

## VILLAGE OF CAPE VINCENT PLANNING BOARD

November 19, 2024

A meeting of the Village of Cape Vincent Planning Board was held on November 19, 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: None**

### **Old Business:**

- **Approval of the Minutes:**

After review of the minutes of the October 15, 2024, meeting, Mr. Herpel made a motion to accept the minutes as written. Mr. Brooks seconded. The motion carried.

- **Club Street Project (Phase I) Site Plan Review Application Continued:** The Chair shared with the Board that he had received Parts 2 and 3 of the SEQR long form from the Town. (The Town is the lead agency for the SEQR.) The Chair had reviewed Parts 2 and 3 and shared the forms with board members. After review and discussion, the Site Plan Review (SPR) application and SEQR form were accepted as complete and a public hearing is scheduled for December 17, 2024, at 7 p.m. Notifications will be sent to neighboring property owners and a legal notice posted.

**New Business:** No new business.

**Communication(s):** None

**Items for Information/Discussion:** None

**Privilege of the Floor:** Board member Wiley shared that he had observed surveying being done on the corner of Market and Broadway in the vicinity of the Roxy building.

**Next Meeting:** Tuesday, December 17, 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; all voting aye.

Respectfully submitted,

Kathleen M. Pierce  
Planning Board Secretary