

MOUNTAIN LAKES DISTRICT
PLANNING BOARD MINUTES
Thursday, December 11, 2008
District Office 7:00 P.M.

- 1) **Call to order** - Sandy Schmid called the meeting to order at 7:06 P.M.
- 2) **Roll call** - Sandy Schmid (Chair), Janice Neubauer (Vice Chair), Chris Demers (Ex-Officio), Tom Eighmy (regular), Carol Modrell (regular, late arrival), Beverly Hasbrouck (alternate, acting as full member until Modrell's arrival).
Absent – Florence Hartmann
Visitors – Don Hasbrouck, Karl Schmid
- 3) **Agenda Approval / Additions** – Hasbrouck moved to approve the agenda as written, seconded by Demers. Motion passed.
- 4) **Minutes of Previous Meeting (11.06.08) Changes and Approval** – Demers moved to approve the minutes as written, seconded by Hasbrouck. Motion passed.
- 5) **Correspondence** – None
- 6) **Zoning Permit Applications** - None
- 7) **Pending Business**
 - a. **Master Plan / Governance** – It is the legal duty of the Planning Board to accept the master plan as written by the sub-committee prior to the Public Meeting scheduled for January 8, 2009 at 6:00 P.M. The master plan will be presented to the public at that meeting. Hasbrouck moved to accept the master plan as written with the understanding that there will be one last edit to correct any formatting irregularities, seconded by Eighmy.
 - b. **Zoning Officer / District Office** – Schmid stated that it's been a pleasure working with Zoning Officer Stan Borkowski. A tree fell on the Weber house located on White Mountain Road and caused extensive damage. The Weber's hired Presby from Littleton to do the repair work. The Planning Board discussed whether or not this repair warrants a zoning application and a ZCC and should any fees be waived. Schmid stated that the Webers were supposed to give Borkowski a drawing for construction but he hasn't received it yet. Demers recommends requiring a zoning application with building questionnaire and a ZCC. Hasbrouck recommends whatever is required for new construction. Karl Schmid stated that if we are going to require Weber to complete a zoning application it should be approved before repairs begin. Hasbrouck moved to require a zoning application and ZCC, waiving the application fee, seconded by Demers. Motion passed.

Hasbrouck moved to authorize the Zoning Officer, Stan Borkowski to approve the application in the Planning Board's stead, seconded by Modrell. Motion passed.

The Planning Board reviewed the Current Status of Zoning Applications and briefly discussed item 14. Borkowski told Alan Robbins that the Planning Board did not accept the proposed white vinyl siding. Robbins chose a clay color instead. Demers moved to approve the clay color choice for the Robbins home on Windsor Lane, seconded by Neubauer. Motion passed.

Eighmy suggested dating the Current Status of Zoning Applications and the Incident Report.

Discussion of Incident Report

HAZELTON – They were given a 30 day notice on November 1st. The next step is to send them a letter.

FAUGHNAN – Borkowski drafted a letter that offers Faughnan 30 days to submit a plan to remedy the violation or legal action will follow.

SIGNAGE - The new signs have been removed.

CREAMER – No continuous foundation under the mudroom.

LYNCH – The lady who owned the house has died. David Simonie is taking care of the property, which is now in probate. Trees have been cut in the greenbelt area which Sam Clough, Road Agent, has expressed concern about the affect it will have on the road.

KEARSARGE – Schmid asked Borkowski to write a letter to the new owner of Mark Moorhead's property regarding the foundation. The letter allows the new owner 30 days to respond to the offer of Mountain Lakes removing or covering the foundation and planting new vegetation, which would cost less than taking them to court. Schmid will edit the letter before it is sent out. The Town of Haverhill will also be sending a letter to the new owner.

8) **New Business**

Hasbrouck asked if the two letters mentioned in last months minutes got written. The first letter pertains to the suggestion that the Planning Board write a letter to the Commissioners regarding increasing the legal budget to allow more funds for zoning enforcement. Schmid stated that the letter was not written however the issue was raised at the following Commissioners meeting. The second letter pertains to the suggestion that a letter be written to all property owners reminding them that they are responsible for any violations. Schmid stated that a letter will be included with the next mailing. Neubauer stated that she would like the first letter to be written as voted upon in the last Planning Board meeting.

Schmid stated that we are running out of time to prepare amendments for the Zoning Ordinance. Borkowski has gone though the ordinances and made some suggestions and offered sample wording for property maintenance. Demers and Hasbrouck recommend editing the property maintenance sample and have it ready for the next meeting.

9) **Other** - None

- 10) **Adjournment** – There was no further business and the meeting adjourned at 7:25 P.M. The next meeting will be a Public Hearing on Thursday, January 8, 2009 at 6:00 P.M. at the District Office, followed by the Planning Board meeting..

Respectfully submitted,

Michelle G. Chamberlain