

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
June 12, 2014
*UNAPPROVED***

Call to Order: Chairman Don Dubrule called the meeting to order at 5:39 pm.

Roll Call: Don Dubrule, Chris Demers (ex-officio), Tom Eighmy, David Martella. Laura Sjolander and Bob Long were present as guests.

Approval of Minutes: David Martella made a motion to approve the minutes, Chris Demers seconded. Motion passed.

Zoning Permit Applications:

- **Sjolander – House addition:** The Board reviewed the permit application for a 320 square foot addition containing two bedrooms and a living area. After discussion, the Board determined the setbacks and height of the addition as drawn are within limits and no trees need to be cut. Chris Demers made a motion to approve the permit, David Martella seconded, and motion passed.

Review of Zoning Permits Report:

- **Williams:** The project is still being finished.
- **Forge:** The zoning officer report stated the exterior of the home is finished, but the zoning officer questioned whether replanting of trees was required by the Board as had been discussed when the permit was first considered. After discussion, Chris Demers made a motion that no trees needed to be replanted on the Forge lot. David Martella seconded and motion passed.

Review of Incident Reports:

- **White Mountain Ext. – Killer Hill – Horne/Farr:** Dan Brady was to check with a nearby neighbor to get more information on the history of the slash pile. The Board tabled any action pending Dan Brady's report.
- **Valley Road – Cristello:** Home is on the market.
- **Lakeside Drive – Molnar:** Kristi Garofalo reported the owner's sister responded to the letter sent May 28. The sister stated the owner of the home is terminally ill and the sister has power of attorney. She requested photos showing the current condition of the home and noted the property will probably be listed to sell. Photos were sent June 11.
- **Swiftwater Circle – Ciotti:** Letter regarding condition was sent May 28 – no response – Board tabled until next meeting to give more time for response.
- **Bear Road – Costello:** The zoning officer report noted the property is in disrepair and asked about its status. The Board discussed the property, then decided more information was needed and agreed to ask the zoning officer to describe specific disrepair issues.
- **Cranmore Drive – Desimone – “For Sale” sign on lot –** Letter to owner sent June 11.

Old Business:

- **Zoning/Mapping Standardization:** The Board discussed various ways to handle the Section 5/ MontView question and noted the differences in the Covenants and Easements depending on whether the area in question was considered a Named or Numbered section. Chris Demers made a motion that the zoning map dated February 10, 1996, signed by the Planning Board members at that time, and revised on October 10, 1997, be considered the official record of the District and that the MontView/Section 5 area in question should be known as Section 5, a numbered section for purposes of the Covenants and Easements, as shown on that map. Tom Eighmy seconded and the motion passed unanimously.
- **Swimming pools:** The Board discussed the swimming pool permitting process and decided that more information was needed. *Don Dubrulle and Chris Demers will draft an email to be sent to the NHMA regarding existing regulations for: filling, emptying, security, drainage, runoff, liability to the homeowner and the District, and electric and water meter hookups.* After discussion, the Board tabled the issue until the next meeting.
- **French Pond Road – Coughlin:** Tom Eighmy reported his research showed the District was not subdivided before 1967 and so cannot be “grandfathered in” to allow building on the small lot as the architect requested. He also noted that the lot in question is wetland, and in his opinion, too narrow and shallow to meet the requirements of septic systems, setback and buffers, vegetative coverage and driveway permits. *The Board directed Kristi Garofalo to contact the architect with their findings.*

New Business:

- **Maintenance/Rebuild Requirements for Zoning Permits:** Don Dubrulle stated the permit requirements for maintenance and/or rebuild projects are unclear and the permit fee schedule does not include a fee for these projects. The Board discussed the need to clarify what projects require a permit, how the “footprint” of a building is defined, and how to monitor “maintenance” or “rebuild” projects that grow beyond their original scope. The Board agreed to table this issue for further discussion.
- **Frequently Asked Questions:** Kristi Garofalo suggested a list of common questions and their answers be put together to help those property owners interested in building. The FAQs could then be made into a handout and also posted as part of the “Building Info” part of the District website. *Kristi Garofalo will create a draft list of FAQs and Board members will bring ideas to the next meeting to be discussed.*

Don Dubrulle made a motion to adjourn the meeting and Chris Demers seconded. The meeting adjourned at 7:33 pm

Note: The next Planning Board Meeting is scheduled for Thursday, July 10 at 5:30 pm.

Respectfully Submitted,
Kristi Garofalo