

**MOUNTAIN LAKES DISTRICT  
PLANNING BOARD MEETING  
October 10, 2019  
\*UNAPPROVED\***

**Call to Order:** Chair Robert Roudebush called the meeting to order at 6:29 pm.

**Roll Call:** Robert Roudebush, Don Dubrule, Polly Bonanno, Mike Roberts and alternates Tom Eighmy and 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:** John and Cheryl Hakola

**Approval of Minutes**

- **Sept. 19, 2019:** David Martella moved to approve; Mike Roberts seconded, and motion passed.

**Approval of Agenda:** Don Dubrule moved to approve the agenda; David Martella seconded and the motion passed.

Robert Roudebush recognized John and Cheryl Hakola, new full-time MLD residents, and noted John was interested in becoming a Planning Board member. John Hakola shared details of his architectural and construction experience, and spoke of his desire to become involved with the MLD community. Robert Roudebush noted a second applicant for Board membership, Mike Bonanno, has also come forward and has served on the Board previously. Robert Roudebush then gave his resignation as chair and member of the Board effective as of the end of the meeting. After discussion, the Board agreed to recommend both John Hakola and Mike Bonanno to the commissioners for appointment to the Board as full members. The Board agreed to vote for a new chair at the November meeting and vice chair Don Dubrule will serve as acting chair in the meantime.

**Zoning Permit Applications:**

- **Siracusa – Dock:** The Board reviewed the permit application and DES notification. After discussion, Robert Roudebush moved to deny the application; Polly Bonanno seconded and the motion passed. ***Kristi Garofalo will send a special exception application to Tom Siracusa and notify the ZBA chair of the pending application.***
- **Fallon – Deck/Porch:** Kristi Garofalo said a letter was sent to the homeowner on 10/7/19 by regular mail and Cert-RRR, along with blank forms and a note that ZO Finnegan was available to assist with the forms. She said no response from the homeowner has been received to date. The Board agreed the application would remain tabled.

**Review of Zoning Permits Report:**

- **Smith – New Home:** ZO Report: Shell appears complete from the road, pending final measurements. Continue to monitor.
- **Heartt – Deck:** ZO Report: Fence on property; no progress on deck demolition; dumpster removed. ***ZO Finnegan will contact homeowner to see if project has changed.*** 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:** Office Report: Letter to homeowner re: unpermitted dock and Board concerns was mailed 10/02/19 via regular and Cert-RRR mail. Homeowner called office 10/07/19; has DES notification for dock, will complete permit application and welcomes contact from Board representative to discuss Board concerns. After discussion, the Board agreed to authorize Robert Roudebush (because of his ongoing interaction with the homeowner) and ZO Finnegan to meet with the homeowner about the Board’s concerns; ***Robert Roudebush will report back to the Board after the visit.*** Continue to monitor.
- **Cox – Garage:** ZO Report: Shell of structure completed. Continue to monitor.
- **Davis – Change of use:** ZO Report: Flatbed trailer no longer on site; left message on homeowner’s listed contact information asking for verification of completed project. Continue to monitor.
- **Hakola – Garage:** ZO Report: Foundation poured. Continue to monitor.
- **Delgrego – Shed:** ZO Report: Shed in place in accordance with submitted plan. Continue to monitor.
- **McQueeney – Deck:** ZO Report: Pending final measurements. Continue to monitor.

- **Carman – House:** ZO Report: Pending update from ZO. Continue to monitor.

#### **Review of Incident Report:**

- **Foldeak/Schmead – Yard Debris:** ZO Report: No clutter added to yard. 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 new debris added to yard. Continue to monitor.
- **Bazonski – Non-Permitted Construction:** Office Report: No response received to letter mailed 8/26/19 re: need for permit. Cert-RRR copy was returned unsigned. After discussion, the Board agreed to issue a Notice of Violation. ***Kristi Garofalo will draft the NOV for ZO Finnegan’s signature and then mail via regular and Cert-RRR mail.*** Continue to monitor.

#### **Old Business:**

- **Implementation Needs:** Kristi Garofalo said she could not find the list from Don Dubrule of previously researched references quoted in the revised zoning ordinance; ***Don Dubrule will send it to her again so that she can draft an email inquiry for Tara Bamford.***
- **Swimming Pools:** Robert Roudebush reported he asked the Water Committee about special fees for homes with swimming pools; the Committee may consider the question if water tariff is revised. ***Tom Eighmy said he will do research on the effect of emptying pools on vegetation and lake water quality.***
- **Dock Special Exceptions Protocol:** The Board discussed the accepted protocol for dock special exceptions (permit application denied by Board, then sent to ZBA) or whether a dock special exception should go straight to the ZBA. After discussion, the Board again agreed the protocol should remain “permit application denied by Board, then to ZBA for special exception consideration”.
- **Permit Forms Update:** The Board agreed to table this item so members could review the forms for needed changes, then start the discussion of possible revisions by looking at the permit application at their next meeting.

#### **New Business:**

- **Budget Requests:** Robert Roudebush led discussion on Board-related budget lines and asked for member input on the amounts to be requested. After discussion, it was agreed:
  - **5009-1 Zoning Officer:** keep line at 2019 level (\$3,800).
  - **5074-1 Mileage:** request line increase from \$750 to \$1,200 for potential increase in zoning officer duties along with increased use from other District staff and officials.
  - **5096-1 Planning Board Expenses:** keep at 2019 level (\$500).
  - **Planning Board Legal Expenses CRF:** keep request at 2019 level (\$1,500).
  - **Planning Board Documents Update CRF:** reduce request from 2019 level of \$1,500 to \$1,000.

**Comments of the Zoning Officer: NONE**

**Comments of the Board: NONE**

**Comments of the Public: NONE**

**Next Meeting Date: Thursday, November 21<sup>st</sup> at 6:30 PM at the District Office.**

**Adjournment:** David Martella moved to adjourn; Don Dubrule seconded. The meeting adjourned at 8:09 pm.

Respectfully submitted,  
Kristi Garofalo