

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
August 30, 2018
*UNAPPROVED***

Call to Order: Vice Chair Mark Johanson called the meeting to order at 5:57 pm.

Roll Call: Mark Johanson, Mike Roberts, and Don Dubrule were present along with alternate members Thomas Eighmy and David Martella. Walter Hunt and Bob Long were present as guests, and Community Planning Consultant Tara Bamford was also present. Zoning Officer “Finn” Finnegan was absent. Mark Johanson designated Thomas Eighmy and David Martella as full voting members for the meeting and declared a quorum.

Approval of Minutes

- **July 19, 2018:** Don Dubrule moved to approve; Mike Roberts seconded and motion passed.

Approval of Agenda: Mike Roberts moved to approve; David Martella seconded and motion passed.

Zoning Permit Applications:

- **Johanson – Garage** – Mark Johanson appointed Don Dubrule as temporary chair and recused himself. The Board reviewed the application and noted there was no recommendation from the zoning officer. Since ZO Finnegan was absent, Mike Roberts moved to conditionally approve the permit pending receipt of the recommendation. David Martella seconded, motion passed. After the vote, Mark Johanson resumed the chair.
- **Bower – Dock and Shed** – ZO Finnegan previously reported the homeowner needed a new DES notification due to the replacement dock being made of different material (aluminum). He also reported the plot plan provided doesn’t show an accurate location of the proposed shed. Since ZO Finnegan was absent, the Board agreed to table the permit application until the information can be provided.
- **Pugh – Shed** – Kristi Garofalo said the permit application was found in a recent review of active applications and noted it has not been reviewed by the Board. The Board reviewed the application and noted information regarding the location and setback dimensions were missing from ZO Finnegan’s information. The Board agreed to table the permit pending receipt of the information from ZO Finnegan. ***Kristi Garofalo will make sure the permit is added to the tracking form.***

Review of Zoning Permits Report:

- **Krull – Addition** – ZO Report: No return emails or calls. No answer at door. The Board agreed to continue attempts to contact.
- **Correnti – Entry Overhang** – ZO Report: No paint/stain on finished portion. ***ZO Finnegan will contact homeowner. Robert Roudebush said he will contact the homeowner who is his neighbor.***
- **Gilbertson – Deck** – ZO Report: Two handrail portions are not painted/stained. The Board agreed to continue to monitor. ***Kristi Garofalo to give homeowner’s info to Mark Johanson so he can contact homeowner.***
- **Sjolander – Porch Enclosure** – ZO Report: Old deck that was above new construction has been removed. The Board agreed that if ZO Finnegan signs off on the project, it can be removed from the report.
- **Smith – New Home** – ZO Report: Majority of framing is up; work is progressing. Continue to monitor.
- **Meddaugh – Entry Overhang** – ZO Report: Structure completes, pending paint/stain. Continue to monitor.
- **Bower – Dock/Shed** – See above notes.

Review of Incident Reports:

- **Weeks – Pawtuckaway Drive – Shed Finish:** ZO Report: No answer at door. Office Report: Bob Long reported he spoke to the homeowner who said he prefers a natural look and does not want to paint the shed. The Board discussed that two sides of the shed are finished where the public can see them, but the “non-public” sides have not been finished. The Board agreed to continue to monitor for finishing, not for paint stain. ***Kristi***

Garofalo will draft a letter to the homeowner notifying them of the Board's decision and forward it to Mark Johanson for approval and to ZO Finnegan for signature once approved.

- **Mantia – Vernon Drive/Killer Hill – Tree Clearing** – The Board agreed the recent tree cutting along Killer Hill needed to be cleaned up and the area seeded to avoid runoff in the Lakes. Bob Long said the homeowner had plans to do it but ran into a problem with the original contractor. A new contractor plans to begin the project in mid-September. The Board agreed **Kristi Garofalo will draft a letter for Mark Johanson's approval to notify the homeowner of the Board's decision and give a Sept. 30 deadline to complete the project.**
- **FHL Properties – Lakeside Drive – Tree Clearing** – The Board agreed the lot should be cleaned up and seeded. The Board also agreed **Kristi Garofalo will draft a letter for Mark Johanson's approval to notify the homeowner of the Board's decision and give a Sept. 30 deadline to complete the project.**

New Business:

- **New Board Members and Meeting Date/Time:** Walter Hunt and Robert Roudebush expressed interest in filling vacancies on the Board and the Board agreed to ask the commissioners to appoint them at the next meeting on Sept. 10. Mark Johanson explained Board chair Mike Bonanno had a change in his work schedule and can no longer attend evening meetings. The Board discussed the possibility of afternoon meetings and agreed that would not work since ZO Finnegan worked days and his presence was needed. The Board also discussed meeting on the weekends – there was no interest in that possibility. They agreed to continue to meet on the third Thursday of the month at 6:00 pm. Mike Roberts said he had a conflict with the October meeting date and asked if it could possibly be changed. The Board agreed the third Tuesday (Oct. 16) might work instead; **Mike Roberts will check his schedule to confirm that date and let the other Board members know. Mark Johanson will talk to Mike Bonanno about the Board's decision on meeting date/time.**

Old Business:

- **Zoning Ordinance Revision:** Tara Bamford led the Board members through a discussion on several elements that could be added to the zoning ordinance. The discussion included the following points:
 - **LIGHTING:** Board members agreed to expand existing lighting restrictions. **Kristi Garofalo will get Eversource contact info to Mark Johanson; he will contact them regarding the District's street lights.**
 - **AQUIFERS:** Tara Bamford explained the Haverhill Wetlands & Aquifers ordinance doesn't cover all MLD; she advised the Board to leave it out of the MLD zoning ordinance because it doesn't help MLD.
 - **VEGETATIVE BUFFERS/SHORELINE OVERLAY DRAFT:** Tara Bamford provided a draft for discussion based on NH Shoreland regulations. The Board agreed to a 10-foot setback (no structures or vegetation cutting except for exceptions noted in the draft) from all streams 2nd order or higher and a similar 25-foot setback along the Lakes. Tara Bamford explained Waterman Brook is the only MLD stream recognized on the state map. **Mike Roberts will look for a map showing other MLD streams of 2nd order or higher.**
 - **EROSION CONTROL:** The model ordinance for steep slope protection was discussed.

Tara Bamford will incorporate all the discussed changes into the first full draft for the Board to review at their Sept. 20 meeting. The Board agreed to aim for a public hearing in October on the draft zoning ordinance if all is ready.

Comments of the Zoning Officer: NONE

Comments of Planning Board Members: NONE

Comments of the Public: NONE

Next Meeting Date and Time: Thursday, September 20 at 6:00 pm.

Adjournment: Don Dubrule moved to adjourn; Mike Roberts seconded. The meeting adjourned at 7:58 pm.

Respectfully submitted,
Kristi Garofalo