

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING**

September 20, 2018

UNAPPROVED

Call to Order: Vice Chair Mark Johanson called the meeting to order at 6:02 pm.

Roll Call: Mark Johanson, Mike Roberts, Don Dubrule and Walter Hunt were present along with alternate member David Martella, Zoning Officer “Finn” Finnegan and Community Planning Consultant Tara Bamford. Mark Johanson declared a quorum.

Election of Officers: With the recent resignation of chair Mike Bonanno, Mark Johanson asked for a new election of officers. The Board elected Mark Johanson as chair and Robert Roudebush as vice chair with their terms of office to last until the regular officer elections in April 2019.

Approval of Minutes

- **August 30, 2018:** Don Dubrule moved to approve; Walter Hunt seconded and motion passed.

Approval of Agenda: The Board agreed to add the Hunt permit application to the agenda and unanimously approved the agenda with the addition.

Zoning Permit Applications:

- **Johanson – Garage –** Mark Johanson appointed Don Dubrule as temporary chair and recused himself. The application was previously approved conditionally pending receipt of the zoning officer recommendation. The Board reviewed the application and zoning officer recommendation and agreed all was complete. Don Dubrule signed the permit application as approved and Mark Johanson resumed the chair. ***Kristi Garofalo will fax the approved permit to the Haverhill Planning Board.***
- **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) and the lake name corrected to “Upper Lake”. He said he sent an email to DES but hasn’t heard anything back. Mark Johanson moved to approve the permit on the condition the DES notification is received. Mike Roberts seconded, and the motion passed. ZO Finnegan reported the shed was within side setbacks. Don Dubrule made a motion to deny the shed application due to the setback violation; Mike Roberts seconded and the motion passed. ***Kristi Garofalo will send the homeowner notification of the denial and appeal information.***
- **Pugh – Shed –** The Board reviewed ZO Finnegan’s information regarding the shed location and noted it violated the setback dimensions. Mark Johanson moved to deny the permit and Don Dubrule seconded. The motion passed. ***Kristi Garofalo will send the homeowner notification of the denial and appeal information.***
- **Hunt – Shed –** Walter Hunt recused himself. The Board reviewed the application documents and agreed the shed will be attached to the house but will not require a foundation because it will not be heated. Mark Johanson moved to conditionally approve the permit pending the zoning officer recommendation. Mike Roberts seconded and the motion passed. Walter Hunt resumed his seat on the Board.

Review of Zoning Permits Report: No Report to Review

- **Mantia – Vernon Drive/Killer Hill** – The Board asked for the status of this permit and **ZO Finnegan said he would get the updated plot and septic info for conditional approval.**

Review of Incident Report: No Report to Review

Old Business:

- **Zoning Ordinance Revision:** Tara Bamford led the Board members through a discussion of the latest zoning ordinance draft. The Board questioned several sections of the document and after lengthy further discussion, agreed the draft was not ready to be presented at a public hearing in October. **Tara Bamford will make changes as discussed and bring the revised draft to the next meeting for review.**

The Board discussed dates for the public hearing on the draft zoning ordinance. Tara Bamford said she cannot attend the regular scheduled Board meeting in November and the Board agreed they would like her to be present for the hearing. The Board discussed holding the public hearing on Wednesday, Nov. 7 if they agree at the October meeting that the document is ready. They will decide for sure at the October 16 meeting.

The Board agreed a special meeting/work session was needed to get the zoning ordinance project back on schedule. Mark Johanson asked Board members to consider either Sept. 26 or Oct. 2 for the session and watch for an email asking for feedback on which date will work.

Comments of the Zoning Officer: NONE

Comments of Planning Board Members: Mark Johanson said the District received a survey from the NH Office of Strategic Initiative and asked if anyone could help complete it by Oct. 9 since he will be out of town. The Board agreed **Mike Roberts will work on the survey with Bob Long and Robert Roudebush.**

Comments of the Public: NONE

Next Meeting Date and Time: The Board's next regular meeting date will be Tuesday, October 16 at 6:00 pm. A work session will be held prior to that meeting with the date to be announced.

Adjournment: Mark Johanson moved to adjourn; Don Dubrule seconded. The meeting adjourned at 8:16 pm.

Respectfully submitted,
Kristi Garofalo