

**MOUNTAIN LAKES DISTRICT**  
**PLANNING BOARD MEETING At the Lodge and via Zoom Video Conferencing**  
**June 17, 2021**  
**\*UNAPPROVED\***

**Call to Order:** Chair Mike Bonanno called the meeting to order at 6:45 pm.

**Roll Call:** Mike Bonanno, Polly Bonanno, Don Dubrulle and Debbie Fisk were present at the Lodge; Mike Roberts (alone) was present via Zoom. Mike Bonanno declared a quorum present. Zoning Officer Finnegan and alternate Board member David Martella were also present at the Lodge.

**Public Present:** At the Lodge: Bob Long, Al Kelley, Mike Mugford. Present via Zoom: Dottie Long, Peter Fernandez, Barbara Stansfield, Seth Stansfield.

**Approval of Minutes: May 20, 2021:** Polly Bonanno moved to approve; Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed.

**Approval of Agenda:** Polly Bonanno moved to approve; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed.

**Zoning Permit Applications:**

- **Fernandez – Deck/Stairway:** The Board noted new information showing the homeowner's deck project changed to deck stairs only. Mike Bonanno noted the new plot plan did not include the septic location or cardinal north. At the chair's direction, ZO Finnegan added both to the plan and initialed it. Polly Bonanno moved to accept the application as complete; Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed. After discussion, Polly Bonanno moved to approve the application; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed. Mike Bonanno signed the application as approved and ***Kristi Garofalo will send the paperwork to Haverhill for the building permit.***
- **Stansfield – Shed:** The Board reviewed the application documents and after a brief discussion, Polly Bonanno moved to accept the application as complete and Don Dubrulle seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed. Don Dubrulle moved to approve the application; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed. Mike Bonanno signed the application as approved and ***Kristi Garofalo will send the paperwork to Haverhill for the building permit.***
- **Mugford – New Home:** The Board reviewed the application documents and Don Dubrulle moved to accept the application as complete; Polly Bonanno seconded. In discussion, Mike Bonanno noted the DES septic approval and the signed driveway permit were not in the file. Mike Mugford said he would provide both documents as soon as possible. Don Dubrulle rescinded his previous motion and moved to table the Mugford application until the July meeting. Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrulle- Aye; Debbie Fisk-Aye; motion passed.

**Review of Zoning Permits Report:**

- **Krull – Deck:** ZO Report: Railing installed on deck, working on confirmation project is complete. Continue to monitor.
- **Sheehan – House:** ZO Report: Work continues on structure. Continue to monitor.
- **Drew – Shed:** ZO Report: No visible progress from road. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Report: Pending contact with homeowners. Continue to monitor – ZO Finnegan to contact.
- **Fisk – Garage:** ZO Report: No change to work site. Continue to monitor.
- **Fisk – Shed Demolition:** ZO Report: Old structure removed. The Board agreed to remove from tracking report.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Morrison – Garage:** ZO Report: ZCC completed. The Board agreed to remove from tracking report.
- **Martel – House and Garage:** ZO Report: Assembly of structure complete, pending stain. Continue to monitor.
- **Carlson – Shed:** ZO Report: Pending. Continue to monitor.
- **Williams – House:** Logging equipment on site. Continue to monitor.
- **Heathman – Shed:** Pending. Continue to monitor.
- **Fredey – House:** ZO Report: Log home framing assembly in progress. Continue to monitor.
- **Hearn – Deck Stairs:** Pending. Continue to monitor.

- **Mantia – House and Garage:** ZO Report: Foundation poured. Continue to monitor.
- **Manitsas – Dock:** ZO Report: Foundation poured. Continue to monitor.
- **Davis – House:** ZO Report: Pending. 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. In discussion, the Board noted the homeowner has responded to Board concerns and is hindered by the shape and size of his lot. The Board agreed to remove the incident from tracking and **ZO Finnegan will contact homeowner to let him know the current state of his yard is the Board's expectation for the future.**
- **Valley Road – Logging:** ZO Report: Logging of site continues, no zoning permit application filed. Continue to monitor.
- **Ramaglia – Deerfield Drive – Driveway Permit:** ZO Report: Noted previous logging activity in error. The Board agreed to remove the incident from tracking.
- **Davis – Lakeside Drive – Additional Driveway:** ZO Report: Notified of dirt work via email. No one at property, potential creation of access to lower area of lot. The Board noted the property does have an old driveway permit to reach the former home on the property before it burnt down. The Board agreed to remove the incident from tracking.
- **Lawler – Valley Road – Driveway/Dirt Work:** ZO Report: Dirt work/rough driveway installation. Kristi Garofalo said a permit application to build a new home has been received and will be on the Board's July meeting agenda. Continue to monitor.
- **Mondo – Green Circle – Tree Clearing:** ZO Report: Property cleared of trees. Building/foundation appears to be staked out. Continue to monitor.

**Review of Application Tracking Report:**

- **Fernandez/Kane – Stairs:** Plan revised to be stairs only; permit approved (see above), move to Permit Tracking Report.
- **Stansfield – Shed:** Proposed plan meets setbacks, permit approved (see above), move to Permit Tracking Report.
- **Mugford – House and Garage:** Missing application documents; tabled until July meeting (see above).

**New Business:**

- **Incident Report:** After discussion about the yard contents and screening of a home on Lakeside Drive, the Board agreed ZO Finnegan will contact homeowner and an Observation Incident Report (OIR) will be completed.
- **Martel Contractor Question:** Mike Roberts said he contacted the homeowner and told him non-NH licensed plumbers and other contractors could legally do work on their own home.

**Old Business:**

- **Permit Fee Increases:** The Board discussed permit price research for nearby towns, noting some were flat fees and some were based on the project's square footage. The Board also discussed additional fees for special meetings called to consider applications outside of the regular monthly meetings. Polly Bonanno suggested a future work session to focus on permit fees and the Board agreed to continue the discussion at their next meeting.

**Comments of the Public:** Al Kelley of Lakeside Drive told the Board he wants to add a porch and dormer to his existing home and add a shed to his second lot. The Board suggested he merge the two lots because the zoning ordinance does not allow secondary structures (shed) on a lot without a primary structure (house). Al Kelley said he doesn't want to merge the lots because he'd like to build on the second one in the future. He said he will consider the projects further and submit his permit application for the July meeting. ZO Finnegan offered to meet with the homeowner to answer questions; they agreed to set up a time.

**Comments of the Zoning Officer: NONE**

**Comments of the Board: NONE**

**Next Regular Meeting Date:** Thursday, July 15 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 8:15 pm.

Respectfully submitted by,  
Kristi Garofalo