

VILLAGE OF CAPE VINCENT PLANNING BOARD

April 15, 2025

The regular meeting of the Village of Cape Vincent Planning Board was held on April 15, 2025, at the Village Office in the Community Room. The meeting was opened by the Chair, Jeffrey Herpel, at 7:01 p.m. with the Pledge of Allegiance.

Board Members Present: Jeffrey Herpel, Chair
Jeffrey Brooks
Richard Hodge
Willard Kirchgessner, Vice Chair
Dave Wiley - **Excused**

Visitors: One

Old Business:

Approval of the Minutes:

After review of the minutes of the March 18, 2025, meeting, Mr. Herpel made a motion to accept the minutes as written. Mr. Brooks seconded. The motion carried.

SPR Application of Sarah F. Dayton, Continued

A review of the application submitted at the March meeting by Sarah F. Dayton, 184 North Real Street, Tax Map #39.81-1-33 for a home occupation to bake and sell home baked items at the Farmers' Market and local retail locations continued. At the March meeting, the application was incomplete as it did not include the SEQR short form. The Chair reviewed the completed form and shared his findings with the Board. Board members had no questions. The Chair signed the form finding that based on the information and supporting documentation that the proposed action will not result in any significant adverse environmental impacts. He accepted the application as complete and scheduled a public hearing for the May meeting. Neighbors will be notified.

New Business: None

Communication(s): Board members received a memo from Cyril "Butch" Cullen regarding the former Anchor Marina. In his letter, he commented that the new owners Seaway Marine intends to operate a marina and that is very good news for the Town and Village. His letter also mentions that if the location will be part marina and part a contracting base of operations, the use will change and that would result in a Site Plan Review. Board members discussed with Mr. Cullen his memo and all the positives the marina will bring to the Town and Village. It was the consensus that the Zoning Enforcement Officer would be given a copy of the letter for his information and have a conversation with the new owners concerning the planned usage of the marina.

Items for Information/Discussion:

- Board members Jeff Herpel and Bill Kirchgessner attended the Tug Hill Conference on April 1 each attending four different sessions. They shared some of the information received at several of the sessions--Short-Term Rentals, Public Participation at Meetings, and First Amendment Audits.

- The issue of junk vehicles on some Village properties was brought up. The concern will be brought to the ZEO's attention and suggest that a letter be sent to those property owners in violation.

Privilege of the Floor: None

Next Meeting: Tuesday, May 20, 2025, at 7 p.m., Community Room at the Village Office.

Adjournment: At 7:30 p.m. with no further business, Mr. Herpel made a motion to adjourn. Mr. Kirchgessner seconded and carried; all voting aye.

Respectfully submitted,

Kathleen M. Pierce
Planning Board Secretary