

MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
November 18, 2021
UNAPPROVED

Call to Order: Chair Mike Bonanno called the meeting to order at 6:32 pm.

Roll Call: Mike Bonanno, Polly Bonanno, Debbie Fisk and Don Dubrule. Mike Roberts was present via Zoom and Mike Bonanno declared a quorum. Zoning Officer Finnegan was also present.

Public Present: In-person: Arthur Smith. Via Zoom: Tom Mangels, Ken Huard, Shaun Porter, Randy Berenson.

Approval of Minutes:

- **Oct. 21, 2021:** Polly Bonanno moved to approve; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed.

Approval of Agenda: Don Dubrule moved to approve; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed.

Zoning Permit Applications:

- **Smith (New Home):** Board members agreed they had reviewed the application packet except for Mike Roberts who was out of town. Don Dubrule moved to accept the application as complete; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed. Polly Bonanno moved to approve the application; Don Dubrule seconded. ZO Finnegan shared his concerns about the difference in setback dimensions given on the plot plan and the Construction Questionnaire. Arthur Smith said one dimension was from the front lot line, the other was from the centerline of the road; ZO Finnegan said his concern was satisfied. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed. Mike Bonanno signed the permit as approved and ***Kristi Garofalo will send the signed permit documents to Haverhill and to the homeowner.***

Review of Zoning Permits Report:

- **Sheehan – House:** ZO Report: No significant change to exterior. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Finnegan reported he will meet with the homeowner and asked the Board to confirm the back stairway location is the only issue; the Board agreed. ZO Finnegan said he will work out a resolution within the next few weeks. Continue to monitor.
- **Fisk – Garage:** ZO Report: Building erected, exterior siding nearly complete. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: Portions of painting begun. Continue to monitor.
- **Martel – House and Garage:** ZO Finnegan reported the Zoning Compliance Checklist is complete. The Board agreed to remove from tracking.
- **Williams – House:** Exterior siding nearly complete. Continue to monitor.
- **R. Fredey – House:** ZO Report: Exterior siding nearly complete. Continue to monitor.
- **Mantia – House and Garage:** ZO Report: Garage foundation poured. Continue to monitor.
- **Davis – House (Hemlock):** ZO Report: Building appears complete; pending ZCC. Continue to monitor.
- **Stansfield – Shed:** ZO Report: No visible progress. Continue to monitor.
- **Mugford – New Home:** ZO Report: Structure fully enclosed. Continue to monitor.
- **Lawler – New Home:** ZO Report: Work site active, log kit assembly begun. Continue to monitor.
- **Mondo – New Home:** ZO Report: Building erected, roof nearly complete. Continue to monitor.
- **Byrnes – Shed: ZO Report:** Work site active. Continue to monitor.
- **S. Fredey – New Home:** ZO Report: No change to site. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Report: Large dumpster on site, work begun. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: Evidence of more material removed from site. Mike Bonanno said it was decided at the recent commissioners meeting that Bob Long will draft a letter to the homeowner giving a deadline for cleanup of the lot. Continue to monitor.
- **Porter – Lakeside Drive – Trailers/Parking:** ZO Report: Reorganization of driveway area; appointment made with homeowner for Dec. 4 if needed. The Board discussed the lot condition with the homeowner and agreed the improvement was sufficient. They agreed to remove the incident from the tracking report.
- **Area of 271 Bear Road – Tree Clearing:** OIR received 9/12/21. Mike Bonanno contacted owner of lot on Paulsen Circle where tree cutting is taking place and was told the wood is for personal use and in an amount that no timber tax permit is needed. The Board agreed to remove the incident from the tracking report.
- **Smith – Lakeside Drive:** Permit application approved (see above). Remove from Incident Tracking report; now on Permit Tracking report.
- **Li – French Pond Road – Motor Home:** ZO Report: Motorhome is approximately 48 feet from center of road, behind thin line of trees. Continue to monitor.
- **Edwards – Sunapee Circle – Tree Clearing/Cutting:** ZO Report: ZO notified of non-permitted clearing/cutting by Don Dubrule. Don Dubrule addressed violations with workers on site. Landowner contacting Don Dubrule. Anticipated zoning permit for future construction. Continue to monitor.
- Mike Bonanno asked ZO Finnegan to check and report on the following properties:
 - Carr Road for yard clean up
 - Windsor Lane for yard clean up
 - Valley Road for lot clean up

Review of Application Tracking Report:

- **Smith – New Home:** Application submitted 10/27/21. ZO Report 11/06/21: Site visit conducted; plan feasible. The Board approved the permit application (see above under “Zoning Permit Applications”).

Old Business:

- **Annual Legal Update:** Kristi Garofalo said the annual update should be received in time for Board review at the Dec. 16 meeting.
- **Permit Application Revision:** The Board reviewed the latest draft of the Zoning Application with the new fee schedule. After discussion, Mike Bonanno moved to accept the latest draft and start using it Jan.1, 2022. Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed. The Board agreed ***Kristi Garofalo will publish the new fees on the website and put a notice in the DMAIL.***

New Business: NONE

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, December 16 at 6:30 pm.

Adjournment: Polly Bonanno moved to adjourn; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye, Polly Bonanno-Aye, Debbie Fisk-Aye, Don Dubrule-Aye, and Mike Roberts-Aye. Motion passed and the meeting adjourned at 7:36 pm.

Respectfully submitted by,
Kristi Garofalo