

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
October 19, 2017
*UNAPPROVED***

Call to Order: Chairman Robert Roudebush called the meeting to order at 5:59 pm.

Roll Call: Robert Roudebush, Don Dubrule and Mike Bonanno were present - Robert Roudebush declared a quorum. Also present were alternate member David Martella, Zoning Officer "Fin" Finnegan, and guest Ethan Sjolander

Approval of Minutes

- **September 21, 2017:** Don Dubrule moved to approve, Robert Roudebush seconded. Motion passed.

Approval of Agenda: Mike Bonanno moved to approve the agenda; Don Dubrule seconded and the motion passed.

Mike Bonanno moved David Martella be designated as a voting member in place of Mark Johanson for the duration of the meeting. The motion died after discussion about the need and legality of such designation. Don Dubrule later brought RSA 673.11 regarding Board alternate members to the Board's attention. After further discussion, Robert Roudebush designated David Martella as a full voting member of the Board for the duration of the meeting.

Zoning Permit Applications:

- **Sjolander – Porch Enclosure:** The Board reviewed the zoning permit application paperwork and noted the proposed change in the size of the porch (from 6 ½ to 8 feet wide) on a structure that is in violation of the side setbacks, but was "grandfathered" in. Ethan Sjolander said they had just completed the purchase of the next lot over. Discussion of alternatives followed – to do a voluntary lot merger or a lot line adjustment – and Mike Bonanno suggested the Sjolanders talk to Jo Lacaillade at the town office about the tax impact of merging the lots. They could then talk to Kristi Garofalo and request a special Planning Board meeting before the regularly scheduled Nov. 16 meeting. Mike Bonanno moved to table the application; Robert Roudebush seconded and the motion passed.
- **Smith – New Home:** The Board did a preliminary review of the application documentation and agreed to place it on the agenda for the November meeting.

Review of Zoning Permits Report:

- **Long – New Home – ZO Report:** back side not enclosed; homeowner plans on having it completed prior to expiration date of permit.
- **Krull – Addition – ZO Report:** Exterior work in progress. Homeowner didn't allow ZO to examine rear of building.
- **Correnti – Entry Overhang –** Extension work completed, pending stain/paint
- **Martella – Shed – ZO Report:** Work is completed on the shed. Clean up is on progress, pending ZO measurements to lot lines. Zoning Officer Finnegan confirmed measurements were approved and the Board agreed to remove the permit from the tracking report.
- **Gilbertson – Deck –** Work completed, pending confirmation of stain/paint

Review of Incident Reports:

- **Weeks – Pawtuckaway Drive – Shed Finish:** ZO Report: No answer at door on two occasions. The Board agreed to continue to monitor over the winter.
- **Cole – Windsor Lane – Unsecured Trash:** ZO Finnegan reported the trash has been removed from the driveway and a No Trespassing sign posted. The Board agreed to remove the incident from the report.
- **Taber – French Pond Road – Advertising Sign:** ZO Finnegan reported he discussed the sign with the homeowner and gave the NOV to the homeowner. The sign was removed by the homeowner and the Board agreed to remove the incident from the tracking report.

David Martella noted a house on King Drive was enclosing the space under their deck. **Zoning Officer Finnegan will investigate and report.** The Board also discussed a property on the east side of French Pond Road north of Monadnock Drive that may have built a new shed recently. **Zoning Officer Finnegan will investigate and report.**

Old Business:

- **Zoning Ordinance Revision:** Robert Roudebush led a discussion about revising the current zoning ordinance and whether outside help was needed for the process. Tara Bamford (formerly of North Country Council) has offered her assistance in the revision process for an estimated cost of \$2500.

Laura Sjolander entered the meeting and discussion was held about the Sjolander application noted above. Mike Bonanno moved to re-open consideration of the Sjolander application, Robert Roudebush seconded and the motion passed. A lengthy discussion followed about how to resolve the setback issues in the requested project. The Board suggested going to the ZBA for a variance for the setback violation and Laura Sjolander agreed. After explaining the ZBA process to Laura Sjolander, Mike Bonanno moved to deny the Sjolander application. Robert Roudebush seconded and the motion passed. Kristi Garofalo gave Laura Sjolander the paperwork for a variance request through the ZBA.

- **Zoning Ordinance Revision (Cont.):** The Board continued the discussion about revising the current zoning ordinance and agreed outside help was the best approach. **Robert Roudebush will create a proposal to the Budget Committee asking for \$3,000 for the zoning ordinance project and \$1,000 for the Planning Board Legal Expenses Capital Reserve Fund. Robert Roudebush will also contact Tara Bamford to let her know of the Board's plans to start the project after the annual meeting in March 2018 if funding is approved.**
- **Master Plan Update:** Kristi Garofalo reported estimates for printing the Master Plan booklets were received and reviewed by the commissioners. They chose to go with full color booklets for a cost of \$496 and the order has been placed with a proof expected soon. The final booklets should be received by the end of the month.

New Business: NONE

Comments of the Zoning Officer: NONE

Comments of Planning Board Members:

Mike Bonanno: asked if the Killer Hill homeowner would be planting grass on the newly graded area; Robert Roudebush said he spoke to the owner and he is planning to plant grass soon.

Robert Roudebush: 1) Tara Bamford listed MLD as a reference with the Town of Wolfeboro and Robert Roudebush sent a recommendation letter 2) after being told the contractor sign in her front yard needed to be removed, a resident sent several emails regarding other signs; Robert Roudebush will continue to respond to her emails. 3) a recent NOV recipient complained about the lack of personal contact before the NOV was served. After noting personal contact was attempted in this case, the Board discussed and agreed to the following procedure for NOVs: a) personal contact by phone or email b) courtesy letter signed by Zoning Officer or Board member c) NOV signed by a commissioner 4) Robert Roudebush said a gentleman contacted him about building a treehouse and asked if the MLD zoning ordinance allowed such structures. Robert Roudebush said his review of the zoning ordinance found no mention of a treehouse at all. The Board put the question on their list of questions to consider.

Next Meeting Date and Time: The next meeting will be Thursday, October 19 at 6:00 pm. Robert Roudebush will be out of town and vice-chair Mike Bonanno will lead the meeting.

Adjournment: Mike Bonanno moved to adjourn; Robert Roudebush seconded. The meeting adjourned at 7:43 pm.

Respectfully submitted,
Kristi Garofalo