

TOWN OF MINA
ZONING BOARD OF APPEALS MINUTES

August 19, 2026

**** DRAFT ****

ZBA Members Present: Bryan Allison (Acting Chairman), Travis Anderson, Charles Armstrong, Chuck Carter

ZBA Members Absent: Joe DeBoe

Others Present: Mark Laramie, Adam Mazur, Rebecca Brumagin (Town of Mina Supervisor/ Acting Code Secretary)

Call to Order: The meeting was called to order at 7:07 pm by Bryan Allison, Acting Chairman.

Welcome to new ZBA Board Member Travis Anderson.

Public Notice of the meeting was acknowledged: *Post-Journal* 8/5/26, Town of Mina Website and Town of Mina Official Bulletin Board.

ZONING BOARD OF APPEALS HEARING REQUESTS

1. Applicants – MARK and TINA LARAMIE

Type of Request: **SPECIAL USE PERMIT** to construct a 570 square foot accessory building as an attached garage that would be part of an addition to an existing house. Town of Mina Zoning Law limits a garage (attached or detached) to a maximum of 500 square feet in overall size. Because the applicants are requesting a 570 square foot garage, they are applying for a special use permit for an accessory building. The location is 2252 Shadyside Road, Clymer (Findley Lake), NY on the lot known on the tax map as 376.07-1-33, owned by Mark Laramie and Tina Laramie.

Type of Request: **AREA VARIANCE** to fully renovate an existing 950 +/- square foot house and add 2nd floor, construct a 1,350 +/- sq.ft. two story addition, construct a 570 +/- sq.ft. attached single story garage. Total height of 2 story addition above existing grade will be +/- 35 feet. The location is 2252 Shadyside Road, Clymer (Findley Lake), NY on the lot known on the tax map as 376.07-1-33, owned by Mark Laramie and Tina Laramie. The variance requested is 6 +/- foot side yard variance (south), 12 +/- foot side yard variance (north), 22 +/- foot lakeside setback (existing house), 10 +/- foot lakeside setback (existing deck), road frontage 45' and lot size 8,865'.

DISCUSSION AND QUESTIONS FROM THE ZONING BOARD OF APPEALS:

Property is zoned R2 (Lakeside Residential District).

Reviewed definitions, district regulations, general provisions and supplemental regulations.

A number of dimensions are not marked on the plot plan.

The septic and leach field are not marked on the plot plan.

Because of the constraints of the property, more detail is needed.

Question was asked about the percentage of impervious coverage compared to the total property area.

During the meeting, ZBA made a call to Tom McNinch, Building Inspector and Code Enforcement Officer, for clarification on some of the aspects of the application.

The Zoning Board is requesting that the applicants provide, at their earliest convenience, the following additional information for the September 2026 ZBA meeting:

- Square footage of the proposed deck,
- Distance from the northwest corner of the existing structure closest to the water (where the proposed addition will start),
- Locations of both the septic tank and the leach field,
- Dimensions of the existing structure,
- Height of the proposed addition (calculating the height based upon the average height of the slope that it will sit on), and
- Highest point of the proposed project as it compares to the height of the house located south of the property.

PUBLIC COMMENT:

No written comments were received from the public.

Adam Mazur shared with ZBA that he lives next door and he has no objection to the project.

Motion: Chuck Carter moved, and Charles Armstrong seconded, a motion to TABLE THE SPECIAL USE PERMIT APPLICATION AND THE AREA VARIANCE APPLICATION UNTIL THE SEPTEMBER 2026 ZBA MEETING TO GIVE THE APPLICANT TIME TO PROVIDE ADDITIONAL INFORMATION AS REQUESTED BY ZBA.

Motion carried, unanimous.

Approved: Ayes (unanimous) – Allison, Anderson, Armstrong, Carter

Approval of Minutes:

The meeting minutes of June 17, 2026 were approved as presented.

Motion was made by Chuck Carter, with a second by Charles Armstrong, to approve the minutes as PRESENTED. Motion carried, unanimous.

Approved: Ayes (unanimous) – Allison, Anderson, Armstrong, Carter

The meeting minutes of December 18, 2025 were not presented for approval at a prior meeting.

Motion was made by Chuck Carter, with a second by Bryan Allison, to approve the minutes as PRESENTED. Motion carried, unanimous.

Approved: Ayes (unanimous) – Allison, Anderson, Armstrong, Carter

Old Business: None

New Business:

ZBA Chair Position: Bryan Allison agreed to serve as the ZBA Chair but requested that each member of ZBA take a turn researching and taking the lead on applications.

Annual Training: Town Supervisor Rebecca Brumagin discussed the annual four hours of training requirement by New York State for Zoning Board members. She will pass along training opportunities to ZBA members when she receives them. The annual training session provided to ZBA by the town attorney will count toward the four-hour requirement.

Use of Artificial Intelligence: Discussion was held on the use of AI (Artificial Intelligence) to record and summarize discussion points and actions taken for draft minutes. Charles Armstrong agreed to take the lead on advising about this including researching an AI product that might work well. ZBA will still need someone to take minutes, review and modify the AI generated report to ensure accuracy and that discussion held correctly identifies the persons who spoke.

Alternate ZBA Member: Rebecca Brumagin was asked if she has been able to find someone who is willing to serve as an alternate member of ZBA. She does not have anyone to recommend at this time.

Next Scheduled Hearing Date: The next ZBA meeting is scheduled for Wednesday, September 16, 2026 with the cut-off date to accept applications of Tuesday, September 1, 2026.

Adjournment: The meeting was adjourned at 8:24 pm upon motion by Charles Armstrong and second by Bryan Allison.

Recorded by: Rebecca Brumagin, Town Supervisor/Acting Code Secretary