

## VILLAGE OF CAPE VINCENT PLANNING BOARD

July 15, 2025

The regular meeting of the Village of Cape Vincent Planning Board was held on July 15, 2025, 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:** Jeffrey Herpel, Chair  
Jeffrey Brooks  
Richard Hodge  
Willard Kirchgessner, Vice Chair  
Dave Wiley – Excused

**Visitors:** Five

### **Old Business:**

#### **Approval of the Minutes:**

After review of the minutes of the June 17, 2025, meeting, the Chair made a motion to accept the minutes as written. Mr. Hodge seconded. The motion carried.

### **SPR Application – Todd and Robert Ewing – Public Hearing**

The Chair opened the public hearing at 7:02 p.m. and read the letter sent from the Jefferson County Planning Board and discussed the Board's "local advisory comments" with Todd Ewing, the applicant. Board members asked about parking for the resident on the second floor and asked that the site plan indicate where parking is. No written comments were received concerning the application. The Chair opened the floor for comments from the public.

*Sarah Dayton* shared that she supports the application as she feels the commercial district can benefit from more businesses being established.

*Warren Smith* informed board members that he is in conversation with the bike shop in Watertown about opening a satellite bike shop for rentals and bike maintenance. He indicated he fully supports Mr. Ewing's efforts.

The public hearing was closed at 7:13 p.m. and Mr. Herpel offered the following motion.

**WHEREAS** the Planning Board of the Village of Cape Vincent (the "Board") reviewed a Site Plan Review application dated May 20, 2025, on May 20, 2025, by Todd and Robert Ewing to open a retail store at 223/225 E. Broadway, Tax Map #39.81-1-9.

**WHEREAS** the Board has complied with the requirements of the New York State Environmental Quality Review Act and the regulations and declared this action to be an "unlisted" action and issued a negative declaration at a May 20, 2025, meeting, and

**WHEREAS** because the address is on a State Highway (Rt. 12E), the application was sent to Jefferson County Planning Board for their review as required by GML 239m.

**WHEREAS** a public hearing was held on July 15, 2025, at which time two comments were expressed.

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

1. The application submitted by the Applicants 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 addresses the required and applicable items set forth in the Village of Cape Vincent Zoning Law. Approval will include and is required to have a Jefferson County Building Permit for interior renovations. The County Planning Board offered advisory comments that are attached to the application and were reviewed and discussed with the applicant.
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. Brooks seconded and carried; all voting aye.

**SPR Application – Tracey J. Kraft – Public Hearing**

The public hearing opened at 7:16 p.m. on the SPR application of Ms. Kraft. She would like to use the existing barn behind Belle Epoque gift shop at 350/352 E. Broadway, Tax Map #39.81-2-24, for an art studio, gallery, and art lessons. The property is owned by Michael and Susan Mahrer. Mr. Mahrer was also in attendance and shared that small renovations would be made to the building, i.e. new windows. The Chair reviewed the zoning law regarding signage. Also discussed was availability of water, restrooms, and parking on the property. Ms. Kraft was informed that final approval would be in August after comments were received and reviewed by the Jefferson County Planning Board as per General Municipal Law (GML) 239m. No written comments were received regarding the application. The Chair asked for comments from the public.

*Sarah Dayton* shared her support and enthusiasm for this exciting opportunity for Cape Vincent.

The public hearing was closed at 7:25 p.m.

**New Business:** No new business.

**Communication(s):** The Chair informed the Board he received a phone call from a village resident regarding what Zoning District designation, Commercial or Waterfront Overlay District, the ferry dock property is in. A short discussion ensued. Sarah Dayton said she has attended several Village Board meetings and the ferry dock property and service has been discussed. She asked the board not to overlook their role and authority as the Planning Board concerning the property in question and new ownership especially if there is a change in use.

**Items for Information/Discussion:** None

**Privilege of the Floor:** None

**Next Meeting:** Tuesday, August 19, 2025, at 7 p.m., Community Room at the Village Office.

**Adjournment:** At 7:34 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  
Secretary