

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
December 17, 2020
*UNAPPROVED***

Chair Mike Bonanno read a statement that the Board was authorized to meet electronically due to the declared state of emergency (COVID-19), that the meeting had been properly noticed and information given to the public on how to join the meeting via Zoom Video Conferencing, and that all votes would be by roll call, in accordance with the provisions of the Governor's emergency order.

Call to Order: Chair Mike Bonanno called the meeting to order at 6:30 pm.

Roll Call: Mike Bonanno with Polly Bonanno, Mike Roberts (alone), John Hakola (with Cheryl Hakola) and Board alternate David Martella were present via Zoom. Mike Bonanno designated David Martella as a full voting member for the duration of the meeting and declared a quorum present. Zoning Officer "Finn" Finnegan was also present via Zoom.

Public Present: Joe Fiore of Fiore Builders, Bill Clark, and Patricia Brady.

Approval of Minutes:

Nov. 12, 2020: Polly Bonanno moved to approve; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Nov. 19, 2020: Mike Roberts moved to approve; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Dec. 8, 2020: Mike Roberts moved to approve; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Dec. 10, 2020: Mike Roberts moved to approve; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Approval of Agenda: Polly Bonanno moved to approve the agenda; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Zoning Permit Applications:

- **Davis – New Home:** ZO Finnegan commented that the home location on the application is not in compliance with setbacks requirements and there are other concerns. Mike Bonanno asked if further information was received for the file; Kristi Garofalo said the office has not received any further documents. Mike Bonanno made a motion to table the application; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.
- **Mantia – New Home and Garage:** The Board members agreed they had reviewed the application documents, and noted concerns, including no driveway permit, no lot merger documentation (although Mike Bonanno said he saw the merger approval online), and setback locations will require special exception from the ZBA. Builder Joe Fiore asked if the homeowner could accept delivery of the log home kit and store it on the property to save storage costs. The Board discussed concerns including the deficiencies in the application and the length of time to receive the special exception once documentation is complete. After discussion, Mike Bonanno made a motion to allow kit delivery for storage on the lot; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Nay; Polly Bonanno-Nay; Mike Roberts-Nay; John Hakola-Nay; David Martella-Nay; motion denied. Joe Fiore then asked if the Board would allow the kit to be stored on the owners' current property nearby. After discussion, Mike Bonanno made a motion to allow the kit storage on the current property; David Martella seconded. Roll Call Vote: Mike Bonanno-Nay; Polly Bonanno-Nay; Mike Roberts-Nay; John Hakola-Nay; David Martella-Nay; motion denied. The Board agreed to table the application pending further information and documentation.

Review of Zoning Permits Report:

- **Heartt - Deck:** ZO Report: Letter sent asking for written confirmation on project scope change. Continue to monitor.
- **Krull – Deck:** Office Report: Permit extension request received 11/25/20. ZO Report: No additional work completed, no answer at door. After discussion, Mike Bonanno moved to extend the permit for an additional six months to June of 2021; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed. Continue to monitor.
- **Sheehan – House:** ZO Report: Exterior framing complete, roof completed, pending completion of siding. Continue to monitor.
- **Drew – Shed:** ZO Report: Working on appointment for site visit with applicant. Continue to monitor.
- **Hakola – Garage:** ZO Report: ZCC completed. Remove from report.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Report: Exterior framing complete, roof completed, pending completion of siding. **ZO Finnegan will contact the homeowner regarding the step placement and setback discrepancies.** Continue to monitor.

- **Phelps – Shed:** ZO Report: Shed on property, project is complete, pending completion of ZCC. **ZO Finnegan to check final measurements and complete ZCC.** Continue to monitor.
- **Fisk – Garage:** ZO Report: No visible work completed. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible work completed. Continue to monitor.
- **Morrison – Garage:** ZO Report: Site preparation work begun. Continue to monitor.
- **Martell – House and Garage:** No ZO Report. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Yard Debris:** ZO Report: No major changes to yard. Continue to monitor.
- **Sorrentino – Cluttered Yard:** ZO Report: One of the trailers moved to the side of the house. Continue to monitor.
- **Selent – Car For Sale Signs:** ZO Report: Vehicles removed from road side, for sale signs removed. Remove from report.
- **Cranmore Lot – Unpermitted Dock:** Dock removed. Remove from report.
- **Auction Signs:** One sign remains on Lincoln Way; **Mike Bonanno will investigate.** Continue to monitor.
- **Brady – Driveway Permit and Deerfield Drive – Driveway Permit:** The Office received two Haverhill driveway permits, but no permit applications to date for projects on the lots. Patricia Brady said she got a driveway permit to install a culvert to resolve poor drainage on the lot and prepare it for future building; and it was noted the Deerfield lot owners plan to build in the spring, but since MLD requirements include an approved driveway permit, they applied for it in anticipation of making their MLD application. The Board discussed allowing driveways to be installed before permit application and agreed to monitor the permits and activity on the lots.
- **Poli – Contractor Sign:** **ZO Finnegan will contact homeowner to resolve.** Continue to monitor.

Review of Application Tracking Report:

- **Davis Application – New Home:** ZO Report: Missing documentation: driveway permit, septic plan approval. Other potential issues include requirement for lot combining or building site adjustment, slope of lot and perennial stream located on lot. Tabled as noted above.
- **Mantia Application – New Home and Garage:** ZO Report: Unable to locate pins on property, homeowner securing professional surveyor. Potential setback infringements which require lots to be combined; potential issue with road maintenance in winter and private/public road question. Tabled as noted above.

New Business: None

Old Business:

- **Zoning Ordinance Amendments:** Mike Roberts said the commissioners agreed to proceed with the amendment on enforcement procedure changes. The Public Hearing for that amendment will be Dec. 21 at 6:30 pm via Zoom. The Board discussed the format for the amendments to be placed on the warrant and agreed to four separate warrant articles to separate the amendments for voting. **Kristi Garofalo will contact Tara Bamford and ask her to put the amendment language into warrant article structure.**

Comments of the Public: Randy Berenson asked about the picnic tables placed in the old campground area near the Lodge. It was noted that they were donated and discussion was held about getting permission before placing items on District land and letting residents know the items are available for use. John Hakola noted he and his wife built a bridge on one of the District trails; **Mike Roberts said he will take the issue of donated property and labor to the commissioners for discussion and acknowledgement.**

Kristi Garofalo shared an email from a local realtor asking about the Upper Lake islands and exemption from restrictions on camping and building on the islands. After discussion, Mike Bonanno made a motion to send a letter to the realtor upholding the MLD zoning ordinance restrictions on camping and building construction. Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed.

Comments of the Zoning Officer: None

Comments of the Board: None

Next Meeting Date: Thursday, Jan. 21 at 6:30 pm via Zoom

Adjournment: Mike Bonanno moved to adjourn; David Martella seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; John Hakola-Aye; David Martella-Aye; motion passed. The meeting adjourned at 8:04 pm.

Respectfully submitted,
Kristi Garofalo