

**MOUNTAIN LAKES DISTRICT  
PLANNING BOARD – SPECIAL MEETING  
APRIL 30, 2018  
\*UNAPPROVED\***

**Call to Order:** Chairman Mike Bonanno called the meeting to order at 6:00 pm.

**Roll Call:** Mike Bonanno, Don Dubrule, Mark Johanson and alternate David Martella were present – Mike Bonanno moved to designate David Martella as a full voting member for the duration of the meeting and Mark Johanson seconded. The motion passed and Mike Bonanno declared a quorum.

The Board members briefly discussed Robert Roudebush's resignation from the Board and their thoughts on recruiting new members. Don Dubrule made a motion to designate David Martella as a full voting member until a replacement for Robert Roudebush is found. Mike Bonanno seconded and the motion passed.

**Planning Services Agreement – Tara Bamford – Zoning Ordinance Revision**

The Board discussed the latest revisions requested by Tara Bamford to the proposed Services Agreement:

- **I. Scope of Services, #3:** add the phrase “by Planning Board and review by District legal counsel”
- **I. Scope of Services, #6:** add the sentence “ZBA members, Commissioners and other interested parties may be invited to this meeting.”
- Re-number the steps in section “I. Scope of Services” to read #1 - #12 as originally numbered.

With those changes made, the Board agreed to recommend the agreement to the Commissioners for signing. ***Kristi Garofalo will send the Agreement to Tara Bamford and the Commissioners, and put it on their May 14 agenda for final approval and signing.***

**Zoning Ordinance Changes – Project Plans**

The Board discussed areas of the current zoning ordinance they felt should be considered for change or deletion, including sections on clear-cutting, camping/RVs, and accessory use of structures. The Board also discussed use of the Covenants & Easements vs. the zoning ordinance and agreed part of their intent was to incorporate some items of the C & E into the zoning ordinance in a way that would make them enforceable. They also agreed to the following guidelines as they move forward on the project:

- a) if it can't be enforced, take it out
- b) the revised ordinance must conform to state law
- c) the revised ordinance should be as specific as possible (i.e. measuring criteria should be spelled out in detail)
- d) an introduction for each section or individual article should be included that states the reason for the regulation (i.e. setbacks help ensure privacy and fire safety).

The Board also discussed questions they have for Tara Bamford and agreed ***Mike Bonanno will send Tara Bamford an email with the following questions:***

- 1) What does she want to accomplish in each meeting?***
- 2) Do the Board members need to do any specific homework before the first meeting on May 17?***
- 3) Since many issues were raised in the recent update of the Master Plan, can its' recommendations (especially those for land use) be used as a guide in the zoning ordinance revision?***
- 4) How much time should be set aside from each meeting to work on the zoning ordinance?***
- 5) Can we have a basic review: what is an ordinance, what can be regulated by the zoning ordinance, etc.?***

**Adjournment:** Mark Johanson moved to adjourn; Mike Bonanno seconded. The meeting adjourned at 6:48 pm.

Respectfully submitted,  
Kristi Garofalo