

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
February 17, 2022
*UNAPPROVED***

Starting at 6:30pm, Board members Mike Bonanno and Don Dubrulle (along with Zoning Officer Finnegan and Mike Roberts who joined at 6:55pm) held an informal question-and-answer session with Tim Galvin and Manfredo di Robilant (via Zoom) regarding a future building project (new home) on Cranmore Drive.

Call to Order: Chair Mike Bonanno officially called the meeting to order at 7:15pm.

Roll Call: Mike Bonanno, Mike Roberts, and Don Dubrulle. Polly Bonanno was absent and excused. Mike Bonanno declared a quorum. Zoning Officer Finnegan was also present.

Public Present: In-person: Tim Galvin Via Zoom: Bill Clark.

Approval of Minutes:

- **Dec. 16, 2021:** Don Dubrulle moved to approve; Mike Roberts seconded. Motion passed.

Approval of Agenda: Mike Bonanno requested “Rules of Procedure” be added under New Business. Don Dubrulle moved to approve with that amendment; Mike Roberts seconded. Motion passed.

Zoning Permit Applications: NONE

Review of Zoning Permits Report:

- **Sheehan – House:** ZO Report: Interior work being done. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ***ZO Finnegan will send the homeowner’s contact info to Mike Bonanno and Mike Bonanno will attempt to contact the homeowner.*** Continue to monitor.
- **Fisk – Garage:** ZO Report: Siding complete, roof complete, pending paint/stain. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No significant change to site. Continue to monitor.
- **Williams – House:** ZO Report: Pending completion of siding. Continue to monitor.
- **R. Fredey – House:** ZO Report: No significant changes to exterior. Continue to monitor.
- **Mantia – House and Garage:** ZO Report: Garage structure famed/roofed. Continue to monitor.
- **Davis – House (Hemlock):** ZO Report: Building appears complete; pending ZCC. ***ZO Finnegan will complete the ZCC.*** Continue to monitor.
- **Stansfield – Shed:** ZO Report: No visible progress. Continue to monitor.
- **Mugford – New Home:** ZO Report: Work site active, pending stain. Continue to monitor.
- **Lawler – New Home:** ZO Report: No significant changes to site. Homeowner submitted permit extension request, but permit doesn’t expire until July 2022. ***ZO Finnegan will contact the homeowner for clarification.*** Continue to monitor.
- **Mondo – New Home:** ZO Report: Work site active, pending stain. Continue to monitor.
- **Byrnes – Shed:** **ZO Report:** Work site active. Continue to monitor.
- **S. Fredey – New Home:** ZO Report: No significant change to site. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Report: No progress visible from road. Continue to monitor.
- **Smith – New Home:** ZO Report: Majority of framing up. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: No significant change to site. Mike Roberts said the Commissioners have communicated with the homeowner and they will meet to decide the next step. Mike Bonanno moved to recommend to the Commissioners that they move forward on clean-up. Don Dubrulle seconded and the motion passed. Continue to monitor.
- **Li – French Pond Road – Motor Home:** ZO Report: Pending verification of proximity to front setbacks. Continue to monitor.
- **Edwards – Sunapee Circle – Tree Clearing/Cutting:** No further action taken, homeowner plans to apply for permit in spring. The Board agreed to remove this incident from the tracking report.
- **Carr Road – Yard Clean Up:** ZO Report: no evidence of abandoned vehicle. The Board agreed to remove this incident from the tracking report.
- **Valley Road – Lot Clean Up:** ZO Report: No significant change to site. Continue to monitor.
- **Lakeside Drive – Clearing/Cutting:** ZO Report: In the vicinity of 388 Lakeside, clearing/cutting occurring. Continue to monitor.

Review of Application Tracking Report: No Report – no unapproved permits in process.

New Business:

- **Rules of Procedure:** Mike Bonanno shared a “Rules of Procedure” template from planning consultant Tara Bamford and also shared copies of the existing MLD Rules of Procedure. The Board members agreed to read and review both documents for discussion at the next meeting. ***Kristi Garofalo will put Rules of Procedure on the March agenda.***

Old Business:

- **Annual Legal Update:** The Board agreed they all reviewed the annual legal update and noted the ZBA has 30 days to hear an appeal starting the count of days from the day after the Planning Board vote. They also discussed the need to be mindful of having and recording evidence for their decisions to deny an application to avoid a court overturning a Board decision.

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, March 17 at 6:30 pm.

Adjournment: Don Dubrulle moved to adjourn; Mike Roberts seconded. Motion passed and the meeting adjourned at 7:45 pm.

Respectfully submitted by,
Kristi Garofalo