

**MOUNTAIN LAKES DISTRICT
PLANNING BOARD MEETING VIA ZOOM VIDEO CONFERENCING
April 15, 2021 *UNAPPROVED***

Chair Mike Bonanno read a statement that the Board was authorized to meet electronically due to the declared state of emergency (COVID-19), that the meeting had been properly noticed and information given to the public on how to join the meeting via Zoom Video Conferencing, and that all votes would be by roll call, in accordance with the provisions of the Governor's emergency order.

Call to Order: Chair Mike Bonanno called the meeting to order at 6:35pm.

Roll Call: Mike Bonanno (with Polly Bonanno), Don Dubrule (alone), Mike Roberts (alone), Debbie Fisk (alone) and Polly Bonanno (with Mike Bonanno). Mike Bonanno declared a quorum present. Also present: Alternate Board member David Martella and Zoning Officer "Finn" Finnegan.

Public Present: Dottie Long, Scott Rutherford, Stan Davis, Rich Hearn, Bob Long, Ron Fredey, Randy Berenson, Ken Huard, Janice Heathman, Allan Heathman, Kristin Kane, Peter Fernandez, Stephen Williams and Vinnie Sorrentino.

Approval of Minutes – Mar. 25, 2021: Mike Roberts moved to approve; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed.

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

Zoning Permit Applications:

- **Davis – New Home (Hemlock):** The Board noted a driveway permit for the project was received. Mike Roberts moved to accept the application packet as complete; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Stan Davis said he could change the setback from 50 ft to 65 ft to be in compliance; the Board noted a new plot plan would be needed to reflect the change. After discussion, it was decided ZO Finnegan would meet with Stan Davis on 4/18 to set stakes and help create a new plot plan. Stan Davis said he would like to get approval as soon as possible. After discussion, Mike Bonanno moved to set a special Board meeting for Monday, April 19 at 6:30pm via Zoom to consider the Davis application with the new plot plan; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Mike Bonanno moved to table the application until the 4/19 special meeting; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed.
- **Williams – New Home:** The Board reviewed the application and noted receipt of the following: septic plan approval, Haverhill driveway permit, and private road affidavit filed with Grafton County. After discussion, Mike Bonanno moved to accept the application as complete; Mike Roberts seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Mike Roberts moved to approve the permit; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. **Mike Bonanno will sign permit and Kristi Garofalo will fax it to Haverhill.**
- **Heathman – Shed:** The Board reviewed the application. Mike Roberts moved to accept the application as complete; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Don Dubrule moved to approve the application; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. **Mike Bonanno will sign permit and Kristi Garofalo will fax it to Haverhill.**
- **Fredey – Home:** The Board reviewed the application. Mike Roberts moved to accept the application as complete; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. The address of the property was questioned and Ron Fredey said it would have a Hilltop View Drive address. Mike Bonanno noted the plumbing/electrical contractors were on the wrong lines; Ron Fredey gave permission for him to change the information to correct the error. After discussion, Mike Roberts moved to approve the application; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. **Mike Bonanno will sign permit and Kristi Garofalo will fax it to Haverhill.**
- **Fernandez – Deck:** The Board reviewed the application. Mike Roberts moved to accept the application as complete; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Polly Bonanno moved to approve the application; Don Dubrule seconded. The Board discussed the rear setbacks and noted the deck would infringe on it. After discussion, Polly Bonanno withdrew her motion to approve. The homeowners said they would re-design the deck project to be in compliance and the Board agreed to table the application until new information was received.
- **Hearn – Deck Stairs:** The Board reviewed the application. Mike Roberts moved to accept the application as complete; Polly Bonanno seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. Don Dubrule moved to approve the application; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. **Mike Bonanno will sign permit and Kristi Garofalo will fax it to Haverhill.**

Review of Zoning Permits Report:

- **Krull – Deck:** ZO Report: Work site active. Continue to monitor.
- **Sheehan – House:** ZO Report: Work site not active; no visible progress on exterior of structure. Continue to monitor.
- **Drew – Shed:** 3/25/21 Board approved extension of permit to September 2021. ZO Report: No visible signs of progress from the road. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** ZO Report: Exterior of structure completed; trailer removed from site. Continue to monitor.

- **Fisk – Garage:** 3/25/21 Board approved permit for partial demolition of shed. ZO Report: No visible progress from the road. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No visible progress from the road. Continue to monitor.
- **Morrison – Garage:** ZO Report: Work site active. Continue to monitor.
- **Martel – House and Garage:** ZO Report: Work site active. Continue to monitor.
- **Carlson – Shed:** 3/25/21 Board approved permit. Continue to monitor.

Review of Incident Report:

- **Foldeak/Schmead – Fire/Lot Clean Up:** ZO Report: Cleanup efforts continue. Mike Bonanno noted he contacted homeowners and they are aware of the deadline for cleanup. Continue to monitor.
- **Sorrentino – Cluttered Yard:** 4/09/21 Office Report: OIR received (anonymous) re: 115 Windsor Lane. ZO Report: No major changes. After discussion, the Board agreed ZO Finnegan will visit lot to create list of vehicles for zoning violations letter. Continue to monitor.
- **Valley Road – Logging:** ZO Report: Logging of site continues. Continue to monitor.
- **Auction Signs:** ZO Report: Bear Road signs removed; Board agreed to remove incident from tracking.
- **Brady – Kearsage – Driveway Permit: ZO Report:** No significant changes to site. Mike Roberts contacted homeowner and learned they have no plan to build at this time. The Board agreed to remove from tracking.
- **Ramaglia – Deerfield Drive – Driveway Permit:** ZO Report: No significant change to site. Continue to monitor.

Review of Application Tracking Report:

- **Mantia Application – New Home and Garage:** ZO Report: Pending ZBA hearing to resolve front setback violation issue (65 ft requirement, submitted plans show 28 ft setback). Continue to monitor.
- **Manitsas – Dock:** ZO Report: Pending ZBA hearing to resolve accessory building without primary structure issue as well as waterfront setback issue. Continue to monitor.
- **Williams – New Home:** ZO Report: Driveway recommendations received from Town Road Agent, pending valid septic approval. (Permit Approved – See above under Zoning Permit Applications – move to Permit Tracking Report).
- **Davis – New Home (Hemlock):** 02/18/21 Permit tabled pending approved driveway permit. 4/04/21 ZO Report: Approved driveway permit received. 4/10/21 ZO Report: Pending ZBA hearing to resolve front setback issue (65 ft requirement, submitted plans show 50 ft setback). (See above under Zoning Permit Applications).
- **Heathman – Shed:** 3/21/21 Application received. 4/10/21 ZO Report: Site visit conducted; ZO recommends approval. (Permit Approved – See above under Zoning Permit Applications – move to Permit Tracking Report).
- **Fredey – Home:** 3/17/21 Application received. 4/10/21 ZO Report: Site visit conducted; proposed construction feasible. Site qualifies as two front yards and meets setback requirements. (Permit Approved – See above under Zoning Permit Applications – move to Permit Tracking Report).
- **Fernandez/Kane – Deck:** 4/01/21 Application received. 4/10/21 ZO Report: Site visit conducted. Permit tabled – See above under Zoning Permit Applications.
- **Hearn – Deck Stairs:** 3/30/21 Application received. 4/10/21 ZO Report: Site visit conducted, proposed construction will not meaningfully change the footprint of residence, ZO recommends approval. (Permit Approved – See above under Zoning Permit Applications – move to Permit Tracking Report).

New Business:

- **Permit Fee Increase:** Don Dubrule noted permit fees have been the same for several years and suggested the Board review the fee structure for recommendation to the Commissioners. After discussion, the Board agreed to research permit fees in nearby areas as homework and bring the results to the May meeting for discussion.

Old Business:

- **Bundled Wood Sales:** Mike Roberts reported the Commissioners discussed a request to sell bundled wood near the mailboxes. They noted two sections of the zoning ordinance that prohibited it and that similar requests were previously denied. He said the request was dropped without a vote so the request could not be allowed.
- **Additional Zoning Officer:** Mike Bonanno said the ad for an additional zoning officer will be in the paper next week. The Board noted the additional office was intended to help ZO Finnegan and was not an indication of dissatisfaction with his work. They also noted interested parties should contact the District Office.

Comments of the Public: Randy Berenson asked whether arrangements have been made with the Town of Haverhill regarding the removal of future tax auction signs and was told Bob Long is working on the issue as one of his action items.

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, May 20 at 6:30 pm via Zoom

Adjournment: Polly Bonanno moved to adjourn; Debbie Fisk seconded. Roll Call Vote: Mike Bonanno-Aye; Polly Bonanno-Aye; Mike Roberts-Aye; Don Dubrule- Aye; Debbie Fisk-Aye; motion passed. The meeting adjourned at 8:07 pm.

Respectfully submitted by Kristi Garofalo