

VILLAGE OF CAPE VINCENT PLANNING BOARD

May 19, 2015

The regular meeting of the Village of Cape Vincent Planning Board was held on May 19, 2015, in the Board Room of the Village Offices. The meeting conducted by the Chair, Jeffrey Herpel, opened at 7:05 p.m. with the Pledge of Allegiance.

Board Members: Jeffrey Brooks
Jeffrey Herpel
Richard Hodge
Willard Kirchgessner
David Wiley

Other: Perry Golden, ZEO

There was one visitor.

Old Business:

Approval of the Minutes:

Board members reviewed the meeting minutes of April 21, 2015. Mr. Kirchgessner made a motion to approve the minutes as written. Mr. Herpel seconded and carried; all voting aye (4-0).

Mr. Brooks arrived at the meeting at 7:15 p.m.

Matthew and Kayla Britton – SPR Application - The public hearing on the application for Site Plan Review for a 20'x40' six-foot fence at 185 William Street opened at 7:25 p.m. The Chair reviewed the application with board members. He then opened the floor for comments.

Mr. Kirchgessner said he believes the fence to be 6 ½' to 7' and asked how the ZEO measures the height and how is the zoning law enforced when there is a violation.

Vernon "Bud" Constance – William Street – asked why a six-foot fence was needed. He stated that Mr. Britton had not obtained a permit for the fence and felt that pleading ignorance of the zoning law wasn't a reason to allow the six-foot fence.

Board members discussed: height requirements for fences, whether the fence in question blocked any view, if a six-foot fence was bought, was it installed at six feet or considerably higher, and is there is a penalty for not following the zoning permitting process. The public hearing closed at 7:45 p.m. and the Chair asked for a motion. Mr. Brooks made a motion to approve the six-foot fence at 185 William Street as constructed. Mr. Herpel seconded the motion. The motion carried. All voting aye except Mr. Kirchgessner who abstained.

Planning Board's By-Laws – Board members had a final review of the board's revisions to the current by-laws. After the review, Mr. Herpel made a motion to adopt the amended Planning Board's By-Laws as written. Mr. Hodge seconded the motion and carried; all voting aye.

New Business:

Perry Golden, ZEO - Permit – The Chair informed the board that he, as Deputy ZEO, had issued a permit to Mr. Golden for a garage and addition to be built on his property at 239 Joseph Street.

Jim and Carolyn Rossi, property owners at 335/337 Club Street. The Chair shared that the mobile unit that will be placed on their property to sell "quick food" is going to be 14' in length and not 12' as was discussed at the April meeting.

Ron Trotter Property (Commercial Building) at 682 Broadway –Mr. Kirchgessner shared that the Village is interested in putting in a sidewalk in front of the building before French Festival and inquired if the project is complete as described in the Site Plan Review.

Revised Zoning Law – Board members inquired if a date has been set for a public hearing on the amended Zoning Law. The Village Trustees will set the date at their next meeting. One of the comments made by the Jefferson County Planning Department was the need for the village to have a Subdivision Law in addition to the Zoning Law. A discussion ensued on a subdivision law and whether the Village had one. It was shared that Village Trustees had passed a motion that the Planning Board should implement New York State Subdivision Law should the need arise. It was decided that the Planning Board would take a look at the template for a Subdivision Law that the Tug Hill Commission had drawn up.

Communications:

- Memo from Jefferson County Clerk – a copy of the new form, “Survey Map Affidavit” was shared with each board member. The form will be required to be completed for every map filed with the County Clerk’s Office.
- Land Use Planning Workshop entitled, “The Process of Site Plan and Subdivision Review” will be held on June 4, 2015, at JCC. The workshop is sponsored by Jefferson County and the NYS Tug Hill Commission. Board members were asked to register with the Village Clerk if they planned to attend.

Next Meeting: Tuesday, June 16, 2015, at 7 p.m.

Adjournment: At 8 p.m., with no other business, the Chair made a motion to adjourn. Mr. Brooks seconded. All voted aye.

Respectfully submitted,

Kathleen M. Pierce
Planning Board Secretary