

MOUNTAIN LAKES DISTRICT
SPECIAL PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
August 20, 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 (alone), Polly Bonanno (alone), Don Dubrulle (with Gail Dubrulle), Mike Roberts (alone), John Hakola (with Cheryl Hakola) and alternate member David Martella (alone) were present via Zoom and Mike Bonanno declared a quorum present. Zoning Officer "Finn" Finnegan was also present via Zoom.

Public Present: Johnna Phelps and daughter were present via Zoom.

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

Zoning Permit Applications:

- **Phelps – Shed:** The Board members each stated they had reviewed the application packet. After a short discussion, Mike Bonanno moved to accept the application as complete and Don Dubrulle seconded. Roll Call Vote: Mike Bonanno – Aye; Mike Roberts – Aye; Polly Bonanno – Aye; Don Dubrulle – Aye; John Hakola – Aye; motion passed. The Board further reviewed the application documents; Polly Bonanno noted the shed designs had lots of windows and asked if there were plans to use it as a "tiny home". Johnna Phelps stated it would not be used as a tiny home, it would be for used for storage and possibly as a "get-away" spot. After discussion, Don Dubrulle moved to approve the permit application and Polly Bonanno seconded. Roll Call Vote: Mike Bonanno – Aye; Mike Roberts – Aye; Polly Bonanno – Aye; Don Dubrulle – Aye; John Hakola – Aye; motion passed. ***Kristi Garofalo will leave the permit application for Mike Bonanno to sign and fax it to Haverhill once it is signed.***
- **Ferwerda – Home:** The Board agreed the lot grade condition on the permit has been met. Mike Bonanno noted a signed driveway permit has still not been received. After discussion, the Board agreed ***Kristi Garofalo will check the office drop box, then notify Polly Bonanno of the results. If the permit has not been received, Polly Bonanno will attempt to reach the property owner.*** Mike Bonanno made a motion to authorize ZO Finnegan to issue a cease & desist order if the driveway permit is not received by Aug. 21; John Hakola seconded. Roll Call Vote: Mike Bonanno – Aye; Mike Roberts – Aye; Polly Bonanno – Aye; Don Dubrulle – Aye; John Hakola – Aye; motion passed. ***Mike Bonanno will contact ZO Finnegan to send cease & desist notice on Aug. 21 if needed; Kristi Garofalo will send ZO Finnegan sample cease & desist notices to use for reference.***

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board:

- **Sjolander – Addition:** Polly Bonanno reported the homeowner posted photos on Facebook of work on a second-floor addition to the home. After discussion, Mike Bonanno moved to issue a cease & desist notice to the Sjolanders until a permit application is submitted and approved. Don Dubrulle seconded. After further discussion, Mike Bonanno withdrew his motion and the Board agreed ***ZO Finnegan will investigate and attempt to talk to the homeowner over the weekend.***
- **Cranmore Lot – New Dock:** Mike Bonanno reported a new dock was very recently installed on a lot on Cranmore Drive and can be seen from the south beach. Kristi Garofalo gave Map 201, Lot 031 as the probable location and ***ZO Finnegan will check into it.***
- **Action Items:** Don Dubrulle suggested action items be added to the Board's meeting agendas. Kristi Garofalo noted action items are in bold italics in the Board minutes; ***she will add action items to future Board agendas.***
- **DMAIL Reminder:** The Board directed ***Kristi Garofalo to put a reminder in the DMAIL about the need for a zoning permit from MLD and researching the need for a Haverhill building permit when doing home renovations or additions.***

Next Meeting Dates: Next meeting to be Thursday, August 20, 2020 at 6:30 pm via ... TBD

Adjournment: Polly Bonanno moved to adjourn; Mike Bonanno seconded. Roll Call Vote: Mike Bonanno – Aye; Mike Roberts – Aye; Polly Bonanno – Aye; Don Dubrulle – Aye; John Hakola – Aye; motion passed. The meeting adjourned at 7:25 pm.

Respectfully submitted,
Kristi Garofalo