

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
September 8, 2016
*UNAPPROVED***

Call to Order: Chairman Don Dubrule called the meeting to order at 6:03 pm.

Roll Call: Don Dubrule, Mike Bonanno, Mike Roberts and Robert Roudebush. Dale Powers, Heidi Lyman, Ryan Vizena, Mary Houde and Kevin O'Shea were present as guests.

Agenda Change: Don Dubrule made a motion to change the agenda to consider permit applications and other guest concerns first. Mike Bonanno seconded and the motion passed.

Permit Application – Powers – Shed: The Board reviewed the permit application for a previously built shed on the Powers property. After discussion, Mike Bonanno moved to approve the permit, Robert Roudebush seconded and the motion passed. ***Kristi Garofalo will fax the permit approval to the town of Haverhill.***

Permit Application – Houde – Shed: The Board reviewed the permit application documents for a shed to be built on the Houde property. After discussion, Mike Bonanno moved to approve the permit, Robert Roudebush seconded and the motion passed. ***Kristi Garofalo will fax the permit approval to the town of Haverhill.***

Permit Application/Modification – Fullbrook – Deck: The Board reviewed the homeowners request to modify the previously approved permit application to move the deck stairs from the lake side to the north side of the house. They still plan to move the stairs to the north side, but in a slightly different location and they also want to enlarge the deck by six feet along the length. Contractor Ryan Vireza was present and answered questions about the modifications from the Board. After discussion, Mike Bonanno moved to approve the permit with the modification; Robert Roudebush seconded and the motion passed. ***Kristi Garofalo will fax the revised permit approval to the town of Haverhill.***

O'Shea – Garage: While listing the O'Shea property for sale, Kevin O'Shea and realtor Heidi Lyman recently discovered the garage is in violation of current setback requirements as noted by surveyor Harry Burgess. They brought the issue to the attention of the Board to prevent problems for future buyers and gave the Board a letter from the owners of the abutting lot affected by the setback violation which indicated they had no problems with the existing situation. After discussion, it was agreed Kevin O'Shea and Heidi Lyman would bring three letters to the Mountain Lakes office. The letters would be from the current owner, the affected abutter, and the prospective owner. Each letter would assert the letter writer's knowledge of the surveyor's findings and that they had no problem with the findings. Mike Bonanno moved to approve the Board decision; Robert Roudebush seconded and the motion passed.

Permit Application – Burnham – Wood Cover: The Board reviewed the permit application documents for a recently built wood pile cover on the Burnham property. After discussion, Mike Bonanno moved to approve the permit, Robert Roudebush seconded and the motion passed. ***Kristi Garofalo will fax the permit approval to the town of Haverhill.***

Approval of Minutes

- **August 11, 2016:** Mike Bonanno moved to approve, Robert Roudebush seconded.

Approval of Agenda: Robert Roudebush moved to approve the agenda with the change to consider permit applications first as noted above; Mike Bonanno seconded and the motion passed.

Zoning Officer Communication: The Board discussed ongoing efforts to continue improving communication with zoning officer Stan Borkowski; all acknowledged that Stan Borkowski has been busy with increased demands from one of his other employers as well as health issues within his family. The Board agreed ***Mike Roberts will talk to Don Drew about setting up a conference call connection for times when Stan Borkowski is unable to attend a Board meeting. Robert Roudebush will contact Stan Borkowski to make sure he would be comfortable with such an arrangement.***

Review of Zoning Permits Report:

- **Long – New Home** – Zoning officer report: No change. Per Board: add “work continues-no change”
- **Krull – Addition** – Zoning officer report: No change. Per Board: add “work continues – no change – extension of expiration date may be needed.”
- **Roberts – Addition** – Zoning officer report: Working on interior. Per Board: add “working on interior and siding.”
- **Sjolander – Shed** – Per Board: Complete – Drop from report
- **Lamm – Deck/Dock** – Per Board: Complete – Drop from report
- **Johanson – Shed** – Per Board: Complete – Drop from report
- **Kennedy – Deck** – Per Board: Complete – Drop from report
- **Dawson – Shed** – Per Board: Complete – Drop from report
- **Tow/Micicche – Deck** – Zoning officer report: Permit recently approved. Per Board: have zoning officer do follow-up site visit; confirm project is complete.
- **Fullbrook – Deck** – Permit approved (see above); zoning officer to follow progress.
- **Powers – Shed** – Shed previously built; permit approved (see above); zoning officer to follow up
- **Burnham – Wood Cover** – Structure previously built; permit approved (see above); zoning officer to follow up
- **Houde – Shed** – Permit approved (see above); zoning officer to follow progress

Review of Incident Reports:

- **Ciotti – Swiftwater Circle – Property in Disrepair:** Per Board: add “property recently subject of vandalism according to Haverhill Police Department; house was broken into and copper stolen according to commissioner Robert Roudebush. Otherwise no change.”
- **Edwards – Valley Road – Unregistered Vehicle:** Per Board: add “MLD issued Notice of Violation on unregistered vehicle – Notice to be hand delivered and mailed quoting zoning ordinance Section 405 ‘no unregistered vehicle, unless garaged, will be permitted on any lot.’” Don Dubrule moved to issue the NOV; Mike Bonanno seconded and motion passed.
- **Weeks – Pawtuckaway Drive – Yard Debris:** Per Board: add “after NOV issued on 6/28/16 some effort to clean up yard and secure dumpster lid was noticed, but yard remains in violation. The Board agreed to instruct the District’s legal counsel to proceed with a “lawyer letter” to the homeowner regarding this violation and also inform homeowner that recently completed shed needs exterior finishing to avoid violation.
- **Pixley/Jenks – Swiftwater Circle – Camper on Lot:** Per Board: add “after first lawyer’s letter issued on 7/18/16, phone contact was made by owner of record to the attorney’s office disclaiming responsibility, but shortly after the camper was moved. Lot remains in violation of Section 406.7 and a second lawyer’s letter was issued 9/7/16.”
- **Wright – Bear Road – Lot Clear Cut:** Per Board: all agreed to have zoning officer check that excavator has been removed; then drop incident from tracking list.
- **Davis – White Mountain Drive – Boat in Yard:** Per Board: add “after several communications with Stan Davis by phone and email, the boat remains on the lot. NOV issued by commissioners 9/6/16.”
- **Burnham – French Pond Road – Unpermitted Structure:** Per Board: add “contractor prepared zoning permit paperwork, permit approved 9/8/16.” (see above)
- **Sorrentino – Windsor Lane – Livestock:** The Board discussed an Observation/Incident Report regarding the sound and smell of chickens at this property and agreed ***Kristi Garofalo will ask the zoning officer to check the property.***

Old Business:

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

New Business: None

Comments of the Public: None

Comments of Planning Board Members: None

The meeting adjourned at 7:35 pm. The next Planning Board meeting will be Thursday, October 6 at 6:00 pm.

Respectfully submitted,
Kristi Garofalo