

TOWN OF WHEATFIELD
Comprehensive Planning Implementation Task Force

SUMMARY OF MEETING, MAY 26, 2016

Approval of April 28, 2016 Meeting Summary

Art Gerbec

Motion made by B.Wagner, Seconded by J. Gargas to approve the minutes of the April 28, 2016 Task Force meeting. Motion unanimously carried.

NYS Citizen Preparedness Corp Presentation

Bill Wagner

- Introduction of TSgt Adam E. Winters
 - Sgt. Winters offers Citizen Preparedness presentation on behalf of NY State Gov. Cuomo's office. The presentation offers citizens advise on how to prepare, respond and recover from potential disaster/emergency. TSgt. Winter's presentations focus on natural, man-made and technological disasters in New York State. In all disasters, survival during the first 72 hours are dependent upon citizen preparedness. Anticipate government assistance AFTER 72 hours.
 - Part 1: Prepare
 - Develop family emergency plan
 - Stock up on emergency supplies, 7-10 days' worth of groceries, water, communications, etc.
 - Tune in before, during and after:
 - NY Alert
 - WEA (wireless emergency alerts)
 - NOAA radio
 - Get involved: you and your family, your neighborhood, your community
 - Prepare home and family for disaster plans
 - CO2 detectors and such
 - Prepare for fire safety
 - Review homeowners insurance
 - Water, protective supplies
 - Prepare to Evacuate?
 - Need a ' get up and go' kit, Pet kit and First Aid Kit.
 - Part 2: Respond
 - Shelter in place
 - Evacuate. When ordered, following local evacuation instructions
 - Part 3: Recover
 - Check structural damage
 - Document damage
 - Look into assistance programs
 - Take care of emotional needs
 - www.prepare.ny.gov. Citizen Preparedness Corps

Administration & Legal Matters

Art Gerbec/Richard M

- Compensated Task Force Secretarial Services
 - Apparently, the regulations for compensating the Task Force Secretary have changed.
 - Richard outlined three possibilities going forward. A fourth proposal was introduced by Supervisor Cliffe. They are:
 - Solicit non-government, non-compensated volunteers to record and publish meeting minutes.

- Each Focus Group Leader could send written reports to the Facilitator, who in turn, will combine and email to all members: substituting for Task Force meeting summaries.
 - Do without meeting summaries. However, the Facilitator will continue to publish and distribute an Agenda for the next monthly meeting.
 - Per Supervisor Cliffe, there is one part-time Town employee who could be eligible to fill this role, if agreeable to the terms and compensation.
- Subsequent to lengthy discussion and considering the importance of the Task Force minutes to the success of the mission, two paths for the future were decided upon:
 - Rich Torcasio volunteered to accept the non-paid position and duties of the Secretary for the immediate future. One condition, focus group leaders must submit “simple” written copies of their “monthly report to the Task Force to him at each meeting. In Rich’s absence, Bill Wagner volunteered to assume the Secretarial duties.
 - Supervisor Cliffe will explore the possibility of filling this position with a Civil Service eligible employee.
- Motion made and unanimously approved.

□ Organizational Structure Changes

- Community Development Focus Group (Richard T & Curt D)
 - Civic Advisory and Town Center will become the Community Development Focus Group. Motion made to change title by R. Muscatello, Seconded by J. Higner. Motion carried.
- Veterans Memorial Focus Group
 - Ed Sturgeon, an original member of Veterans Memorial Focus Group, has agreed to assume the duties of the Facilitator for this Group.

Town Planner Report

Drew Reilly

- Blvd Zoning & Overlay Proposal – Public Informational Meeting on June 2, 2016, in Community Center at 6PM.
 - Final draft created subsequent to the Public Hearing in June. The Town has placed the documents on the Town’s website. The Overlay and zoning map have been finalized but could have minor revisions based on public input.
 - More info to follow.
- Approval to Adopt GIS Zoning Map Re: Wendel Input
 - After changes to Niagara Falls Blvd Overlay and other areas of Town, a GIS zoning map will be amended/created and be ready to begin the adoption process.
- Airport Protection Law Status to Date - Public Hearing to be Determined
 - SEQR EAF in process, along with the Niagara County referral and a resolution to begin this process. This item should be placed on an upcoming Town Board meeting agenda.
 - Wendel will also be working with the Task Force in the coming months to begin the next steps: restricting uses within the overlay area, amending the Overlay or creating a new zoning district or amending other Town Zoning districts.
- Draft Solar Energy Application Law Submission
 - Draft needs amending to reflect Task Force and Focus Group input.
 - Note: The Town must opt out of tax (assessment law) law. ‘Default’ is to opt in of assessment law.
- Draft Motion to Town Board: Allowing farming activity in an R-R District
 - Drew will send a motion to the Town Board to schedule a Public Hearing to change a section of the zoning law, most likely by 5/31/16.

- The Task Force passed a motion at the April meeting. The Planning Board discussed this at a meeting in April, made a motion, seconded and passed the motion sending a recommendation to permit farming activity in R-R zoning district.
- Task Force Input Required, Re:
 - Hierarchal Zoning Throughout the Town
 - Applicable to the Niagara Falls Blvd for now.
 - Draft language has been submitted to the Town to remove uses allowed in C-1, Niagara Falls Blvd:
 - R-3 uses and other residential uses
 - Accessory uses allowed in residential districts
 - Special uses allowed in residential districts.
 - Restrict Mixed Use Zoning to NF Blvd Business Corridor at this time
 - Amend C-1 district to add: Mixed uses structures consisting of the allowed uses in this district.
 - If the Town removed the allowance of hierarchal zoning in C-1, then add to C-1: Mixed uses structures consisting of the allowed uses in this district with the following conditions:
 - Residential uses shall be restricted to the rear of the structure or to the second or third floor.
 - All other bulk requirements are the same as for the respected commercial use in this district.

Focus Group Leaders Monthly Update re: 2016 Goals & Objectives

- **Energy Application** Dave Sayles
 - Solar Moratorium Public Hearing held on May 16, 2016.
 - Moratorium is in place for solar ground mounted applications.
 - Solar Law Draft
 - Draft handed to the Task Force members at meeting.
 - Task Force/Focus Group members to review and send questions and concerns directly to the Focus Group.
 - Windmill turbines issues
 - Wind turbines will be a future discussion for the Focus Group
- **Business Development Focus Group** Bill Wagner
 - Agra- Tourism Ideas
 - Focus Group is not active with this idea.
 - Summit Mall Transformation – Now & in the Future
 - Sport Domes: Not putting shovel in the ground until Spring 2017.
 - Wheatfield LDC: the mall project creates possible grant money in the future for the LDC.
 - Wheatfield Business website: Focus Group is making a periodic effort to update the site; the Wheatfield LDC: the website has become public notification forum; upcoming Business highlight – Jacolatte.
 - The LDC is in business; currently working with Jacob's ladder,
 - Update on the Bell plant: the NFTA is looking to purchase two buildings near Niagara Falls Blvd. If purchased, the buildings may be torn down to create new parking lots.
 - WBA: joint meeting with the Focus Group and the Wheatfield Business Association to be scheduled and attempt to work together, with the website as well as with the members.
- **Civic Advisory/Town Center** Rich Torcasio
 - Merging Progress – Personnel participation, Management Structure
 - The Civic Advisory Focus Group is merging with the Town Center focus Group and will be 're-branded' into a new Focus Group with a new name.
 - Motion made and Seconded and approved earlier in the meeting to approve the new name: Community Development Focus Group

- Agra-Tourism Possibilities
 - Focus Group is willing to help when needed.
- Town wide Garage Sale Progress
 - The Focus Group hopes to have the Town wide garage sale on June 11th or possibly June 18th.
- The Town Center original concepts will be utilized to create a professional presentation for future use.
 - Members of the former Town Center focus Group will work on creating this presentation that that the Town can utilize to inform residents and possible future business interests.
- **Agriculture** Karen Frieder
 - Property Contiguous to the RPZ as per Farm Protection Plan
 - PACE & PDR compensation Re: James Callahan, Town of Clarence & Kathleen McCormick, WNY Land Conservancy counselling for benefit of the Planning & Town Boards
 - Quid Pro Quo – What can & cannot be placed in the Overlay District
 - If Town is interested, \$50,000 seed money could begin the process to purchase land around the airport. WNY Land Conservancy assists in acquiring the seed monies on behalf of the Town.
 - Resource Person – David Anastasi. Dave has agreed to come back as a resource (when invited) person. Dave was an original member of the Agriculture Focus Group.
 - *No one appeared to give a report.*
- **Greenspace** Justin Higner
 - Park Designation Guidelines- Affect on the Town
 - Kathy Harrington has agreed to look into samples/database of park designation areas in other municipalities in assistance of the Focus Group.
 - Results of Conservation Subdivision Public Hearing Results – May 2, 2016.
 - No results as yet.
 - Not much action during the Public Hearing. Seemingly well attended Hearing. No motion made by the Town Board at the Hearing to approve the proposal. The Town Board may take action at the June meeting (a motion packet is in progress).
 - The Focus Group, on their own, cleaned up the Town park area on River road.
 - The Focus Group is also waiting on information about the funding for the River Rd trail.
- **Veterans Memorial** Art Gerbec/Richard
 - Management Structure Change: Co-chair, Facilitator
 - Fund Raising Challenges
 - PERT/GANT Chart
 - Contracting for Fund Raising Professional
 - *No report, there is nothing new to report.*
- **Disaster Planning** Richard Silvaroli
 - Attracting additional members- Working with Fire Company Chiefs
 - Disaster Management Plan Update Re: Revisions, Checklists, etc.
 - Working through the plan.
 - *Rich was not able to attend Task Force meeting.*

Next Meeting Date & Time

Date: June 23, 2016
 Time: 6:30 p.m. to 9:00 p.m. (approximate)
 Location: Town Community /Senior Citizen Center

Adjournment Motion

Art Gerbec

Motion made by J. Higner, Seconded by R. Torcasio to adjourn the meeting at 8:33 PM. Motion unanimously carried.

Respectfully Submitted:

Melissa Germann, Task Force Secretary (Edited, in part, by Facilitator Richard W. Muscatello)

Distribution:

Town Supervisor
MIS Coordinator
ZBA Chairperson

Task Force Members
Town Clerk
Focus Group Leaders

Town Board Members
Focus Group Members

“The main ingredient of stardom is the rest of the Team”