

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
June 9, 2016
*UNAPPROVED***

Call to Order: Chairman Don Dubrule called the meeting to order at 6:06 pm.

Roll Call: Don Dubrule, Mike Roberts, Mike Bonanno, Robert Roudebush and David Martella were present. Bob Long and Jeff Davis were present as guests.

Approval of Minutes

- **May 5, 2016:** Robert Roudebush moved to approve, Mike Bonanno seconded; motion passed.

Approval of Agenda: Don Dubrule moved to consider the Kennedy application first since Jeff Davis was present as their representative. Robert Roudebush seconded and the motion passed. Mike Bonanno moved to add “Comments of the Public” and “Comments of Planning Board Members” to the current and future agendas. Robert Roudebush seconded and the motion passed. Mike Bonanno moved to approve the agenda with the changes; Mike Roberts seconded and the motion passed. Don Dubrule designated alternate David Martella as a voting Board member for the meeting.

Permit Application – Kennedy – Deck: The Board reviewed the application for a 12 x 36 foot south side deck with a roof and a 6 x 15 foot deck on the east side. Mike Bonanno asked if the new deck would be built over the septic tank as shown on the drawing; Jeff Davis said the deck footing will not disturb the tank. Mike Bonanno asked for details and a legend to be added to the drawing showing what the different symbols meant. Jeff Davis made changes and added other details as requested. David Martella moved to approve the application; Robert Roudebush seconded. The motion passed.

Permit Application – Lamm – Dock and Deck: Don Dubrule reported the Special Exception for the dock was approved by the ZBA; he was concerned about how to track the installation. After discussion, the Board agreed that for the Lamm Special Exception, Karen Rajsteter should sign it as ZBA chairperson, Kristi Garofalo will add it to the zoning officer’s report, and the zoning officer will sign off for both projects on the Zoning Compliance Checklist. The Board further agreed the zoning ordinance language about Special Exceptions needed clarification in a zoning ordinance amendment. Don Dubrule directed ***Kristi Garofalo to add the subject to the agenda under Old Business for the next meeting.***

Other Zoning Permit Applications:

- **Prater – Deck** – Kristi Garofalo reported she was able to verify the lot purchase through the Registry of Deeds. Mike Bonanno moved to remove the permit from the report; Don Dubrule seconded and the motion passed.
- **Johanson – Shed** – The Board reviewed the application packet. After a brief discussion, David Martella moved to approve the application. Robert Roudebush seconded and the motion passed.

Review of Zoning Permits Report:

- **Long – New Home** – Zoning officer report noted roof work has started
- **Krull – Addition** – Zoning officer report noted exterior siding work has started. Kristi Garofalo said the Krulls asked for a permit extension. Robert Roudebush moved to grant the request with a new expiration date of December 2016. Mike Bonanno seconded and the motion passed.
- **Roberts – Addition** – Zoning officer report noted permit just issued; Mike Roberts said construction has started.
- **Sjolander – Shed** – Zoning officer report noted the permit was just issued.
- **Porter – Shed** – Zoning officer report noted the project is complete. Mike Bonanno moved to remove the permit from the report; Robert Roudebush seconded and the motion passed.
- **Lamm – Deck/Dock** – See above under Permit Applications.

Review of Incident Reports:

- **Ciotti – Swiftwater Circle – Property in Disrepair:** No change
- **Prater – Lakeside Drive – Deck:** See above under Other Zoning Permit Applications
- **Edwards – Valley Road – Unregistered Vehicle:** Kristi Garofalo is contacting owner with help to remove the car.

- **Weeks – Pawtuckaway Drive – Unpermitted Shed:** Robert Roudebush reported NH Fish & Game is involved because of bear activity caused by improperly stored trash. He spoke to the homeowners and was told they would clean up the area. He said he is seeing some signs of clean up this week. The Board agreed to keep the property on the tracking report for yard debris and drop the notation about the unpermitted shed.
- **Pixley/Jenks – Swiftwater Circle – Camper on Lot:** Robert Roudebush reported the District's attorney, Bernie Waugh, feels zoning ordinance Section 406.8 (no trailers allowed) was not legally enforceable, but 5 or 6 other sections of the Zoning Ordinance could be used in this situation. **Robert Roudebush will work with Stan Borkowski on a complete and current report of violations to be sent to Bernie Waugh for further action.**
- **Wright – Bear Road – Lot Clear Cut:** Robert Roudebush reported Bernie Waugh said the Zoning Ordinance section regarding clear-cutting was difficult to enforce legally and did not recommend following through on this issue. Robert Roudebush said the commissioners would decide at their meeting whether to continue towards litigation.
- **Windsor Lane – Sorrentino – Livestock on Site:** Mike Bonanno said no chickens have been heard recently and he moved to take the incident off the tracking report. Robert Roudebush seconded and the motion passed.
- **Heartt – Wildcat Drive – Driveway Access:** Bob Long said the homeowner accesses the back storage shed on occasion, but is not creating a second driveway. Mike Bonanno moved to take the incident off the tracking report. Robert Roudebush seconded and the motion passed.

Old Business:

- **Maintenance/Rebuild Requirements – Accessory Definition: Tabled**

New Business:

- **Meeting Time/Day Change:** Robert Roudebush reported he met with Stan Borkowski, Don Dubrule and Bob Long, and they found Stan Borkowski is open to attending Board meetings. Daytime afternoon meetings would be best for him, or he could possibly "phone in" for meetings. The Board agreed to consider changing their meeting day/time, but were concerned daytime meetings would be difficult for applicants. **Kristi Garofalo will get feedback from applicants about meeting preferences; Robert Roudebush will talk further to Stan Borkowski about his preferences.**
- **District Mowing and Office Septic Cleaning:** Tom Eighmy sent an email suggesting the District cease mowing District land within 15 feet of the lakes and that the office septic system should be cleaned once a year rather than once every three years. During discussion, the Board found out that mowing of the causeway and spillway are required by the state for dam maintenance purposes. The Board also discussed the requirements for septic cleaning; Kristi Garofalo said septic cleanings are required every four years for all District homes; lakeside homes are encouraged to have their septic systems done every three years. She said the District office building is done every three years as well. The Board considered that the office building gets heavy use for the ten weeks of the season, but has much lighter use the rest of the year with only two District employees. The Board agreed cleaning and inspecting the septic system every three years was sufficient. Don Dubrule will pass the Board's response along to Tom Eighmy.

Comments of the Public: Kristi Garofalo reported a new owner is moving into a home on Brookfield Drive and there will be a large storage container in the yard temporarily (about a week) as they unpack. The Board discussed the report of trash at the end of Hilltop View; Bob Long said that area was outside the District. Robert Roudebush asked that residents with complaints or concerns be asked to fill out an Observation/Incident Report to aid in recording, tracking and follow-up.

Comments of Planning Board Members: Robert Roudebush reported he recently handled a motorized watercraft on the lakes incident and was asked by the offenders where the rule was posted. He suggested posting the rule three or four places around the lakes. Mike Bonanno moved to recommend to the commissioners that such signs be posted; Robert Roudebush seconded and the motion passed.

Don Dubrule moved to adjourn and Robert Roudebush seconded. The meeting adjourned at 7:45 pm.

The next Planning Board meeting will be Thursday, July 7 at 6:00 pm at the District Office.

Respectfully submitted,
Kristi Garofalo