Town of Cape Vincent Planning Board March 13, 2024

The regular meeting of the Town of Cape Vincent Planning Board was held on Wednesday, March 13, 2024 , at Recreation Park. The Chair opened the meeting at 7 p.m. with the Pledge of Allegiance.

Board Members Present:

Dr. Frank Giaquinto- Chair	Noel Bonvouloir- Vice-Chair
Ed Ponto	Shannon Featherly
Harvey White	

Board Members Excused: Karen Bourcy- alternate

There were 15 visitors.

Privilege of the Floor: None

Approval of Minutes:
Board members on a motion by Mrs. Featherly and seconded by Mr. White approved the minutes of the February 14, 2024 meeting.

Old Business:
Donald Munro Minor Subdivision Application Public Hearing(Tax Map#: 41.00-1-41.1)
The Chair opened the public hearing at 7:02 pm. Mr. Busler, Mr. Munro's representative reviewed the subdivision map with Board members. Mr. Munro is requesting to subdivide an 87.3-acre lot into 1 lot of 13.02-acres with the owner retaining the remaining 74.28-acres at 9308 Cemetery Road in Cape Vincent. With no comments from the public, the Chair closed the public hearing at 7:03 pm. The Board completed the SEQR. Mr. Bonvouloir made a motion to approve the application. Mr. Ponto seconded the motion, and it carried, unanimously.

New Business:
Carleton Villa Revised Site Plan Review Application (Tax Map #: 39.27-1-16)
The Board reviewed the Revised Site Plan Review Application. Mr. Ron Clapp has submitted an updated Site Plan Review application with a Full EAF for Carleton Island Villa, LLC. He is proposing a hotel, restaurant, and glampgrounds on the site. The Chair stated the Board was willing to serve as Lead Agency for the purposes of SEQR. With no comments at the time, Mr. Bonvouloir made a motion to accept the application. Mr. White seconded the motion and it carried, unanimously. The Chair then asked for a motion for the Planning Board to accept Lead Agency in regards to the SEQR for Carleton Villa. Mr. Bonvouloir made a motion for the Planning Board to accept the responsibility of Lead Agency for the SEQR for Carleton Villa.

Mr. White seconded the motion and it carried, unanimously. The Chair stated that the Planning Board will send the complete application and SEQR (Full EAF) to the County Planning Board and various agencies to consent to the Planning Board's request to serve as Lead Agency for the purposes of SEQR. The agencies will have 30 days to respond to the request or decide to take on the responsibility of being the lead agency. The secretary will obtain the complete list from Mr. Burrows, the Town Lawyer. Mr. Jones, the architect, has also sent a letter to various agencies, such as DEC, SHIPPO, Fish and Wildlife, for a 30 day review of SEQR. Mr. Jones will send an email to the secretary with the complete list of whom letters were sent to. Mr. Cyril Cullen asked if there have been any modifications to SEQR. The Board replied that it has not since receiving the Full EAF SEQR. Mr. Ponto asked Mr. Jones about the positioning of wells on the property. Mr. Jones replied that the existing wells of neighboring properties have been located and they are now in the process of determining the setbacks for the new wells and septic. The number of wells and setbacks will be determined in the final drawings. Mr. Ponto inquired as to whether flow tests have been conducted. Mr. Jones responded that at this point in time the SEQR needs to be determined before they can proceed. Mr. Ponto asked if there would be back up power, security cameras, and outdoor lighting on the island in which Mr. Jones responded yes. Mr. Ponto inquired as to the depth of the bays on the island and if they will be deep enough to bring in barges and equipment. Mr. Jones responded they were measured last summer of about 4 feet and yes they would be deep enough in the front to bring in barges. Mr. Ponto asked if there would be enough power on the island for the project and Mr. Jones responded that they were determining that. Mr. Ponto inquired about waste products from construction. Mr. Jones responded that there would be a dumpster on site and all wastes would be brought back to the mainland via barges. Mr. Ponto inquired about the highest elevation on the island and Mr. Jones responded it is roughly 10 feet above the river. Mr. Ponto inquired if there are run off channels on the property in regards to flooding. Mr. Jones responded that they would design per DEC requirements if there are. Mr. Bonvouloir inquired if there had been any more thought to parking on the mainland. Mr. Jones responded that he had not heard. Mr. Ponto inquired about the number of docks and if there would be enough spacing between the docks. Mr. Jones responded there would be 3 floating docks of approximately 200 feet each in length. Docks need to be DEC approved and may have to dredge if bays are too shallow. The Board was asked if the village should be notified if parking would be an issue. The Chair responded that the Board will question about mainland parking when the Site Plan Review is conducted and that now is not the time. Mr. Tibbles asked if the Board could clarify the process that could settle some concerns of the public. The Chair responded that we are approaching the SEQR. Once the SEQR is under motion, the ZBA could then determine the special use permit. After that Site Plan Review will be conducted but there is no use of doing a site plan review if the concept is unacceptable to the ZBA. Mr. Tibbles asked if there would be a determination of SEQR before it is sent back to the ZBA. The Chair responded that he is unsure as to how that is going to work, but we are going to start the process. Mr. Tibbles inquired that if the SEQR receives a negative declaration, then it goes to the ZBA and then back to the PB and there are material changes in the site plan would a

new SEQR review be required? Mr. Bonvouloir responded that the SEQR goes out and it gives the agencies a chance to respond as to what needs to be done. We know that there are bald eagles, bats, and historic sites. They are going to flag those things and then they come up with a solution which has to be agreeable with the Planning Board and the other agencies involved. As the Lead Agency, the other agencies will give their input and then the Planning Board will have to put it all together and make a decision. There could also be public input that could be addressed and dealt with at that time. Once the SEQR is approved and everyone agrees that the project can proceed, the special use permit, setbacks, variances come in through the ZBA. After that, the Planning Board can begin the Site Plan Review process. At this point specifics would be added to the plan. It was asked if mainland parking would be addressed at that time. Mr. Bonvouloir stated that mainland parking has to be addressed at some point. Mr. Tibbles asked at what level is the public hearing opened. Mr. Bonvouloir responded that it was at the ZBA and it is now tabled. Mr. Tiblles asked if there has been a public hearing opened up on the planning board side? Mr. Bonvouloir responded no because we haven't done a site plan review yet. The chair responded that a public hearing needs to be set up tonight for next month for SEQR. Mr. Tibbles asked if the public hearing would remain open. The Chair responded that he is assuming it will be opened and closed. Mr. Tibbles inquired when the new plans would be made available to the public and the Chair responded that the secretary would publish them on the website. There was a discussion as to when the plans could be put on the website. It was determined that they could be published now. The Chair reiterated that the application is complete but the Site Plan needs to be reviewed. The Site Plan goes out with the SEQR. Mr. Brody Smith asked if he could approach. He handed out a SEQR "cheat sheet" to the board members and summarized the document to the board members. He realizes that the process is confusing and is trying to provide clarity for us. He stated that the Board is doing the right thing by taking on the role as Lead Agency and conducting the environmental review. Letters are being sent out to other agencies who have 30 days to respond. The Board will more than likely ask for more information and encourages the Board to talk with the town lawyer. He feels that the board will ask for much more information such as a noise analysis, photometric studies, etc. These are included in the document he provided to the board. The SEQR process could take a while. He feels that some of the Site plan review is relevant to the SEQR and therefore the board may be asking for studies quicker than anticipated. A public hearing was set for April 10, 2024.

Steve Martin from Martin's Marina: Mr. Martin, owner of Martin's Marina, would like to add 8 new campsites to the existing campground. Due to the current campground being approved through a site plan review recently, he was inquiring if he needed to submit a new site plan review to add the 8 new campsites. The Chair will contact the Mr. Higgins, the ZEO, and Mr. Burrows, the town lawyer, to determine the course of action.

Following the meeting, it was determined that a new site plan review is required. Mr. Martin has submitted a site plan review application and a special meeting will be held on Monday, April 1, 2024 at 5:30pm at Rec Park to accept the application.

Next Meeting:
The Planning Board will hold a special meeting on April 1, 2024 at 5:30 pm at Recreation Park. The Planning Board will hold its next regular meeting on Wednesday, April 10, 2024 at 7 p.m. at Recreation Park.

Meeting Adjourned: At 7:51 p.m. with no further business, the Chair asked for a motion for the meeting to be adjourned. Mr. Bonvouloir made the motion. Mrs. Featherly seconded; all voting aye.

Respectfully submitted,
Sharon A. Nebbia
Planning Board Secretary