

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
May 20, 2021 *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 6:30pm.

Roll Call: Mike Bonanno (with Polly Bonanno), Polly Bonanno (with Mike Bonanno), Mike Roberts (alone), Don Dubrule (with Gail Dubrule), and Debbie Fisk (alone). Mike Bonanno declared a quorum present. Zoning Officer Finnegan was absent and excused.

Public Present: Bob Long, Bill Clark, and Randy Berenson.

Approval of Minutes:

- **Apr. 15, 2021:** Mike Roberts moved to approve; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed.
- **Apr. 19, 2021:** Mike Roberts moved to approve; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Abstain; Debbie Fisk-Aye; motion passed.

Approval of Agenda: Polly Bonanno requested the topic of a work session with the ZBA be added under New Business. Mike Bonanno requested the topic Zoning Permit Process be added under Old Business. Debbie Fisk moved to approve the agenda with those two additions; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed.

Zoning Permit Applications:

- **Fernandez – Deck/Stairway:** The Board noted new information shows the homeowner's deck project has changed to deck stairs only. The new application will be considered at the June Board meeting and will be tabled until then.

Review of Zoning Permits Report:

- **Krull – Deck:** ZO Report: Work site active. Continue to monitor.
- **Sheehan – House:** ZO Report: Work site active. Continue to monitor.
- **Drew – Shed:** ZO Report: No visible signs of progress from the road. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Report: No answer at door, side setback staircase preventing completion of ZCC. Continue to monitor.
- **Fisk – Garage:** ZO Report: Dirtwork begun. Continue to monitor.
- **Fisk – Shed Demolition:** ZO Report: No visible progress from the road. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Morrison – Garage:** ZO Report: Structure completed, pending ZCC. Continue to monitor.
- **Martel – House and Garage:** ZO Report: Main structure completed, framing of garage begun. Continue to monitor.
- **Carlson – Shed:** ZO Report: Shed framed. Continue to monitor.
- **Williams – House:** Permit approved 04/15/21. ZO Report: Proposed building staked/flagged. Continue to monitor.
- **Heathman – Shed:** Permit approved 04/15/21. Continue to monitor.
- **Fredey – House:** Permit approved 04/15/21. ZO Report: Foundation concrete and framing installation in progress. Continue to monitor.
- **Hearn – Deck Stairs:** Permit approved 04/15/21. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: Temporary vinyl structures on site. Continue to monitor.
- **Sorrentino – Cluttered Yard:** ZO Report: Property mapped out with assistance of homeowner; property yard organized. Map provided to Board. Discussion tabled due to ZO Finnegan absence. Continue to monitor.
- **Valley Road – Logging:** ZO Report: Logging of site continues. Continue to monitor.
- **Ramaglia – Deerfield Drive – Driveway Permit:** ZO Report: Logging of site continues. Continue to monitor.

- **Krull – Deerfield Drive – Additional Driveway:** ZO Report: Notified of dirt work via email. No one at property, potential creation of access to lower area of lot. Continue to monitor.
- **Lawler – Valley Road – Driveway/Dirt Work:** ZO Report: Dirt work/rough driveway installation. Continue to monitor.

Review of Application Tracking Report:

- **Mantia Application – New Home and Garage:** ZO Report: Cement foundation poured. ZBA approval? Office Note: ZBA approved variance request 4/26/21. Remove from Application Tracking; put on Permit Tracking Report.
- **Manitsas – Dock:** ZO Report: Pending ZBA decision. Office Note: ZBA approved special exception request 04/26/21. Remove from Application Tracking; put on Permit Tracking Report.
- **Davis – New Home (Hemlock):** 4/18/21 ZO Report: Site visit conducted; homeowner expressed desire to submit a variance request. 05/16/21 ZO Report: Pending ZBA. Office Note: ZBA approved variance request 05/13/21. Remove from Application Tracking; put on Permit Tracking Report.
- **Fernandez/Kane – Deck:** 4/18/21 ZO Report: Erroneous approval of ZO due to extended setback requirements due to waterfront. Unsure if homeowners can/will adjust plans to meet required setbacks from waterfront. Office Note: Application tabled 04/15/21.
- **Stansfield – Shed:** ZO Report: Application received. Proposed plan meets setback requirements.

New Business:

- **ZBA Work Session:** Polly Bonanno suggested the Planning Board and the ZBA have combined work session(s) for education and to share information regarding the MLD zoning ordinance. Don Dubrule agreed communication was a problem and Mike Roberts spoke of available training opportunities that may be helpful. After discussion, it was agreed ***Kristi Garofalo will send ZBA email addresses to Mike Bonanno and she will provide copies of the NHMA “Planning Board Handbook” to Board members.***

Old Business:

- **Permit Fee Increases:** The Board discussed research results from Debbie Fisk showing permit prices for nearby towns, noting some were flat fees and some were based on the project’s square footage. Polly Bonanno shared her research done on towns with village districts such as Madison and the Village of Eidelweiss, noting various fee setups and they were higher than MLD fees. The group discussed the MLD water hook-up fee and agreed ***Mike Roberts will bring up the possibility of a hook-up fee increase with the Commissioners.*** The Board agreed to continue the permit fees discussion at their next meeting.
- **Town/MLD Permit Procedure:** Mike Bonanno shared information from a recent meeting with the Haverhill Town Manager Brigitte Codling and Assistant Manager Jennifer Boucher regarding proposed changes to the current Town/MLD permit processing procedure. He noted the Town will make changes to their proposal as discussed at the meeting and then submit a formal proposal to MLD Commissioners for a decision. Mike Bonanno made a motion to recommend the new procedure when received; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule-Aye; Debbie Fisk-Aye; motion passed.

Comments of the Public: Randy Berenson asked whether the Town of Haverhill will change Killer Hill to a two-way road when they assume maintenance. Mike Bonanno said he thought that was the plan for fall 2021 and said he will ask Haverhill for additional police patrols of the area to help ensure safety. Randy Berenson asked if responses have been received for the second zoning officer opening and was told no applications have been received to date. The Board discussed the possibilities of advertising via local radio or in the *Caledonia Record* newspaper if responses are not received from the current round of advertising in the *Journal Opinion*. The Board also agreed ***Kristi Garofalo will put a note in the DMAIL regarding the zoning officer opening.***

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, June 17 at 6:30 pm via Zoom

Adjournment: Polly Bonanno moved to adjourn; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. The meeting adjourned at 7:28 pm.

Respectfully submitted by,
Kristi Garofalo