

## VILLAGE OF CAPE VINCENT PLANNING BOARD

November 19, 2013

The regular meeting of the Village of Cape Vincent Planning Board was held on November 19, 2013, in the Conference Room of the Village Offices. The meeting conducted by the Chair, Jeffrey Herpel, opened at 7 p.m. with the Pledge of Allegiance.

Board Members: Edgar Barr - Absent  
Jeffrey Brooks  
Jeffrey Herpel, Chair  
Richard Hodge  
Willard Kirchgessner

Others: Kathleen Pierce, Planning Board Secretary  
Perry Golden, Zoning Enforcement Officer

There were no visitors.

### Old Business:

- **Approval of the Minutes:**

Board members reviewed the minutes of the meeting of October 15, 2013. Mr. Herpel made a motion to accept the minutes as written; seconded by Mr. Hodge and carried.

- **Village Zoning Law - Review:**

Board members, with input from the ZEO, continued their review and discussion of revisions to the current Village Zoning Law (revised in October 2007). Suggestions for revisions in Article 4 were discussed. All revision will be sent to the Village Trustees once the entire Zoning Law has been reviewed. Articles 5 and 6 will be discussed at future meetings.

### New Business:

- Mr. Charles Porto had a pre-submission meeting for a Site Plan Review. Mr. Porto is proposing to build a one-storey, 36'x30' duplex rental unit at the rear of his property at 194 E. Broadway – Tax Map #39.81-2-14. The board reviewed his drawing and discussed the proposed project with Mr. Porto. The Chair will submit a referral to Jefferson County Planning Department for their review as soon as Mr. Porto submits a detailed drawing. The application was accepted and the Chair set a public hearing for December 17, 2013.

### Communications:

- The Chair shared a letter from the NYS Department of Environmental Conservation (DEC) concerning the DEC's and FEMA's (Federal Emergency Management Agency) work with communities and agencies within the Lake Ontario Watershed regarding the Risk Map (Mapping, Assessment, and Planning) program.
- The Chair indicated he had received a telephone call from Mr. Rossi's (Club Street Project) architect. Mr. Herpel returned the call but has not been able to reach the architect.

**Next Meeting:** The next meeting will be Tuesday, December 17, 2013, at 7 p.m.

**Adjournment:** At 9:17 p.m., with no other business, Mr. Herpel made a motion to adjourn the meeting; seconded by Mr. Brooks and carried; all voting aye.

Respectfully submitted,

Kathleen M. Pierce  
Secretary