

MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING At the District Office and via Zoom
June 16, 2022
UNAPPROVED

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

Roll Call:

- **Board:** Mike Bonanno, Mike Roberts, Don Dubrule and John Acker were present and Mike Bonanno declared a quorum.
- **Public Present In-Person:** Bob Long, Robert Roudebush, Randy Berenson, Ken Huard
- **Public Present via Zoom:** Kelby Ferwerda, Melanie Jackson and Paul Delgrego (joined meeting in-person later)

Mike Bonanno welcomed Courtney Lantz as the new MLD Zoning Officer.

Approval of Minutes: May 19, 2022: Don Dubrule moved to approve; John Acker seconded and motion passed.

Approval of Agenda: Mike Roberts moved to approve; Don Dubrule seconded and the motion passed.

ZBA Communication: Don Dubrule spoke at length about setbacks and easements as they affected the recent denial of a zoning permit for the Edwards new home and its referral to the ZBA for a variance. He recommended the Board provide more depth and communication to the ZBA in future denials for their consideration in granting variances.

Zoning Permit Applications:

- **Ferwerda – New Home:** The Board previously reviewed the application documents and noted the lack of zoning officer recommendation. Zoning Officer Courtney Lantz said she reviewed the application and made a site visit, and recommended approval. The application packet was voted as complete at the previous meeting. Mike Roberts 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.***
- **Jackson – New Home:** The Board members agreed they had reviewed the application documents. Mike Roberts made a motion to accept the packet as complete, John Acker seconded and the motion passed. In further discussion and realizing ZO Lantz needed to clarify measurements, the Board agreed to rescind the previous vote of completeness. Mike Bonanno made a motion to table the application and set a special meeting (at no cost to applicant) for June 20 at 6:30 pm to continue consideration of the permit application. Mike Roberts seconded and the motion passed. ***ZO Lantz will make a site visit to clarify measurements and Kristi Garofalo will post the special meeting.***

Review of Zoning Permits Report: A written report was not available, but ZO Lantz reviewed current permits and made site visits, and gave the following verbal updates:

- **Sheehan – New Home:** Project complete, ZCC signed. Board agreed to remove from tracking.
- **Bahl – Deck:** No changes to site; ZO Lantz to contact. Continue to monitor.
- **M. Ferwerda – New Home:** ZO Lantz to contact. Continue to monitor.
- **Fisk – Garage:** Project complete, ZCC signed. Board agreed to remove from tracking.
- **Fallon – 2ND Story Deck:** Expiration should be 9/1/22 – ZO Lantz to contact. Continue to monitor.
- **Williams – New Home:** Expiration extended to 5/9/2023 – exterior done. Continue to monitor.
- **R. Fredey – New Home:** Expiration extended to 5/9/2023. Continue to monitor.
- **Mantia – New Home/Garage:** Project complete, ZCC signed. Board agreed to remove from tracking.
- **Stansfield – Shed:** ZO Lantz to contact. Continue to monitor.
- **Mugford – New Home:** Continue to monitor.
- **Lawler – New Home:** Send permit extension request letter. Continue to monitor.
- **Mondo – New Home:** Send permit extension request letter. Continue to monitor.
- **Byrnes – Shed:** Owners plans to complete by 8/31/22. Continue to monitor.
- **S. Fredey – New Home:** Send permit extension request letter. Continue to monitor.

- **Daniels/Holt – Dormer/Roof:** Dormer removed from project; roof done. The Board agreed contractor needs to confirm in writing change in project, then permit can be closed and removed from report.
- **Smith – New Home:** Site active. Continue to monitor.

Review of Incidents Report: Mike Bonanno asked everyone to use the MLD Observation Incident Report (OIR) forms to report issues so that incidents and responses could be tracked. ZO Lantz reported on the following incidents:

- **Li – French Pond – Motor Home:** Motor home sale in progress; the Board agreed to remove from incident tracking.
- **Rutherford – Valley Road – Yard:** The Board agreed ZO Lantz will contact owner. Continue to monitor.
- **Grant – Lakeside – Cutting:** reported to be under contract. Continue to monitor until sale confirmed.
- **Lapierre – Carr Road – Yard Trash/Vehicles:** OIR filed; ZO Lantz will investigate. Continue to monitor.
- **Popa – Swiftwater Circle – Clearing/Excavation:** Mike Bonanno said he contacted NH DES to see if installed septic was state approved, no response to date. OIR filed; ZO Lantz to contact owner regarding violation of MLD zoning ordinance.
- Additional OIRs were filed at the meeting; ***Kristi Garofalo will log them and make copies for ZO Lantz.***

Old Business:

- **Rules of Procedure:** Mike Bonanno made changes to the Rules of Procedures state recommended template and asked the Board to review them for discussion at the new meeting. ***Kristi Garofalo will create a new draft of the Rules for the next meeting.***
- **Zoning Amendments/Tara Bamford:** Mike Bonanno said he talked to planning consultant Tara Bamford about creating a zoning ordinance amendment for cell tower regulation and also creating an amendment for lot cleanup after clearcutting with fines if not done. Tara Bamford will research the issues and attend the September Board meeting to discuss them with the Board.

New Business:

- **Planning Board Meet & Greet:** Mike Bonanno announced an informal event on Saturday, July 30 from 10 to 2 at the District Office where residents can make suggestions, clarify concerns and ask about projects. Mike Bonanno will be present for the duration of the event and other Board members will join if possible.
- **27 Windsor Lane:** Mike Bonanno said he met with the contractor on the property and explained the need for a zoning permit. He said he felt comfortable speaking for the Board in telling the contractor he could continue working, but he should also apply for a permit.

Comments of the Public:

- Randy Berenson raised concerns about a parcel on Lodge Lane where trees are being cut. Mike Bonanno said a driveway permit has been approved by Haverhill and an MLD OIR has been filed so the property will be monitored. Randy Berenson asked about a property on Swiftwater with large piles of brush and an OIR was filed for that property as well.

Comments of the Zoning Officer: Courtney Lantz tendered her resignation from the Board due to her new position as the MLD Zoning Officer and the Board accepted.

Comments of the Board: Don Dubrule talked of clarifying front setbacks and all agreed to discuss the issue with Tara Bamford to consider amending the MLD zoning ordinance as necessary.

Next Regular Meeting Date: Thursday, July 21 at 6:00 pm.

Adjournment: Mike Roberts moved to adjourn; Mike Bonanno seconded. Motion passed and the meeting adjourned at 8:45 pm.

Respectfully submitted by,
Kristi Garofalo