

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING
September 19, 2019
*UNAPPROVED***

Call to Order: Chair Robert Roudebush called the meeting to order at 6:28 pm.

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

Public Present: Mike Bonanno

The Board observed a moment of silence in memory of Shaun Trapletti, a 24 year-old MLD resident, who died in a car accident earlier in the week.

Approval of Minutes

- **Aug. 15, 2019:** Don Dubrulle moved to approve; David Martella seconded, and motion passed.

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

Zoning Permit Applications:

- **Fallon – Deck:** The Board reviewed the application and noted the paperwork was incomplete. ZO Finnegan said he did not recommend approval of the permit because it was incomplete. He left a message for the homeowner, but received no response to date. After discussion, the Board agreed to send a letter to the homeowner along with copies of the forms needed and include a note that ZO Finnegan was available to assist in preparing the forms. ***Kristi Garofalo will draft the letter and send to Robert Roudebush and ZO Finnegan for approval and ZO Finnegan’s signature, then mail by regular mail and C-RRR.***

Review of Zoning Permits Report:

- **Smith – New Home:** ZO Report: Work site active. Continue to monitor.
- **Heartt – Deck:** ZO Report: Demolition of deck in process. Continue to monitor.
- **Drew – Shed:** ZO Report: No visible progress from road. Continue to monitor.
- **Krull – Deck:** ZO Report: No additional progress. Continue to monitor.
- **Sheehan – House & Shed:** ZO Report: Clearing seems to be complete; area being prepped for dirt work. The Board discussed a draft of a letter to the homeowner they requested at the August meeting which listed concerns about steep slope overlay and land disturbance issues, plus the lack of permit for a dock. Robert Roudebush said the letter was not sent because he had problems with signing it, namely that building hasn’t begun so it was not definite the home would be built in an unapproved manner. After lengthy discussion, the Board agreed to draft a new letter with the main concern being the unpermitted dock. They agreed to include zoning ordinance references for the steep slope overlay and land disturbance sections so the homeowner would be aware of those restrictions. They also agreed the letter should note that if the homeowner needs to deviate from the approved permit plans, he should notify the Board. ***Kristi Garofalo will draft the letter and send to Robert Roudebush for approval and signature.*** Continue to monitor.
- **Cox – Garage:** ZO Report: All trusses on frame. Continue to monitor.
- **Davis – Change of use:** ZO Report: Flatbed trailer on property, work site active. Continue to monitor.
- **Hakola – Garage:** ZO Report: Materials for construction on property. Continue to monitor.
- **Delgrego – Shed:** ZO Report: No visible progress from road. Continue to monitor.
- **McQueeney – Deck:** ZO Report: Old deck removed. Continue to monitor.
- **Carman – House:** ZO Report: Property staked out and dirt work begun. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Yard Debris:** ZO Report: Limited improvement to clutter. No additional clutter added to yard. The Board reviewed photos taken by ZO Finnegan and agreed to continue to monitor.

- **Jock – Yard/Debris/Trash:** ZO Report: Dumpster not overflowing, no visible trash/debris outside of container. Continue to monitor.
- **Sorrentino – Cluttered Yard:** ZO Report: No debris in yard, large items present. Continue to monitor.
- **Bazonski – Non-Permitted Construction:** Office Report: Letter re: need for permit mailed 8/26/19. Continue to monitor.
- **Sacchitella – Camping/Fire:** Office Report: Letter re: camping not allowed, fire permit needed mailed 8/26/19. After discussion, the Board agreed to remove this incident from tracking.

Old Business:

- **Implementation Needs:** Don Dubrule previously researched references quoted in the revised zoning ordinance and sent materials out to other Board members to review. He noted some references could not be found so he contacted Tara Bamford, planning consultant, who said she would answer written questions at no charge. ***Kristi Garofalo will draft a list of references not located and send to Don Dubrule to check, then send in an email to Tara Bamford.***
- **Swimming Pools:** Mike Roberts reported he found very few swimming ordinances in NH and wondered why an ordinance was needed. Don Dubrule said he would forward research he did a few years ago regarding regulating swimming pools. Polly Bonanno said she researched other communities with both lake and pool access and found very little. She will contact Tom Eighmy for info on the effect of emptying pools on lake water quality. Robert Roudebush reported he found no rules in the Town of Haverhill or in the state and noted only 2 or 3 pools have been found in Mountain Lakes. ***Kristi Garofalo and Robert Roudebush will ask the Water Committee about special water usage fees for pools.***

New Business:

- **Larsen OIR (Observation/Incident Report):** Letter was sent 9/5/19 via regular mail informing homeowners that the Board has no authority in the issue. No response has been received.
- **Newport Drive OIR— Appliances & Debris:** Robert Roudebush reported he visited the area Sept. 6 & 7 and the appliances have been removed.
- **Lakeside Drive OIR – Leaning Tree:** The Board agreed to send a courtesy letter notifying the homeowner of the damaged tree leaning on their garage. ***Kristi Garofalo will send the letter via regular mail.***

Comments of the Zoning Officer: NONE

Comments of the Board:

Yard Sale Signs: Kristi Garofalo asked if the Board would waive the sign permit requirement for District Yard Sale participants since it is a District sponsored event. After discussion, the Board agreed to waive the sign permit requirement.

Dock Permit Protocol: Kristi Garofalo asked if the protocol for dock special exceptions remained as in the past (permit application denied by Board, then sent to ZBA) or if a dock special exception should go straight to the ZBA as some have suggested. After discussion, the Board agreed the protocol remains “permit denied by Board, then to ZBA for exception”.

Permit Application Forms: Don Dubrule said the District’s permit application forms need to be updated with the changes made in the revised zoning ordinance. ***Kristi Garofalo will have forms for the Board to review at the next meeting.***

Comments of the Public: Mike Bonanno said his work schedule has changed and he would like to be considered for appointment as a full member of the Planning Board. Robert Roudebush thanked him for his interest and said the Commissioners make the appointment decisions so he would forward the request to them. ***Kristi Garofalo will put the appointment on the schedule for discussion at the October Commissioners meeting.***

Next Meeting Date: Mike Roberts will be out of town for the next scheduled Board meeting and asked if the date could be changed to October 10. After discussion, the Board agreed the next meeting date will be **Thursday, October 10TH at 6:30 PM** at the District Office.

Adjournment: David Martella moved to adjourn; Mike Roberts seconded. The meeting adjourned at 8:40 pm.

Respectfully submitted,
Kristi Garofalo