

TOWN OF SARDINIA  
PLANNING BOARD MEETING MINUTES

May 16, 2018

The Planning Board of the Town of Sardinia was brought to order on Wednesday May 16th, 2018, at 7:00 PM by Nancy Spink, with a quorum of the board assembled.

**Members Present:**

Nancy Spink

Bob Hill

Christine Eisensmith

Keith Reynolds

Angela Wojcik

**Absent:**

Darren Farthing

Dan Szustakowski

**Guests:** None

**Minutes:** The minutes for the previous month stated that there was no meeting / no quorum for April. Bob Hill made a motion to approve the minutes. Christine Eisensmith seconded. The motion **passed** by a vote of 4 ayes to 0 noes.

**Correspondence:** None

**Old Business:** In April, a guest, Debbie, came in to inquire about a food truck. Christine and Nancy both stated that the food truck in question is actually a camper (trailer) and it does not appear that the woman plans to move it. Nancy asked the Planning Board if we would consider a food truck to be a vehicle that is moved numerous times throughout the day as needed to go to various locations, and then at the end of the day it returns to its home base to restock for the next day. Bob Hill replied, maybe not multiple times per day, but at least multiple times per week. Bob asked what the health department requires. Christine answered that the health department doesn't define food trucks or have rules regarding locations but is concerned with cleanliness/sanitization and proper cooking procedures/temperatures. Nancy said that after she was approached with this question, she talked with Supervisor Beverly Gambino who said she would like us to define what we would consider to be a food truck. Supervisor Gambino also suggested we require a permit within the town & charge a fee. Nancy brought up the question of if the property owner would be required to apply for a permit, or would it be the truck operator, or both. Bob added that as a group this planning board should determine some rules.

Christine asked if we could ask another town for their rules, to which Nancy agreed. Keith suggested we reach out to the village of East Aurora as that was a likely location to have rules regarding food trucks. Angela Wojcik added that the Town of Concord is in the process of defining rules for food trucks. Nancy stated that as these are becoming more popular, we would likely be approached by more people about them, and asked that we table it for now with everyone instructed to think about this and report back at the next meeting.

At the recent training (Houghton College, May 5), Nancy asked the class facilitator about writing/editing the comprehensive plan, and learned that templates exist for assistance. The trainer said that the Overview/Plan Summary (page 5, in the current plan) is often used in court, so it must be specifically written as to what the community wants their plan to cover. Even though it's not a document with true enforcement ability, this often ends up in court. Therefore if Sardinia, for example, chooses to consider itself a rural, agricultural town with limited areas of future development for businesses, and/or, if the Town choose to safeguard particular lands, this information should be stated in this front section and in detail further on.

Nancy also brought up reporting to the town board, as was suggested in the training, our status in the editing process of the Comprehensive Plan. Several towns have a liaison between the Town Board and the Planning Board, with a Town Board member who attends both of the meetings. Nancy made the suggestion for this to happen with Sardinia. Nancy made the suggestion to Supervisor Gambino that maybe she could go to the June Town Board meeting to present this and to ask them about having someone from the Town Board start participating in Planning Board meetings.

Nancy showed the Planning Board a copy of the Town Code (Chapter 21: Attendance) provided by the Town Clerk, which states that Planning Board members may not miss more than 6 meetings per calendar year. Much assistance with the comprehensive plan will be needed in the coming months and years, so more members would be encouraged to join, and would be asked to apply to the Supervisor. Nancy is going to call the members who have not been attending, ask for their assistance, and if they are not interested then she will suggest to them to resign so the Town Supervisor could focus on finding replacements.

At the training (May 9, Houghton), Nancy discovered that the instructor for the grant writing course (Kimberly) helps local towns write grants. Nancy mentioned that there are private grant websites that send out notifications, and suggested doing some possible grant writing for the town in the future. She added that there are many websites for grant writing where we can obtain data to back up our Comprehensive Plan.

Keith Reynolds brought up the parking issue at the Shamrock at the corner of Savage Road and Route 39. People have a difficult time seeing around that corner due to the way vehicles are parked in front of the establishment. Nancy stated that the previous owner enforced a no-parking rule along the perimeter, with no cars allowed that would block the view. Nancy said she'll ask Gene Degman as to what can be done.

Bob Hill searched online on his tablet, and found a food truck example (the Town of West Seneca) as per a description of food trucks and their rules and fees, and read it to the members. Nancy will look up more information to bring in for the next meeting.

**New Business:**

No further business was discussed.

Christine Eisensmith made a motion to adjourn the meeting.

Keith Reynolds seconded the motion.

**The motion passed by a vote of 4 ayes to 0 noes.**

Meeting adjourned at 7:30pm.

**Next scheduled meeting is June 20th, 2018 at 7pm.**

Minutes submitted by Angela Wojcik