

## VILLAGE OF CAPE VINCENT PLANNING BOARD

July 16, 2024

A meeting of the Village of Cape Vincent Planning Board was held on July 16, 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  
Richard Hodge  
Willard Kirchgessner, Vice Chair  
Dave Wiley

**Visitors:** Four

### Old Business:

- **Approval of the Minutes:**  
Board members reviewed the minutes of the June 18, 2024, meeting. Mr. Herpel made a motion to accept the minutes as written. Mr. Hodge seconded and the motion carried.

### New Business:

- **Site Plan Review (SPR) Public Hearing – Home Occupation, Barbara Mason**  
The public hearing on the SPR application submitted by Barbara Mason to open a salon/barber shop business in her home at 773 E. Joseph Steet opened at 7:03 p.m. The Chair shared that the Board had held the pre-submission conference, the SEQR form was reviewed and signed, public hearing notices posted, neighboring property owners notified, and the Board had received no comments on the application. He asked the applicant about parking and signage for her business. Board members had no further questions for the applicant. The public hearing was closed at 7:12 p.m.

The following Resolution was offered by Mr. Kirchgessner:

**WHEREAS** the Planning Board of the Village of Cape Vincent (the “Board”) is reviewing an application dated June 17, 2024, submitted by Barbara Mason, (the “Applicant”) for approval of a Site Plan Review to operate a home occupation, hair salon/barber shop, in the Residential District at 773 E. Joseph Street, Tax Map #39.81-2-50.

**WHEREAS** the Board has complied with the requirements of the New York State Environmental Quality Review Act and the regulations promulgated thereunder and declared this action to be an “unlisted” action and issued a negative declaration at a June 18, 2024, meeting, and

**WHEREAS** a public hearing was held on July 16, 2024, at which time no comments were expressed.

### **NOW, THEREFORE, BE IT RESOLVED THAT,**

1. The application and implementation of the application submitted by the Applicant has no significant adverse effect on the public health, safety, welfare, comfort, and convenience of the public in general and residents of the immediate surrounding area.
2. The application submitted by the Applicant addresses all of the required and applicable items set forth in the Village of Cape Vincent Zoning Law.

3. The Clerk of the Village of Cape Vincent is hereby directed to file this Resolution, in the main office of the Village of Cape Vincent in a file that will be readily accessible to the public.

Mr. Herpel seconded and carried; all voting aye.

**Communication(s): None**

**Items for Information/Discussion:**

- Shawn Cherchio and Stephen Spafford, new property owners of the vacant lot at 617 S. James Street, attended the meeting to ask questions and to gather information regarding the development of the property. They passed out copies of an aerial view of the property and discussed with board members several options they are investigating for the parcel. They informed the board they are in the process of having a survey done of the property. Board members reviewed and discussed the proposed development options and answered questions regarding the process and procedures that would have to take place to develop the property.

**Privilege of the Floor: None**

**Next Meeting:** Tuesday, August 20, 2024, at 7 p.m., Community Room at the Village Office.

**Adjournment:** At 8:02 p.m. with no further business, the Chair asked for a motion to adjourn. Mr. Hodge made the motion, seconded by Mr. Brooks and carried; all voting aye.

Respectfully submitted,

Kathleen M. Pierce  
Secretary