

The regular meeting of the Town of Cape Vincent Planning Board was held on, July 10, 2019, at Recreation Park. The Chair opened the meeting at 7 p.m. with the Pledge of Allegiance.

Board Members Present: Robert Martin, Chair
Richard Macsherry
Frank Giaquinto
Bill DeSouza
Karen Bourcy
Harvey White

Board Members Excused: Paul Docteur

Other: Alan Wood (Town Board Member)

There were 4 visitors.

Privilege of the Floor: Debra Suller: Debra inquired about solar as to whether she would be able to install a roof or ground mounted solar panel on her property. Mr. Macsherry answered with yes and she would need a permit.

Approval of Minutes:

Board members on a motion by Mr. Macsherry and seconded by Mr. Giaquinto approved as written the minutes of the June 12, 2019 meeting.

Old Business: Robert and Debra Suller Minor Subdivision Public Hearing (tax map #49.00-1-1)

The Chair opened the Public Hearing at 7:02 p.m. The hearing was kept opened until Tim Knapp arrived. While waiting, the Chair asked the Board if they had any comments on the subdivision. Mr. Giaquinto stated that he would like to see a Right of Way Deed. Mr. Macsherry stated that he met with Billy Pond, Town of Cape Vincent Highway Superintendent, and obtained a Right of Way definition. The standard length of a Right of Way is to be the minimum of that of a driveway, which is 30 feet. The Purchaser's attorney is drafting paperwork that there is a Right of Way of at least 50 ft. that will be added as an addendum to the current deed and then added into Debra Suller's deed. Tim Knapp arrived and with no comments the Chair closed the Public Hearing at 7:11 pm. Mr. Macsherry stated that there is no current definition for Right of Way in the Subdivision Laws and read a drafted definition to be added to the Subdivision Laws revision. The Board members approved with a unanimous vote to have the drafted Right of Way definition added into the drafted Subdivision Laws revision. Mr. Macsherry proposed a 30 day extension of a vote to the subdivision in order to have the Right of Way addendum added to the

deed. The Board members agreed, and the Chair rescheduled the vote until the next Planning Board meeting which will be held on August 14, 2019.

New Business: Judith Greene- Pre-application Conference (tax map #41.00-1-19)

Mr. Robert Busler, representative for Ms. Greene, stated that Ms. Greene would like to subdivide her property, in order to sell vacant lots, located at the intersection of County Route 4 and 8 into 14 lots where 4 of the proposed lots would be less than 5 acres. A discussion took place between Mr. Busler and the Board as to whether this proposal would be considered a major or minor subdivision. It was determined that it would be considered a minor subdivision. The Chair suggested to Mr. Busler to inquire with the County if they would issue the needed 14 driveway permits and to document in e-mail form.

Zoning Laws- Jefferson County Planning Board Zoning Laws Review Update

Mr. Macsherry that Mike Bourcy, Jefferson County Planning Board, only needed to review the Solar section of the Zoning Law since all suggested changes were corrected from the previous review. Mr. Macsherry presented to the Board a copy of the Informal staff comments from the Jefferson County Department of Planning dated June 18, 2019 and well as a copy of an updated Solar section which included the suggested changes. The Chair would like the Board to review and report with comments within one week. Once approved by the Planning Board, Mike Bourcy will present to the County Planning Board for approval.

Alan Wood stated that at last month's Planning Board meeting, he understood that it was the Town Board's responsibility to schedule the pre-meeting. After speaking with the Town Board, the Planning Board will schedule the pre-meeting and inform the Town Board as to the date and time and the Town Board members will be present.

The Chair received a phone call inquiring as to whether there was going to be an addition to the Zoning Laws regarding the number of campers and length of time permitted on personal lots. There was a discussion on the growing number of campers on personal lots. The Chair will draft language and e-mail to Board members to vote on updating the Recreational Vehicles section of the Zoning Law to include 1 camper per tax map # (lot) and length of time for use.

The Chair and the Board discussed an e-mail that was sent by a community member suggesting how to conduct the Zoning Laws pre-meeting. Alan Wood stated that the Town Board members all agree for the Planning Board to conduct the meeting as it sees fit and that Town Board will not be involved in conducting the meeting. It was discussed and decided that the informational meeting will be held on August 7, 2019 from 6-7:30 pm at Recreation Park. July 31, 2019 will be the deadline to submit comments, questions, etc. to the Town Clerk. The Chair will inform the Town Clerk of these dates for publicity.

Next Meeting: The Planning Board will meet on Wednesday, August 14, 2019 at 7 p.m. at Recreation Park.

Meeting Adjourned: At 8:15 p.m., with no further business, the Chair asked for a motion for the meeting to be adjourned. Mr. Macsherry made the motion. Mr. White seconded; all voting aye.

Respectfully submitted,

Sharon A. Turner
Planning Board Secretary