

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

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

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

Public Present: In-person: NONE Via Zoom: Bill Clark.

Approval of Minutes:

- **Feb. 17, 2022:** Mike Roberts moved to approve; Don Dubrulle seconded. Motion passed with Polly Bonanno abstaining.

Approval of Agenda: Mike Bonanno requested “Polly Bonanno’s Term” be added under New Business. Polly Bonanno moved to approve the agenda with the amendment; Mike Roberts seconded. Motion passed.

Zoning Permit Applications: NONE

Review of Zoning Permits Report:

- **Sheehan – House:** ZO Report: No significant change to exterior. Continue to monitor.
- **Bahl – Deck:** ZO Report: No changes to site. Continue to monitor.
- **Ferwerda – House:** 2/17/22 Board meeting: Mike Bonanno to contact homeowner. 3/12/22 ZO Report: No update. After discussion, the Board agreed to initiate a “lawyer’s letter”. ***Kristi Garofalo will contact legal counsel and ask what information and documentation is needed, then pass along the information to ZO Finnegan for action.*** Continue to monitor.
- **Fisk – Garage:** ZO Report: Pending paint/stain. Continue to monitor.
- **Fallon – 2nd Story Deck:** ZO Report: No significant changes to site. Continue to monitor.
- **Williams – House:** ZO Report: No significant changes to building, pending completion of siding. Continue to monitor.
- **R. Fredey – House:** ZO Report: No significant changes to site. Continue to monitor.
- **Mantia – House and Garage:** ZO Report: No significant changes to site. Continue to monitor.
- **Davis – House (Hemlock):** ZO Report: ZCC complete. The Board agreed to remove this permit from the tracking report.
- **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 change to site. Continue to monitor.
- **Mondo – New Home:** ZO Report: No changes to site. Continue to monitor.
- **Byrnes – Shed:** ZO Report: No significant change to site. Continue to monitor.
- **S. Fredey – New Home:** ZO Report: No significant changes to site. Continue to monitor.
- **Daniels/Holt – Dormer/Roof:** ZO Report: No significant change 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: No significant changes to site. Mike Bonanno said the Commissioners sent a letter to the homeowners with a new deadline of April 15. Continue to monitor.
- **Li – French Pond Road – Motor Home:** ZO Report: Motorhome is approximately 50 from center of road, pending conversation with homeowner. Continue to monitor.
- **Rutherford – Valley Road – Lot Clean Up:** ZO Report: No significant change to site. Mike Bonanno reported Bob Long talked to property owner; they plan to build or sell in the next year. Continue to monitor.
- **Grant or Cassidy? – Lakeside Drive – Clearing/Cutting:** ZO Report: No change to site. Continue to monitor.
- **LaPierre – Carr Road – Trash & Vehicles in Yard:** Mike Bonanno asked ***ZO Finnegan to check out this property as a new incident for trash and vehicles in yard and report back to the Board.***

Review of Application Tracking Report:

- **Edwards – New Home – Sunapee Circle:** Office Report: Application docs rec'd 3/9/22 from general contractor. File not complete, fees not paid, turned in too late to be put on March agenda. 3/12/22 ZO Report: Preliminary review: front setback issue. Proposed plan is 47' from front setback, lacking tax map and building locations map. Detached garage submitted as part of plan, unsure where exactly garage is to be built. Continue to monitor.

New Business:

- **Polly Bonanno's Term:** Polly Bonanno said her term is up this month and she wants to step back as a full member of the Board, but she is willing to be an alternate. Mike Bonanno thanked her for her service and said he will ask the Commissioners to re-appoint her as an alternate member. The Board discussed ways to recruit new members and Polly Bonanno agreed to speak at the Annual Meeting to encourage others to serve. She will also ask Robert Roudebush to speak about serving on the Board.

Old Business:

- **Rules of Procedure:** The Board discussed the existing MLD Rules of Procedure and agreed on the following changes: Article V: A, 1: Insert "second Saturday" with "third Thursday" for regular meeting days; Article V, 2: Add "and applicant pays expedited meeting fee" at the end of the sentence; and Article VI, B1: Add "up to two times providing the second time presents new info" to the sentence. ***Kristi Garofalo will make changes and have a draft for the Board to review at the April meeting.***

Comments of the Public: NONE

Comments of the Zoning Officer: NONE

Comments of the Board: NONE

Next Regular Meeting Date: Thursday, April 21 at 6:30 pm.

Adjournment: Mike Bonanno moved to adjourn; Don Dubrule seconded. Motion passed and the meeting adjourned at 7:16 pm.

Respectfully submitted by,
Kristi Garofalo