

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD SPECIAL MEETING
June 11, 2015
*UNAPPROVED***

Call to Order: Chairman Don Dubrule called the meeting to order at 6:10 pm.

Roll Call: Don Dubrule, Dan Brady, Tom Eighmy, Chris Demers, David Martella and Laura Sjolander.

Approval of Minutes: Dan Brady moved to approve the minutes, David Martella seconded and motion passed.

Zoning Permit Applications:

- **Weeks – Deck/Ramp** – The Board conditionally approved the permit application at their previous meeting with the stipulation that a plot plan/map with accurate dimensions must be submitted. Chris Demers presented a drawing he put together after a recent visit to assist the homeowner in obtaining accurate measurements. The Board reviewed the updated file and after discussion, David Martella made a motion to approve the permit application. Chris Demers seconded and the motion passed.
- **Heartt – Shed** – After document review and discussion, Chris Demers made a motion to approve the permit application, David Martella seconded and the motion passed.
- **Krull – Home addition** – The applicants are in the process of buying the property they currently rent and they want to construct an addition as soon as possible. They submitted part of the application documents and requested feedback from the Board on what further information was needed. The Board reviewed the file and agreed the following items need to be provided: a birds-eye view plot plan with dimensioned footprint for existing structures and proposed addition along with distances from the finished structure to all lot lines; elevation dimensions for the addition; foundation type and material for the addition; approved septic plan; and proof of transfer of ownership of the property. *Kristi Garofalo will send a letter to the homeowner requesting the additional information.*

Review of Zoning Permits Report:

- **Sjolander:** Laura Sjolander reported the painting on the addition is 75% complete. The Board agreed to continue to monitor the project.
- **Jackson:** The Zoning Officer reported the home is 100% complete and the Zoning Compliance Checklist has been signed. The Board agreed to remove the item from the report.
- **Bessette:** Chris Demers reported the project is complete. After discussion, the Board agreed *Kristi Garofalo will ask Stan Borkowski for an official report before removing the item from the report.*
- **Fallon – Shed Relocation:** Project is complete; the Board agreed to remove the permit from the report.
- **Weeks – Deck/Ramp** – The Board agreed the permit issue date on tracking report should be changed to reflect that permit was officially passed at tonight's meeting (only conditionally passed previously) *Kristi Garofalo will make the change.*

- **Dubrulle – Covered entrance** – Project in process – Continue to monitor
- **McKean – Shed** – Project in process – Continue to monitor

Review of Incident Reports:

- **White Mountain Ext. – Killer Hill – Horne/Farr:** After discussion, the Board agreed to ask Bob Long to contact the owners again about burning the slash pile. The Board also agreed to continue monitoring the property.
- **Lakeside Drive –Prater:** The Board discussed the safety concern of the upstairs outer door that opens onto a deck that is no longer there. They agreed Dan Brady would speak to the owners about temporarily boarding up the door to avoid accidents. *Kristi Garofalo will contact Dan Brady if the owner visits the property; she will also ask Don Drew to stop and talk to the owner if he sees someone at the house.* The Board agreed to keep this property on the list for monitoring.
- **Swiftwater Circle – Ciotti:** No change since last meeting – the Board again agreed to continue monitoring the property.

Old Business:

- **Master Plan: See Master Plan Committee minutes**
- **Zoning/Mapping Standardization: Tabled**
- **Swimming pools: Tabled**
- **Maintenance/Rebuild Requirements – Accessory Definition: Tabled**

New Business:

- **Daycare in the District:** Laura Sjolander asked for a discussion about whether home businesses were allowed in the District, specifically day care businesses. The Board discussed that home businesses were allowed, but had restrictions on signage, parking, number of employees, and outward signs of a business being conducted on the property (such as unusual amounts and types of playground structures). Laura Sjolander said she was still deciding whether to start a daycare business and would return to the Board if she decides to do so.

Don Dubrulle made a motion to adjourn and David Martella seconded. The meeting adjourned at 7:05 pm

The next Planning Board meeting will be Thursday, July 16 at 6:00 pm at the District Office

Respectfully submitted,
Kristi Garofalo