

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
September 21, 2017
*UNAPPROVED***

Call to Order: Chairman Robert Roudebush called the meeting to order at 6:00 pm.

Roll Call: Robert Roudebush, Don Dubrule and Mike Roberts present - Robert Roudebush declared a quorum. Also present were alternate member David Martella, Zoning Officer "Fin" Finnegan, and guests Karen Hall and Bob Long.

Approval of Minutes

- **August 17, 2017:** Mike Roberts moved to approve, Robert Roudebush seconded. Motion passed.

Approval of Agenda: Don Dubrule moved to approve the agenda with the amendment to put Comments of the Public first. Mike Roberts seconded and the motion passed.

Comments of the Public: Special guest Karen Hall said she is working with a realtor to purchase a lot for a kit home from Coventry Homes, but questioned whether the home will work with Mountain Lakes' requirements. The lot is in a named section which requires a minimum of 900 sq. ft. habitable space, but the plan she wants is 720 sq. ft. Due to health issues, she prefers the smaller size as it would be easier to maintain. The Board told her she could purchase in a numbered section as the square footage would be within requirements there, but Karen Hall said the higher elevations are better for her health and she is on a limited budget. The Board agreed she would need a variance from the Zoning Board of Adjustment to build the home she wants on the named section lot. Robert Roudebush explained the ZBA variance procedure to her and encouraged her to return to the Board if she had any other questions or concerns.

Zoning Permit Applications:

- **Correnti – Dartmouth Road – Entry Overhang:** The Board agreed the proper time mandate has passed and the previous conditional approval is now full approval.
- **Gilbertson – Lakeside Drive – Deck Modification:** The Gilbertsons recently purchased the home and wish to re-do the deck walkway from the parking area so it is straight across rather than down-across-up to the front door. The Board reviewed the permit application and supporting documents and agreed they had no concerns about setback violations. Zoning Officer Finnegan reported he investigated and recommends approval. Mike Roberts moved to approve and Don Dubrule seconded. Motion passed.

Review of Zoning Permits Report:

- **Long – New Home – ZO Report:** Three exterior sides fully enclosed, back side not yet enclosed.
- **Krull – Addition – ZO Report:** Small section above roofline not enclosed, exterior work in progress. ZO Finnegan said he made two attempts to contact homeowners about a permit extension request with no response. The Board agreed ***ZO Finnegan will continue attempts to contact.***
- **Roberts – Addition – ZO Report:** Work appears done pending confirmation from homeowner. Mike Roberts confirmed the project is finished and the Board agreed to remove it from the report.
- **Martella – Shed – ZO Report:** Permit just issued, framing up, work progressing quickly.

Review of Incident Reports:

- **Weeks – Pawtuckaway Drive – Shed Finish:** ZO Report: Previous report in error - shed exterior is only partially enclosed (on two sides facing the road) with wood siding – exterior is not painted or finished. ZO Finnegan attempted to contact the homeowner with no response. The Board agreed ***ZO Finnegan will continue to try to contact the homeowner and also monitor the property.***
- **Cole – Windsor Lane – Unsecured Trash:** ZO Finnegan reported he investigated a complaint regarding trash stored improperly and was a bear nuisance. He said the trash was located in the driveway, very close to the house.

He tried to contact the owner without response. The Board agreed to issue a Notice of Violation; ***Kristi Garofalo will create the NOV for ZO Finnegan to sign; ZO Finnegan will post a copy on the property.***

- **Nadeau/Molin – French Pond/Simonds Road – Campsite:** Kristi Garofalo noted a local handyman was hired to do the cleanup of the property. ZO Finnegan reported he inspected the site and all debris has been removed. The Board agreed to remove it from the report.
- **Taber – French Pond Road – Advertising Sign:** ZO Finnegan reported he contacted the construction firm about the sign and was told they would remove it, but it is still there. The Board agreed to issue a Notice of Violation; ***Kristi Garofalo will create the NOV for ZO Finnegan to sign; ZO Finnegan will post a copy on the property.***

Old Business:

- **Master Plan Final Modifications:**

- Mike Roberts noted there is no mention about going to the District website for more recent VLAP information and submitted two sentences for addition to the Master Plan. The Board agreed to add them if Tara Bamford can make the change. ***Kristi Garofalo will send the changes to Tara Bamford. She will also put the 2016 VLAP information on the website.*** Mike Roberts noted other spacing and hyphenation errors – ***Kristi Garofalo will send that list to Tara Bamford as well.***

New Business: None

Comments of the Zoning Officer:

- The Lodge dumpster looks pretty bad due to bear abuse – ***Kristi Garofalo will ask Don Drew about getting a bear proof dumpster.***
- Property on Lakeside Drive is under new ownership and owners are doing extensive interior remodeling along with major tree cutting/yard cleanup – is a permit needed? The Board agreed no need for permit unless making exterior changes to the structure.
- Talked to the lot owner on Newport Drive about the “for sale” sign and it was removed.

Comments of Planning Board Members:

David Martella – reported tree cutting on the corner of Kearsarge and Hanover Drives may possibly be on the neighboring lot owned by the Town of Haverhill. ***Robert Roudebush will contact the Town about the Board’s concerns that someone may be cutting on Town property.***

Robert Roudebush –contacted the realtor about the “for sale” sign on French Pond Road and it was removed.

Mike Roberts – noted the preliminary results from the second VLAP testing in August were better than the July testing – E Coli and other levels were down – final report to be available soon.

Don Dubrule – suggested setting a goal of presenting changes to be made to the zoning ordinance at the 2018 Annual Meeting. He suggested the Board create a plan to identify, prioritize and work on the changes. Robert Roudebush said Tara Bamford offered to help with rewriting the zoning ordinance at a cost of \$2500. After discussion, ***it was agreed all Board members would consider the following to be discussed at the next meeting: 1) whether to hire Tara Bamford to help with the re-write 2) to consider the top two or three specific changes and bring them to the next meeting 3) whether to ask for the \$2500 to be included in the next budget along with more funding for the Planning Board Legal Expenses Capital Reserve Fund.***

Next Meeting Date and Time: The Board briefly discussed changing the meeting time to 6:30 pm if it would be useful for ZO Finnegan, but he said the current time is fine. The next meeting will be Thursday, October 19 at 6:00 pm.

Adjournment: Mike Roberts moved to adjourn; Robert Roudebush seconded. The meeting adjourned at 7:17 pm.

Respectfully submitted,
Kristi Garofalo