

## VILLAGE OF CAPE VINCENT PLANNING BOARD

December 17, 2013

The regular meeting of the Village of Cape Vincent Planning Board was held on December 17, 2013, in the Community Room of the Village Offices. The meeting conducted by the Vice Chair, Richard Hodge, opened at 7 p.m. with the Pledge of Allegiance.

Board Members: Edgar Barr - Absent  
Jeffrey Brooks  
Jeffrey Herpel - Excused  
Richard Hodge  
Willard Kirchgessner  
Others: Kathleen Pierce, Planning Board Secretary  
Perry Golden, Zoning Enforcement Officer

There were two visitors.

### Old Business:

- **Approval of the Minutes:**

Board members reviewed the minutes of the meeting of November 19, 2013. Mr. Kirchgessner made a motion to accept the minutes as written; seconded by Mr. Brooks and carried.

### New Business:

- The public hearing on the application for Site Plan Review submitted by Charles Porto opened at 7:04 p.m. Board members reviewed a site plan drawing of the one-storey, 36'x 30' duplex, year-round rental unit. Mr. Porto indicated that the units would be rented on a short-term basis, i.e., weekend or weekly. The board had questions concerning on-site parking for the two units. Mr. Porto indicated there would be parking in the front of the building. Board members had a concern about not enough parking and after a discussion, Mr. Porto agreed to add space for parking at the rear of the building. The added parking area was inserted on the drawing by Mr. Porto. The structure will be built at the rear of his property at 194 E. Broadway – Tax Map #39.81-2-14. The Vice Chair asked if any negative comments had been received either verbally or in writing. There were no negative comments from the public. A referral to the Jefferson County Planning Department had been sent and the board is waiting for their review and input, if any. Mr. Porto was informed that Planning Board members have no problem in approving his application to date but must wait until the Jefferson County Planning Department responds. The board will act on his application at the January board meeting. The public hearing closed at 7:25 p.m.
- Steven Hall representing IAL Properties of NY presented an application for a Site Plan Review. IAL Properties owns the property at 271 N. Point Street in the village—Tax Map# 39.81-1-45.2. IAL wants to divide the property and create two separate tax parcels—separating the boathouse area from the main residence. Board members discussed whether the request would be a subdivision or a lot-line adjustment. After discussing the matter, the consensus was it is a lot-line adjustment; and, therefore, would not require Site Plan Review. Mr. Hall will bring to the January board meeting a new survey map indicating the requested lot-line adjustment and board members will take action on the request.

**Next Meeting:** The next meeting will be Tuesday, January 21, 2014, at 7 p.m.

**Adjournment:** At 7:52 p.m., with no other business, Mr. Hodge asked for a motion to adjourn the meeting. Mr. Brooks made the motion; seconded by Mr. Kirchgessner and carried; all voting aye.

Respectfully submitted,  
Kathleen M. Pierce, Board Secretary