

VILLAGE OF CAPE VINCENT PLANNING BOARD

September 15, 2015

The regular meeting of the Village of Cape Vincent Planning Board was held on September 15, 2015, in the Conference Room of the Village Offices. The meeting conducted by the Chair Jeff Herpel, opened at 7:10 p.m. with the Pledge of Allegiance.

Board Members Present: Jeffrey Herpel, Chair
Richard Hodge
Willard Kirchgessner
David Wiley

Board Member Excused: Jeffrey Brooks

There were no visitors.

Old Business:

Approval of the Minutes:

Board members reviewed the August 18, 2015, meeting minutes. Mr. Herpel made a motion to accept the minutes as written. Mr. Hodge seconded and the motion carried; all voting aye (4-0).

The Chair and board members discussed the following items:

- **Ron Trottier - Site Plan Review (SPR)** - Mr. Trottier has communicated to the ZEO, Perry Golden, that he is waiting for the Village to finish installing a new sidewalk on the William Street side of his building. He will then finish the landscaping as per the site plan and drawing he presented at the SPR hearing.
- **Abandoned "Zombie" Properties** – Mike Bourcy from Jefferson County Planning Department shared with Mr. Herpel that Attorney Mark Gebo has written laws for other towns regarding abandoned properties. Mr. Bourcy suggested that the Village contact Attorney Gebo about writing a law for the Village.
- **Temporary Signs** – Mr. Herpel shared information on laws regarding temporary signs, i.e. election, yard sale, auction, etc. Planning Board members discussed at length Section 5.1, Signs, (D.) in the Zoning Law. It was suggested that at the next Village Trustees' meeting, that the Planning Board ask the Trustees to consider writing a law regulating temporary signs and in particular on the public right-of-way.
- **Non-Conforming Lots** – board members discussed a property owner's use of a non-conforming lot and what is and is not permitted, i.e. accessory structures due to lot sizes. There is an on-going discussion between the ZEO and the board members as to what is permitted and what is not due to lot dimensions. Many lots in the village do not meet the dimensional requirements as stated in the Zoning Law. Board members feel those lots are grandfathered in as the lots were created before the Zoning Law went into effect. It was suggested that a letter be written to the Village attorney regarding the Planning Board's concern over non-conforming lots and ask for an interpretation.

New Business:

Mr. Wiley shared with board members that the trees at the entrance to Recreation Park had been pruned and brush cleared away. This led to a discussion on overgrown parcels (trees, grass, brush) and whether or not anything can be done to get them cleaned up.

Mr. Herpel discussed the definition of a recreational vehicle in the Zoning Law as there is an RV on a residential lot that is being used as a permanent home.

Next Meeting: Tuesday, October 20, 2015, at 7 p.m.

Adjournment: At 8:23 p.m., with no other business, Chairman Herpel moved to adjourn. Mr. Hodge seconded. All voted aye (4-0).

Respectfully submitted,

Kathleen M. Pierce
Planning Board Secretary