

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

**Call to Order:** Chair Mike Bonanno called the meeting to order at 6:04pm.

**Roll Call:**

- **Board:** Mike Bonanno, Mike Roberts, and John Acker were present, Don Dubrule arrived at 6:10pm and alternate member Polly Bonanno was present via Zoom. Mike Bonanno designated Polly Bonanno as a full voting member for the meeting and declared a quorum present. Zoning Officer Courtney Lantz arrived at 6:20pm.
- **Public Present In-Person:** Trevor Koehn, Amanda Koehn, Randy Berenson, Mike Bukowski, and Bill Clark.
- **Public Present via Zoom:** None

**Approval of Minutes:** **June 16, 2022:** Mike Roberts moved to approve; John Acker seconded and motion passed.  
**June 20, 2022:** Mike Roberts moved to approve; Polly Bonanno seconded and motion passed with John Acker abstaining.

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

**Guests: Trevor and Amanda Koehn:** Mike Bonanno introduced the Koehns who have applied for permit to build on Deerfield Drive, but missed the 14-day deadline for their permit to be considered at the meeting. The Board discussed the possibility of scheduling an expedited meeting but agreed to wait until ZO Lantz arrived to get her recommendation.

**Old Business:**

- **Rules of Procedure:** The Board reviewed a draft of the MLD Rules of Procedure based on the state template. They agreed to drop item (d) on page 3 as not applicable for MLD. After discussion, they also agreed Don Dubrule will bring wording changes to the next meeting to add to the draft regarding the Board's duties, including review and update of the Master Plan, development of the zoning ordinance, and review of zoning permit apps.
- **Planning Board Meet and Greet:** Mike Bonanno said Board members are invited to join him for a meet-and-greet Q & A event on Saturday, July 30 from 10:00AM to 2:00PM at the District Office. He said notice of the event has been in the DMAIL for the last couple of weeks and he will put a notice at the mailboxes next week.

ZO Lantz arrived and told the Board she talked to the Koehns about their permit application and has an appointment with them to take measurements. After discussion, the Koehns agreed to pay the \$80 fee for an expedited meeting and the Board agreed to schedule the special meeting for Thursday, July 28 at 6:00PM at the District Office. ***Kristi Garofalo will schedule and post the meeting; and a Board member will do the special meeting minutes.***

**Zoning Permit Applications: None**

**Review of Zoning Permits Report:**

- **Expired Ferwerda Permit:** Mike Bonanno said he spoke to MLD attorney Christine Fillmore and was told MLD could file a petition with the court for permission to go on the property to review measurements to resolve the permit questions. He said either the attorney could file the petition or she could provide the info so that MLD could do it. The Board agreed they would be more comfortable with the attorney filing the petition. Mike Bonanno made a motion to ask Christine Fillmore to file the paperwork for a court order allowing MLD on the property to finalize measurements; Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Don Dubrule-Aye; Mike Roberts-Aye; John Acker-Aye; Polly Bonanno-Aye; motion passed. ***Mike Bonanno will contact attorney Christine Fillmore.***
- **Bahl – Deck:** Deck partially done, may need extension. ***Kristi Garofalo will send extension letter.*** Continue to monitor.
- **Fallon – 2ND Story Deck:** ZO Lantz signed ZCC; Board agreed to remove from tracking report.
- **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.

- **Stansfield – Shed:** Response to extension letter received. Mike Bonanno moved to grant a 6-month extension to 12/21/22. John Acker seconded. Roll Call Vote: Mike Bonanno-Aye; Don Dubrule-Aye; Mike Roberts-Aye; John Acker-Aye; Polly Bonanno-Aye; motion passed. Continue to monitor.
- **Mugford – New Home:** House needs coating and finished septic, owner asked for 6-month extension. ***Kristi Garofalo will send extension letter.*** Continue to monitor.
- **Lawler – New Home:** Extension request letter sent 6/21/22; ZO Lantz will follow-up. Continue to monitor.
- **Mondo – New Home:** ZO Report: Owner said they will have staining done before permit expires. Continue to monitor.
- **Byrnes – Shed:** ZO Report: Owner to finish and stain shed. Will check back in August. Continue to monitor.
- **S. Fredey – New Home:** Extension request letter sent 6/21/22. ZO Lantz to follow-up. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Lantz signed ZCC; Board agreed to remove from tracking report.
- **Smith – New Home:** ZO Report: Home almost finished. Continue to monitor.
- **Li – Garage:** ZO Report: Garage complete pending stain. Continue to monitor.
- **Ngo – Solar Panels:** ZO Report: Panels done 6/20/22; waiting for electric hookup. Continue to monitor.

#### **Review of Incidents Report:**

- **Rutherford – Valley Road – Brush & Yard:** The Board agreed ZO Lantz will draft letter to owner. Continue to monitor.
- **Grant – Lakeside – Cutting:** Reported to be under contract. Continue to monitor until sale confirmed.
- **Lapierre – Carr Road – Yard Trash/Vehicles:** ZO Lantz attempted contact; will continue to try. Continue to monitor.
- **Popa – Swiftwater Circle – Clearing/Excavation:** ZO Report: no MLD or Haverhill permit filed, but has state septic approval. Continue to monitor.
- **Saymon – Windsor Lane – Work w/o Permit:** ZO Report: Owner put off more construction; will get permits to continue.
- **Russell – Swiftwater Circle – Brush Piles:** ZO Report: Accessed scene, drafting letter to owner. Continue to monitor.
- **Belanger – Lodge Lane – Brush Piles:** ZO Report: Accessed scene, drafting letter to owner. Continue to monitor.
- Mike Bonanno noted he contacted the State Forest Ranger about brush on the three MLD properties noted above. New OIRs were filed at the meeting; copies will be made for Office and ZO Lantz will investigate the incidents.

#### **New Business:**

- **New Member:** Board members asked questions of Mike Bukowski who has applied to be on the Planning Board. He said he has already served his country and now wants to serve his community as a member of the Board. After explaining the duties of a Board member and confirming Mike Bukowski's interest, Mike Bonanno moved to recommend Mike Bukowski to the commissioners for appointment to the Board as a full member. Don Dubrule seconded. Roll Call Vote: Mike Bonanno-Aye; Don Dubrule-Aye; Mike Roberts-Aye; John Acker-Aye; Polly Bonanno-Aye; motion passed.

#### **Comments of the Public:**

- Randy Berenson spoke about the lot on Swiftwater where the septic was installed but Haverhill and MLD permits have not been issued. He asked if something could be done to notify MLD when someone installs a septic system. After discussion, it was agreed that ***ZO Lantz will contact the lot owner and ask about their plans for the lot; she will also ask NH DES if MLD can be notified when septic approvals are issued for MLD properties.***

**Comments of the Zoning Officer:** ZO Lantz told the Board she will continue to work to monitor and close permits.

**Comments of the Board:** None

**Next Meeting Dates: Special Meeting:** Thursday, July 28 at 6:00 pm. **Regular Meeting:** Thursday, Aug. 18 at 6:00 pm.

**Adjournment:** Mike Bonanno moved to adjourn; John Acker seconded. Roll Call Vote: Mike Bonanno-Aye; Don Dubrule-Aye; Mike Roberts-Aye; John Acker-Aye; Polly Bonanno-Aye. Motion passed and the meeting adjourned at 7:15 pm.

Respectfully submitted by,  
Kristi Garofalo