

VILLAGE OF CAPE VINCENT PLANNING BOARD

June 18, 2024

A meeting of the Village of Cape Vincent Planning Board was held on June 18, 2024, at the Village Office in the Community Room. The meeting was opened by the Chair, Jeffrey Herpel, at 7 p.m. with the Pledge of Allegiance.

Board Members Present: Jeff Herpel, Chair
Jeffrey Brooks – arrived at 7:03 p.m.
Richard Hodge
Willard Kirchgessner, Vice Chair
Dave Wiley

Visitors: Four

Old Business:

Approval of the Minutes:

- Board members reviewed the minutes of the May 21, 2024, meeting. Mr. Kirchgessner noted he was excused from the May meeting. Mr. Herpel made a motion to accept the minutes as amended. Mr. Wiley seconded and the motion carried. 4-0

New Business:

- Ron Trottier resubmitted his survey map for a Lot-Line Adjustment that was approved at a special Planning Board meeting on November 6, 2023. The sale of the property on Club Street has not taken place and the 60 days to file the map with Jefferson County has expired. The Chair resigned and redated the map. Mr. Trottier shared the closing was to be held in the first part of July.
- **Site Plan Review (SPR) – Barbara Mason**
A pre-submission conference on the application of Barbara Mason to open a salon/barber business in her home at 773 E. Joseph Steet was held. The Chair reviewed the application with board members and the applicants. The application was accepted, and the SEQR form was reviewed and signed by the Chair. A public hearing on the SPR application will be held on July 16, 2024, at 7 p.m. Neighbors will be notified of the public hearing.

Communication(s): None

Items for Information/Discussion:

- The Chair shared that he had sent Ron Clapp, of 544 E. Broadway in the Village, a letter advising him that he will need to see the Zoning Officer, Cody Higgins, for a permit for additional parking around his property on Broadway. No further action until the Board hears from the Zoning Officer.

Privilege of the Floor:

Sarah Dayton, Village resident, shared information she received from Boat U.S. Foundation regarding grant monies available to villages and towns to remove abandoned and derelict boats. The grants are funded by NOAA. She sent the information on the grants to both the Village and Town Clerks.

Next Meeting: Tuesday, July 16, 2024, at 7 p.m., Community Room at the Village Office.

Adjournment: At 7:20 p.m. with no further business, the Chair made a motion to adjourn; Mr. Kirchgessner seconded and carried.

Respectfully submitted,

Kathleen M. Pierce, Secretary