

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
August 15, 2019
*UNAPPROVED***

Call to Order: Vice Chair Don Dubrule called the meeting to order at 6:30 pm.

Roll Call: Don Dubrule, Polly Bonanno, Mike Roberts and alternate David Martella were present along with Zoning Officer “Finn” Finnegan. Don Dubrule designated David Martella as a voting member for the meeting and declared a quorum.

Public Present: Joe McQueeney, Jason Carman and Kristin Carman.

Approval of Minutes

- **July 18, 2019:** Mike Roberts moved to approve; David Martella seconded, and motion passed.

Approval of Agenda: Don Dubrule moved to add “Sheehan – Dock” as an item for discussion under New Business; Polly Bonanno seconded and the motion passed. Don Dubrule moved to review the Carman permit application first; David Martella seconded and the motion passed. Mike Roberts moved to approve the agenda with both amendments; David Martella seconded and the motion passed.

Zoning Permit Applications:

- **Carman – House:** The Board reviewed the application documents and noted the submission did not meet the two-week minimum until August 20. After discussion, David Martella moved to approve the application with the condition that the two-week minimum be met on August 20. Mike Roberts seconded and the motion passed. ***On August 20, Kristi Garofalo will fax the paperwork to Haverhill.***
- **McQueeney – Deck:** The Board reviewed the application documents and noted the project would replace the old deck, add 4 feet to the length, and raise the height 6-8” so the deck will be level with the door. After discussion, Polly Bonanno moved to approve the application with the condition that the two-week minimum be met on August 19. Mike Roberts seconded and the motion passed. ***On August 19, Kristi Garofalo will fax the paperwork to Haverhill.***

Review of Zoning Permits Report:

- **Smith – New Home:** ZO Report: Work site active. Painting in progress. Continue to monitor.
- **Hunt – Shed:** ZO Report: ZCC complete; ok to remove from tracking report.
- **Johanson – Garage:** ZO Report: ZCC complete; ok to remove from tracking report.
- **Heartt – Deck:** ZO Report: Dumpster on site. Continue to monitor.
- **Drew – Shed:** ZO Report: No visible progress from road. Continue to monitor.
- **Krull – Deck:** ZO Report: Uncovered footings. Continue to monitor.
- **Sheehan – House & Shed:** ZO Report: Site still being actively worked for construction. The Board discussed the work done and the new dock installed without a special exception. The Board agreed ***Kristi Garofalo will draft a letter stating the Board’s concerns about the dock, the slope of the lot, the septic design and the amount of land disturbed, and also noting the need to file for an amended permit for project changes and requesting the owner’s presence at the Sept. 19 Planning Board meeting to discuss Board concerns.*** Continue to monitor.
- **Cox – Garage:** ZO Report: Majority of trusses on frame. Continue to monitor.
- **Davis – Change of use:** ZO Report: Dirt work appears completed. Continue to monitor.
- **Hakola – Garage:** ZO Report: Dirt work begun for slab. Continue to monitor.
- **Delgrego – Shed:** ZO Report: No visible progress from road. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Yard Debris:** ZO Report: Minor improvement of driveway clutter. After discussion, the Board agreed ***ZO Finnegan will bring photos to the next meeting for discussion.*** Continue to monitor.
- **Jock – Yard/Debris/Trash:** ZO Report: Dumpster not overflowing, no visible trash/debris outside of container. bungee cord secured, no visible trash. Continue to monitor.
- **Sorrentino – Cluttered Yard:** ZO Report: Subject property is lined by roads on two sides. Multiple trailers and vehicles present. Continue to monitor.

- **Bazonski** – Non-Permitted Construction: ZO Report: Stairs added to side of front deck. “No Trespassing” signs located on property. After discussion, the Board **agreed Kristi Garofalo will draft a letter for ZO Finnegan’s signature regarding the need for a permit and will mail it after it’s signed.**

Old Business:

- **Survey Maps:** The Board agreed this item remained tabled.
- **Implementation Needs:** Board members agreed they received email information re: private roads, non-confirming properties, etc. from Don Dubrule and will review it for discussion at the September meeting.
- **Swimming Pools:** Don Dubrule said he will send past research on swimming pools to Board members. ZO Finnegan reported he found three pools in the District (all above ground) after actively looking for them. After discussion, the Board agreed to consider sizes of pools to be permitted. Mike Roberts will work on a draft of a proposed zoning ordinance change on pools; Polly Bonanno will research pool regulations in other areas/ municipalities.
- **295 Valley Road – Shed Habitation:** Questions have been raised as to whether the shed on the property is being used as residential space. ZO Finnegan said his site visit showed no sign of human habitation of the shed, but was told the dog is left there when owners are away which explains the air conditioner. Kristi Grofalo reported a letter from chair Robert Roudebush was sent to the homeowner thanking them for their cooperation in the site visit. The Board agreed there is no need to monitor the property any longer.
- **Planning Board Basics Webinar:** Kristi Garofalo reminded Board members information about a one-hour NHMA “Planning Board Basics” webinar on Sept. 4. Board members can register and participate in the webinar if desired.

New Business:

- **Larsen OIR (Observation/Incident Report):** (Note: David Martella recused himself as a Board member for the discussion on this issue. He did speak as a concerned resident.) ZO Finnegan reported he spoke with the Larsens about their boundary concerns as noted in the OIR they filed, but felt they weren’t satisfied with his answers. David Martella said the lot they are concerned about was merged with 9 of his other lots and boundary pins are in place on his lots. The Board agreed they have no authority to get involved. **Kristi Garofalo will draft a letter for Robert Roudebush’s signature regarding the Board’s lack of authority in this issue and will mail it after it’s signed.** (David Martella returned to the Board.)
- **Fallon OIR:** The OIR noted the deck work being done on the home includes a new roof. After discussion, the Board agreed **Kristi Garofalo will draft a letter for ZO Finnegan’s signature to the homeowner citing Sec. 1001.B of the zoning ordinance regarding demolition and construction without a permit.**
- **Camping OIR:** The OIR noted the unimproved lot has been used for overnight camping stays in past years, but this year camping went on for several days, burning tiki torches were left unattended, a fire ring was used, and a boat is now parked there. After discussion, the Board agreed **Kristi Garofalo will draft a letter for ZO Finnegan’s signature citing Sec. 509.10 of the zoning ordinance re: camping and also noting the need for fire permits.**

Comments of the Zoning Officer: NONE

Comments of the Board: Polly Bonanno said the number of conditional approvals she’s seen since returning to the Board concern her and she encouraged consistent treatment of applications. David Martella said the Carman application file was the most complete application he’s seen and said the Board needs to look at requiring full information on all permits rather than lowering standards and requirements.

Comments of the Public: NONE

Next Meeting Date: Thursday, Sept. 19 at 6:30 PM at the District Office.

Adjournment: David Martella moved to adjourn; Mike Roberts seconded. The meeting adjourned at 8:46 pm.

Respectfully submitted,
Kristi Garofalo