

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
February 5, 2015
*UNAPPROVED***

Call to Order: Chairman Don Dubrule called the meeting to order at 5:42 pm.

Roll Call: Don Dubrule and Chris Demers were present.

Approval of Minutes: Chris Demers moved to approve the minutes, Don Dubrule seconded and motion passed.

Zoning Permit Applications: None

Review of Zoning Permits Report:

- **Sjolander:** The addition is complete, but has not been signed off yet according to the zoning officer report.
- **Jackson:** The house is complete, but zoning officer has not signed off yet according to the zoning officer report.

Review of Incident Reports:

- **White Mountain Ext. – Killer Hill – Horne/Farr:** *Chris Demers said he will ask Bob Long to contact the owners again and ask about plans for the slash pile.*
- **Lakeside Drive –Prater (formerly Molnar):** The Board agreed to keep this incident on the list for continued monitoring.
- **Swiftwater Circle – Ciotti:** Kristi Garofalo reported New England Electric Co-Op called to notify the office that all electric has been shut off to the property for safety because no response has been received from owner about required repairs. A copy of the most recent letter to the owner has been attached to the front door in case the owner or caretaker visits.
- **Stratford Drive – Davis:** Kristi Garofalo reported no response has been received from the homeowner regarding the need for further information in order to move forward on the permit application. *Kristi Garofalo will send a reminder letter with a blank lot drawing for the owner to put dimensions on.*

Old Business:

- **Master Plan:** Don Dubrule said a work plan needs to be developed for updating the current master plan and suggested creating an advisory committee to work with the Planning Board. *Kristi Garofalo will send out an email to recruit members.* Discussion was held that eight members would be ideal and meetings could be held the same night as Planning Board meetings, but start at 6:30pm.
- **Zoning/Mapping Standardization:** Don Dubrule said he talked to Franco at Cartographics in Littleton regarding having a new map made. Franco told him the database is owned by the town of Haverhill, but Franco said he would contact to the town to see what possible choices are available. **Tabled**

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

New Business: NONE

Don Dubrule made a motion to adjourn and Chris Demers seconded. The meeting adjourned at 6:15 pm

Note: The next Planning Board Meeting is scheduled for Thursday, March 5 at 5:30 pm.

Respectfully Submitted,
Kristi Garofalo