

MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
April 21, 2022
UNAPPROVED

Call to Order: Chair Mike Bonanno called the meeting to order at 6:31pm.

New Board Members: Mike Bonanno welcomed John Acker and Courtney Lantz as new Board members and ex-officio commissioner Mike Roberts administered their Oaths of Office as full members of the Board.

Roll Call:

Board: Mike Bonanno, Mike Roberts, Don Dubrule, John Acker and Courtney Lantz. Mike Bonanno declared a quorum. Zoning Officer Finnegan was also present.

Public: In-person: Alan Li Zoom: Joe Fiore (Fiore Builders), Randy Berenson, Lisa Edwards and Bill Clark.

Approval of Minutes: Mar. 17, 2022: Mike Roberts moved to approve; Don Dubrule seconded. Motion passed with John Acker and Courtney Lantz abstaining.

Approval of Agenda: Mike Roberts moved to approve; Mike Bonanno seconded. Motion passed.

Zoning Permit Applications:

- **Edwards – New Home:** The Board reviewed the application documents; ZO Finnegan did not recommend approving the application because the garage placement would violate the front setback. The Board discussed items for a private road driveway missing from the application file, including a special use permit, hold harmless affidavit, and road maintenance agreement between property owners. John Acker moved to accept the permit as complete; Courtney Lantz seconded. The motion was denied by unanimous vote. Applicant Lisa Edwards and builder Joe Fiore will get the necessary forms and submit them to the office; the application will be placed on the May meeting agenda for reconsideration.
- **Li – Garage:** The Board reviewed the application documents; ZO Finnegan said the plan was feasible and recommended approval. Courtney Lantz moved to accept the application as complete; Mike Roberts seconded and the motion passed. Mike Bonanno moved to approve the application; John Acker seconded and the motion passed. ***Kristi Garofalo will send the signed permit documents to Haverhill and to the homeowner.***
- **Ngo – Roof Modification/Solar Array:** The Board reviewed the application documents; ZO Finnegan said the project doesn't violate height restrictions and recommended approval. John Acker moved to accept the application as complete; Courtney Lantz seconded and the motion passed. Don Dubrule moved to approve the application; Courtney Lantz seconded and the motion passed. Mike Bonanno noted the signature page was missing from the Haverhill application. ***Kristi Garofalo will ask Haverhill to send the missing page and after it is signed by the chair or vice chair, she 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. Work site active. ***ZO Finnegan will get 911 address.*** Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** Legal counsel sent letter with information needed for "lawyer's letter", ***ZO Finnegan will answer legal questions and attempt to contact homeowner.*** Continue to monitor.
- **Fisk – Garage:** ZO Report: No changes to site. Pending paint/stain. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: Pending appointment for confirmation project is complete. Continue to monitor.
- **Williams – House:** ZO Report: Siding not complete, homeowner expressed interest in pursuing a six-month extension. ***Kristi Garofalo will create an extension letter and put in ZO Finnegan's mail slot.*** Continue to monitor.
- **R. Fredey – House:** ZO Report: Work site active, exterior not complete. ***Kristi Garofalo to send permit extension request letter.*** Continue to monitor.
- **Mantia – House and Garage:** ZO Report: No significant changes to site. ***Kristi Garofalo to contact builder for official street address and send permit extension request letter to homeowner.*** 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: Work site active. Continue to monitor.
- **Mondo – New Home:** ZO Report: No changes to site. Continue to monitor.
- **Byrnes – Shed: ZO Report:** Pending paint/stain. Continue to monitor.
- **S. Fredey – New Home:** ZO Report: No significant changes to site. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Report: No changes to site. Continue to monitor.
- **Smith – New Home:** ZO Report: Work site active. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: More debris removed. The Board discussed emailed photos from commissioner Bob Long and whether the property owners were required to fill the foundation. Mike Bonanno made a motion to recommend the Commissioners direct legal counsel to send a follow-up letter to the homeowners and require them to comply with the zoning ordinance by filling in the foundation. Courtney Lantz seconded and the motion passed. Continue to monitor.
- **Li – French Pond Road – Motor Home:** ZO Report: Update [Motorhome is approximately] 37 feet [from center of road]. Pending conversation with homeowner. ZO Finnegan said owner will move motorhome when garage built (see above permit approval) Continue to monitor.
- **Rutherford – Valley Road – Lot Clean Up:** ZO Report: No significant change to site. **Mike Bonanno will contact state forester to check slash enforcement.** Continue to monitor.
- **Grant – Lakeside Drive – Clearing/Cutting:** ZO Report: No change to site. Continue to monitor.
- **LaPierre – Carr Road – Trash/Vehicles: ZO Finnegan to check out property.** Continue to monitor.
- **Benson (or Popa?) – Swiftwater Circle – Clearing/Excavation:** ZO Report: Property partially clear cut, as well as significant excavation activity. Continue to monitor.
- **Add to List: Lodge Lane – Clearing: ZO Finnegan to check out property.** Continue to monitor.

The Board discussed MLD zoning ordinance language on clearing/cutting trees and clean up after cutting. **Mike Roberts will talk with legal counsel about MLD's enforcement options.** Randy Berenson suggested the Town of Haverhill provide approved driveway permits so MLD has advance notice of possible building. **Mike Bonanno will talk to the Town about providing MLD with approved permits.**

Review of Application Tracking Report:

- **Edwards – New Home:** Not accepted as complete (see above)
- **Li – Garage:** Approved (see above) Move to Permit Tracking Report.
- **Ngo – Roof Modification/Solar Array:** Approved (see above) Move to Permit Tracking Report.

New Business: NONE

Old Business:

- **Rules of Procedure:** The Board looked at the latest draft of the MLD Rules and also at the suggested template with highlighted possible additions. The Board members agreed to review both documents and discuss at the May meeting.

Comments of the Public: Randy Berenson suggested charging for permit extension requests. He also suggested putting a note in the DMAIL to remind property owners of MLD zoning ordinance and other rules.

Comments of the Zoning Officer: NONE

Comments of the Board: Mike Bonanno suggested an educational Open House in July for new MLD property owners; the Board will consider for discussion at the May meeting. Mike Bonanno said the Town is re-writing their ordinance regarding cell towers; **he will bring the Town ordinance for the Board to consider.**

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

Adjournment: Don Dubrule moved to adjourn; Courtney Lantz seconded. Motion passed and the meeting adjourned at 8:36 pm.

Respectfully submitted by,
Kristi Garofalo