacea, Coastal Plain NC Ecotype	Spider Beachgrass, Coastal Plain NC Ecotype	0.5%
Achillea millefolium	White Yarrow	0.5%
Phytolacca americana	Spindlewood	0.5%
	Slender Mountainmint	0.1%

Consult: Herbaceous  
 Ecotone Conservation Services, Inc.  
 Address: 6666 Meador Park, Matthews, PA, 15105  
 Phone: (800) 673-3332  
 Web: http://www.ecotone.com

\*FOR APPROVED EQUIVALENT

Confidential Information - Not For Distribution



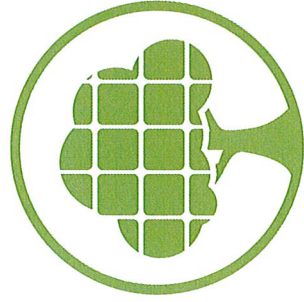
# Conclusion



# Importance of Renewable Energy

- New York State Energy Goals
- Solar is a low impact development
- Solar is a clean and locally produced source of electricity
- A solar energy project is a well-suited land use for creation of the PDD.
  - flexibility in use and lot layout, and a unique development plan are appropriate application of the PDD
- Minoa is already a “Climate Smart Community”
  - The Project will advance the stated policy goals of the 2015 Climate Action Plan and 2018 Community Choice Aggregation Plan.
  - Reducing greenhouse gas emissions and adapting to the ongoing threat of climate change
- This project is an opportunity for the Village of Minoa to be part of the solution





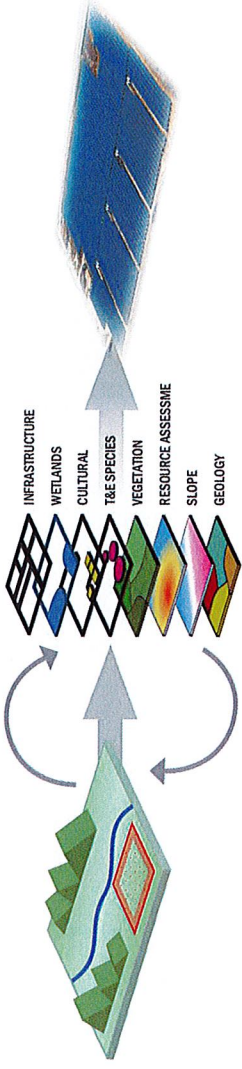
# RENEWABLE PROPERTIES

[www.renewprop.com](http://www.renewprop.com) | San Francisco, CA

Privileged and Confidential Information - Not For Distribution

# Solar Site Selection Process

- **Market strategy and entry analysis**
- **Site specific characteristics considered**
  - Known critical habitat / sensitive species
  - Wetlands
  - Topography / Aspect
  - Site access
  - Proximity to the grid
- **Grid analysis / ability to cost effectively connect**
- **Path to permitting / entitlement**
- **Willing landowners / economics have to work**



# Common Technical Concerns of Solar

- **Glare**
  - Designed to absorb the sun, not reflect it
  - Single axis tracking technology moves panels with the sun to maximize efficiency (absorption)
- **Noise**
  - Any noise is minimal, primarily generated by the inverters and transformer, which amounts to a low hum audibly detectable only when standing within 50-feet of the device
  - Quieter than a cycling refrigerator and only noticeable if standing within the solar array
  - Not in operation at night and therefore will generate no noise



# Common Technical Concerns of Solar

- **Fire**
  - Projects are designed to comply with numerous state fire safety and electric codes
    - New York State Fire Code directly addresses solar PV installations, requiring clear labeling, instructions, setbacks, and safety features for projects
  - No special fire fighting equipment is required - just proper training
- **Traffic**
  - Increase in truck trips during construction
  - Once built, it requires very little ongoing maintenance
    - Roughly six scheduled visits per year for preventative maintenance, vegetation management, and panel washing (as needed)
- **Health and Safety**
  - There's been over 50 years of field studies with photovoltaic technologies producing energy from our most abundant natural resource — the sun
  - The power generated carries no emissions, and EMF levels at the perimeter of the solar array are generally no higher than natural environment



VILLAGE OF MINOA  
240 N. MAIN STREET • MINOA • NEW YORK 13116

William F. Brazill, *Mayor*  
[wbrazill@villageofminoa.com](mailto:wbrazill@villageofminoa.com)  
Office: (315) 656-3100  
Fax: (315) 656-0825  
[www.villageofminoa.com](http://www.villageofminoa.com)



John H. Champagne, *Deputy Mayor*  
John M. Abbott, *Trustee*  
Eric S. Christensen, *Trustee*  
Bobby Schepp, *Trustee*  
Lisa L. DeVona, *Clerk-Treasurer*  
Law Offices of Courtney M. Hills PC

March 11, 2022

Renewable Properties  
Brian Madigan, AICP  
879 Sanchez St  
San Francisco, CA 94114

Via: [bmadigan@renewprop.com](mailto:bmadigan@renewprop.com)

**RE:** Village of Minoa Planning Board PDD Zone Change – RPNY Solar 4, LLC

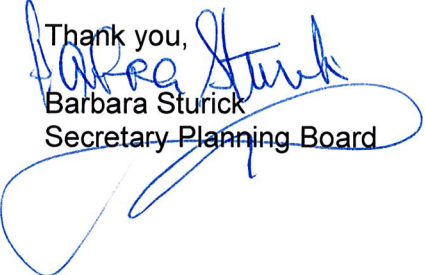
Brian:

Per your presentation at the regular Planning Board meeting Thursday March 10, 2022 in reference to Renewable Properties requesting a zone change from Residential R-A1 to PDD (Planned Development District) for the development of an approximately 13 acre, 3 MW Community Solar Project located on tax parcel #005.-10-01.0., 5986 Clemons Road.

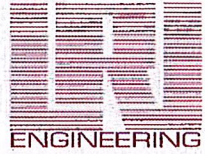
The following documents are requested to be submitted for Planning Board review:

- The Decommission Plan.
- All preliminary comments and question in Village Engineering Alex J. Wisniewski letter date March 3, 2022 hereto attached schedule "A" be addressed
- Metes and Bound Survey submittal
- Updated Site Plan with corrected descriptions specifically for the Village of Minoa
- Address Pilot Agreement

Please provided all requested documentation by March 24, 2022 via email to Planning Board Secretary Barbara Sturick at [bsturick@villageofminoa.com](mailto:bsturick@villageofminoa.com)

Thank you,  
  
Barbara Sturick  
Secretary Planning Board

Schedule "B"



**L.J.R. ENGINEERING, P.C.**

ELTA BUSINESS PARK

8394 ELTA DRIVE

CICERO, NEW YORK 13039

March 3, 2022

Ms. Barbara Sturick  
Village of Minoa  
240 N. Main Street  
Minoa, NY 13116

Re: RPNY Solar 4, LLC Planned Development District (PDD) Application  
File No. 331.014

Dear Barb:

At your request, I have reviewed the documents you've provided in regard to the above referenced project application. I offer the following preliminary comments/questions for the Village's consideration:

General Comments:

1. The Village Code does not specifically address this proposed use. As such, the Village may want to consider updating the Code to include such provisions prior to moving forward with this application. If not, I would encourage the Village to engage a specialized consultant to assist with review of the project.
2. As part of my review, I've familiarized myself with other local municipal codes that do specifically address solar energy installations. I've enclosed examples from the Town of Manlius Code and Town of Cicero Code for your reference. I've used these codes as reference and as the basis of my review of this application. I would recommend that the required items outlined in these example codes (or similar) be included as part of this application.
3. Will the project be tax-exempt? It is my understanding that this type of installation is considered tax-exempt, but New York State does allow municipalities to demand payment-in-lieu-of-tax (PILOT) agreements. The Town of Clay recently unknowingly encountered this situation before they issued a moratorium on solar farm applications. I've enclosed a 06/17/21 article from Syracuse.com that may be of interest.
4. Has the applicant contacted National Grid in regard to the project? Is National Grid agreeable to the proposed connection to their system? I recommend that the applicant provide an interconnection agreement with National Grid.
5. I recommend that a Decommissioning Plan, a cost estimate for implementation of the Decommissioning Plan, and related security (bond or otherwise) be required for the project.
6. I recommend that the applicant provide photographic simulations of the project from various vantage points.
7. I recommend that the applicant provide preliminary equipment specification sheets of solar panels, significant components, mounting systems, and inverters that are to be installed.
8. Are any battery installations proposed as part of the project?

Application Form dated 12/29/21:

1. A survey is required as part of the application.
2. Is any site signage proposed?
3. Is any site lighting proposed?
4. Owner signature is required.

Full Environmental Assessment Form dated 12/22/21:

1. Page 2, item B.d. Other local agencies - The Town of Manlius should be included for driveway permit approval (I believe Clemons Road is under Town of Manlius jurisdiction).
2. Page 4, item D.2.b.i. - The project will require NYSDEC wetlands permitting. Evidence of the issued permit should be provided to the Village prior to construction commencement.
3. Page 5, item D.2.b.ii. - The project will require a NYSDEC SPDES permit. The applicant must supply a Stormwater Pollution Prevention Plan (SWPPP) and related items for Village review prior to the Village's execution of the MS4 SWPPP Acceptance Form.
4. Page 13, item E.3.f. Site is located within an area of potential archaeological significance. Applicant should provide SHPO determination to Village.
5. General comment: Because the project abuts the Town of Manlius and will also require a driveway permit from the Town of Manlius, I recommend that the Village conduct a coordinated SEQR review with the Town of Manlius.

Proposed PDD Outline:

1. Page 2, Table 2: PDD Proposed Setbacks – I recommend that the proposed minimum front, side, and rear setbacks be increased to 100 feet and maximum structure height limit be reduced to 15 feet.
2. Page 2 and Page 3– The outline makes multiple referenced to NYSEG. These references should be corrected to National Grid.
3. Page 2, Project Purpose and Need – The outline suggests that energy generated from this project “will directly benefit customers enrolled in the Project Owner’s Community Solar Program.” Can the applicant elaborate on these benefits? Will Village residents see any benefit in their electric service rates as a result of the project?

Preliminary Site Plans dated 12/30/21:

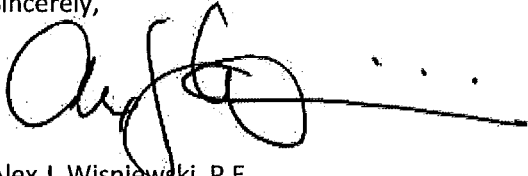
1. A 7' high perimeter fence is proposed. The applicant should provide detail(s) of the proposed fencing. I would recommend that a privacy fence (to provide a visual buffer) be installed along the Baird Street and Clemons Road frontages.
2. I question the location of the proposed driveway. As proposed, the driveway is extremely close the Baird Street/Clemons Road intersection. Also, the steep grade (>10%) of the proposed driveway may be challenging for delivery/construction vehicle access. Again, I believe Clemons Road is under the jurisdiction of the Town of Manlius and accordingly, the applicant should consult with the Town in regard to the proposed driveway. Perhaps construction access could be shifted to the bottom of the hill and/or the proposed driveway should be aligned with Maze Path?
3. The plans identify a proposed grass filter strip just downslope from the proposed equipment pad. What is the purpose of this filter strip?



4. I recommend that the applicant provide a photographic example of what the proposed entrance and related utility poles/transformers will look like. Based on other projects I've seen locally, the Village may want to give more consideration to the aesthetics of the entry point.
5. Is any site lighting or site signage proposed?

I hope these comments, questions, and suggestions are helpful. Please do not hesitate to contact me should you like to discuss further or if you require further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Alex J. Wisniewski', followed by a horizontal line extending to the right.

Alex J. Wisniewski, P.E.  
President, LJR Engineering, P.C.

Enc.