

The regular meeting of the Town of Cape Vincent Planning Board was held on Wednesday, February 9, 2022, at Recreation Park. The Chair opened the meeting at 7 p.m. with the Pledge of Allegiance.

Board Members Present:

Richard Macsherry- Chair Robert Martin Vice-Chair
Harvey White Dr. Frank Giaquinto
Bill DeSouza

Board Members Excused: Karen Bourcy- alternate

There were 6 visitors

Privilege of the Floor: Marty Mason-Supervisor Mason offered that while he did find the Zoning and Subdivision Laws the current application documents for a subdivision were not available on-line. Mr. Macsherry answered that while all essential requirements are embedded in the Law language, the applications themselves have historically been available through the offices of the Town Clerk and Zoning Enforcement Officer (ZEO). Over time and many amendments, it has been found that the Application forms are more effectively presented by personnel of these two offices. That is because residents are normally not acquainted with how to find their tax parcel identification numbers, what on the SEQR forms are theirs to fill out and how to find who are neighboring tax parcels to which they must send Public Hearing notices. It is also common practice for the Clerk or ZEO to recommend to applicants that they meet with the Planning Board Chair and discuss various Application requirements before a submission is made.

Mr. Macsherry offered that he will discuss how to best address this issue with Vice Chair Martin before the next scheduled PB meeting.

Approval of Minutes:

Board members on a motion by Mr. Martin and seconded by Mr. White approved with the correction of Frank voting nay on the Martin subdivision the minutes of the January 12, 2022 meeting.

Old Business:

Thomas and Tammy Adams- Minor Subdivision Application Public Hearing (Tax Map#: 41.00-1-49) This Public Hearing has been tabled until next month.

David Docteur- Lot-line Adjustment/ Minor Subdivision Application (Tax Map#: 39.20-1-3.2 and 39.20-1-3.1)

Mr. Docteur submitted an application for a Lot-Line Adjustment to remove existing lot-lines and combine 1.99-acres of 39.20-1-3.1 with parcel 39.20-1-3.2. The Board reviewed and discussed the application. Mr. White made a motion to approve the application. Dr. Giaquinto seconded the motion. All approved, aye.

Mr. Docteur also submitted an application for a Minor Subdivision at 32200 NYS Rte 12 E, Cape Vincent (Tax Map#: 39.20-1-3.1). Mr. Docteur proposes to subdivide 16.88-acres into 2 separate lots of 11.69-acres and 3.20-acres +/- . The Board reviewed and accepted the application. A Public Hearing has been set for Wednesday, March 9, 2022 at 7 pm at Recreation Park, Cape Vincent, NY 13618.

Bill and Lori May- Site Plan Review Application

The Chair discussed the application with Mr. Sliwinski from the DEC. Mr. Sliwinski has given permission to Mr. and Mrs. May and a permit is not needed. The Chair has also visited the property. Mr. Higgins will issue a zoning permit for the building. Mr. Martin shared concerns that the survey map is 12 years old and that the building is not labeled with the the distance from the building to the property. He is concerned that the current map will not be accepted by Jefferson County to file. The Chair will discuss the issue to update the survey map with Mr. Battista. The Chair will also update the SEQR with Mr. and Mrs. May. Mr. and Mrs. May also provided a letter from Mr. Ralph Schuler, a neighbor.

Next Meeting:

The Planning Board will hold its next regular meeting on Wednesday, March 9, 2022 at 7 p.m. at Recreation Park.

Meeting Adjourned: At 8:06 p.m. with no further business, the Chair asked for a motion for the meeting to be adjourned. Dr. Giaquinto made the motion. Mr. Martin seconded; all voting aye.

Respectfully submitted,

Sharon A. Nebbia
Planning Board Secretary