

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
July 15, 2021
*UNAPPROVED***

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

Roll Call: Mike Bonanno, Polly Bonanno, Don Dubrule, Debbie Fisk and Mike Roberts were present and Mike Bonanno declared a quorum. Zoning Officer Finnegan and alternate Board member David Martella were also present.

Public Present: In-person: Michael Mugford, Peter Lawler and Amanda Lawler. Via Zoom: Bill Clark, Dave Gilbertson, Laura Gilbertson, and Randy Berenson.

Mike Bonanno informed participants of a three-minute limit on public comments for the duration of the meeting.

Approval of Minutes: June 17, 2021: Mike Roberts moved to approve; Polly Bonanno seconded and motion passed.

Approval of Agenda: Polly Bonanno moved to approve; Don Dybrule seconded and motion passed.

Zoning Permit Applications:

- **Mugford – New Home:** The Mugford application was tabled for missing documents (driveway permit and septic design approval) at the June meeting. Mike Bonanno noted the missing documents have been received. After review, Polly Bonanno moved to accept the application as complete; Debbie Fisk seconded. In discussion, Don Dubrule noted the electrician and plumber information was not completed. Mike Mugford said he would be doing the work himself and gave approval for Mike Roberts to note that on the application. Polly Bonanno moved to approve the application; Debbie Fisk seconded and motion passed. ***Mike Bonanno will sign the Haverhill and MLD permits and Kristi Garofalo will email copies to Haverhill and to the applicants.***
- **Lawler – New Home:** The Board reviewed the application documents and noted the receipt of an amended plot plan. ZO Finnegan noted his recommendation for approval and signed the application. After a brief discussion, Don Dubrule moved to accept the application as complete; Debbie Fisk seconded and motion passed. Polly Bonanno moved to approve the application; Debbie Fisk seconded and motion passed. ***Mike Bonanno will sign the Haverhill and MLD permits and Kristi Garofalo will email copies to Haverhill and to the applicants.***

Review of Zoning Permits Report:

- **Krull – Deck:** ZO Report: Project complete; ZCC complete. The Board agreed to remove from tracking report.
- **Sheehan – House:** ZO Report: Work site active, exterior work continues. The Board noted the permit expired July 1, 2021, and agreed ***Kristi Garofalo will send a permit extension request reminder.*** Continue to monitor.
- **Drew – Shed:** ZO Report: No visible progress from road. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. The Board noted the permit expires July 16, 2021 and agreed ***Kristi Garofalo will send a permit extension request reminder.*** Continue to monitor.
- **Ferwerda – House:** ZO Report: Owner will send “as-built” survey to document stairway placement. Continue to monitor.
- **Fisk – Garage:** ZO Report: No changes to site. Debbie Fisk noted the slab has been poured. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Martel – House and Garage:** ZO Report: Pending verification of 2ND driveway permit. ***Mike Bonanno will check with Haverhill Road Agent Colton Grant regarding second driveway.*** Continue to monitor.

- **Carlson – Shed:** ZO Report: Roof on shed. Continue to monitor.
- **Williams – House:** Foundation dig, pouring work begun. Continue to monitor.
- **Heathman – Shed:** Pending. Continue to monitor.
- **Fredey – House:** ZO Report: Second story framing/assembly in process. Continue to monitor.
- **Hearn – Deck Stairs:** Project started. Continue to monitor.
- **Mantia – House and Garage:** ZO Report: Work site active. Continue to monitor.
- **Manitsas – Dock:** ZO Report: Structure completed prior to permit. The Board agreed to remove from tracking report.
- **Davis – House (Hemlock):** ZO Report: Excavation work begun. Continue to monitor.
- **Fernandez/Kane – Stairs:** ZO Report: Application approved 6/17/21. Continue to monitor.
- **Stansfield – Shed:** ZO Report: Application approved 6/17/21. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: No major changes to site. Continue to monitor.
- **Mondo – Green Circle – Tree Clearing:** ZO Report: No major changes to site. Continue to monitor.
- **Porter – Lakeside Drive – Trailers/Parking:** ZO Report: No answer at door. Continue to monitor.

Review of Application Tracking Report:

- **Mugford – House and Garage:** Application approved (see above); moved to permit tracking report.
- **Lawler – House:** Application approved (see above); moved to permit tracking report.

New Business:

- **Zoning Officer Application:** Mike Bonanno said an application was received for the 2ND Zoning Officer opening. The Board reviewed the qualifications listed in the applicant's email and noted residency was not required for the position. The Board also noted a setback issue on the applicant's home recently built on Lakeside Drive. After discussion, Mike Bonanno moved to recommend the applicant to the commissioners to be hired as the 2ND Zoning Officer; Polly Bonanno seconded and the motion passed. The Board agreed ***Don Dubrule will write a summary of the Board's discussion and concerns to be forwarded to the Commissioners along with the recommendation.***

Old Business:

- **Permit Fee Increases:** The Board reviewed a draft fee schedule created by Don Dubrule and listened to his suggestions and reasoning behind the fees he suggested. After discussion, the Board thanked Don Dubrule for his work and agreed to review the information for discussion at their next meeting.

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board: Mike Bonanno spoke about NH's new regulations allowing tiny homes, and those with wheels, but noted the MLD zoning ordinance has a minimum square footage and full foundation requirement which takes precedence.

Next Regular Meeting Date: Thursday, August 19 at 6:30 pm.

Adjournment: Polly Bonanno moved to adjourn; Debbie Fisk seconded and motion passed. The meeting adjourned at 7:40 pm.

Respectfully submitted by,
Kristi Garofalo