

Town of Cape Vincent Planning Board

March 11, 2026

A regular meeting of the Town of Cape Vincent Planning Board was held on Wednesday, March 11, 2026 at Recreation Park. The Chair opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

Board Members Present:

Noel Bonvouloir- Chair

Dr. Frank Giaquinto- Vice-Chair

Harvey White

Ed Ponto

Christine Leech-alternate

Board Members Excused: Karen Bourcy- alternate Paul DuFlo

There were 4 visitors.

Privilege of the Floor: Brody Smith who represents the Friends of Carleton Island presented to the Board a packet which outlined environmental concerns regarding the Carleton Island Villa Project. He highlighted certain pages of the letter. The packet will be included in the Carleton Villa file.

Approval of Minutes: Board members on a motion by Dr. Giaquinto and seconded by Mr. Ponto approved as written the minutes of the February 11, 2026 meeting with the changes of changing sit to site and adding that the DEC required additional fencing for the turtles.

Old Business: None

**New Business: Terry Falzano Site-Plan Review Application Pre-Conference
(Tax map#: 49.00-1-56)**

Mr. Terry Falzano is represented by Mr. Matthew Constance. Mr. Constance presented to the Board a minor subdivision application for Mr. Falzano on County Route 6, Pleasant Valley Road. Mr. Falzano would like to subdivide 72.62 acres into 5 lots. The Board discussed the proposed subdivision with Mr. Constance. The Chair mentioned and Mr. Constance made note that the parcel is in the light manufacturing district and not agricultural. In respect to the proposed road, there was a discussion as to whether this is a minor or major subdivision. A county referral will be needed due to the subdivision being on a county route. The wetland in the SEQR was discussed as there is a small section in the remaining parent parcel and not in the lots that will be sold. The drainage issue was also discussed and options were discussed such as moving the drainage, moving the lots from the drainage, or moving the lots along County Route 6. There was a discussion if the application would be accepted with the Board knowing the changes within 5 days as well as the decision if it was considered a minor or major subdivision. Mr. Ponto made a motion to table the application until April. Mrs Leech seconded the motion and it carried, unanimously. Therefore, making this meeting a pre-conference for the application.

Planning Board Review: Questions, Procedures, Changes, etc.

By Laws voting:

1. Mr. Ponto made a motion to approve the changes to Article VI: Privilege of the Floor to “Comments, verbal or written, from the general public shall be received at the beginning of the meeting. The public may request to address the board using the sign-up sheet at the door. Each comment must include the name of the commenter. Verbal comments shall be limited to three (3) minutes per commenter which is non-transferrable. The Chair can extend the time to five (5) minutes if the commenter is representing a group or same topic.” Dr. Giaquinto seconded the motion and it carried, unanimously.
2. Mrs. Leech made a motion to approve the changes to Article VII: Information Submittal #1 to: “The applicant shall submit applications at least 10 business days prior to the next scheduled regular meeting. The application may be submitted to either the Town Clerk or Planning Board Administrative Assistant.” Dr. Giaquinto seconded the motion and it carried, unanimously.
3. Dr. Giaquinto made a motion to approve the changes to Article VII: Information Submittal #3 to: “The applicant or representative shall be present at all meetings that their project will be discussed.” Mr. Ponto seconded the motion and it carried, unanimously.
4. Mr. Ponto made a motion not to add powers of Duties from the Zoning Laws Pg. 23. Mrs Leech seconded the motion and it carried, unanimously.

Subdivision Laws: The Chair asked the Board to review the Subdivision Laws and to bring suggestions to the next meeting.

Next Meeting:

The Planning Board will hold its next regular meeting on Wednesday, April 8, 2025 at 7 p.m. at Recreation Park.

Meeting Adjourned: At 8:55 p.m., with no further business, the Chair asked for a motion for the meeting to be adjourned. Mr. Ponto made the motion. Mrs. Leech seconded the motion and it carried with all voting aye.

Respectfully submitted,

Sharon A. Nebbia
Planning Board Secretary