**Town of Orford Planning Board Meeting**

 **9/15/14**

**Subject to Approval**

**Meeting Adjourned 7:00PM**

**Those present:** Ann Green (Chair), Andy Schwaegler (Vice-Chair), Chase Kling, Jim McGoff, Lawrence Hibbard, Skip Gould (Alt), Tom Steketee (Selectboard), Harry Osmer, Stacey Thomson, (son), Sam Hanford; Vickie Davis (Planning Assistant); Ray Clark, Melinda Ricker (scribe)

**Review minutes**: There were no additions or corrections to the minutes made. Tom S. moved to approve the minutes, seconded by Harry O; No corrections or additions, motion **passed unanimously at 7:03PM**

**Review of Gravel Pit Excavation, Stacey Thomson Properties on Montfort Farm Rd. (Tax Map 8-93 Lot 24E)**

Stacey reported that the gravel pit is going fine. Not a lot of product moving right now, lots of it in piles, the area has not expanded and there is no water coming down off the bank anymore, nor is there any standing water to speak of .

There was some discussion of the Planning Board’s continual role, and the following points were made or clarified:

Tom S. noted that the Selectboard receives the notice of intent, but the Planning Board has the responsibility to enforce.

Ann G. reminded everyone that the Board was unfamiliar with the procedures and is continuing to learn and review current procedures. The Planning Board would like to visit the site one year after the permit is filed. Stacey says that is no problem—that is how they do it in Woodstock, they visit the site every year.

 The Board did express their expectation that Stacey would give them a heads-up when he is starting new work.

Larry H. noted that there was water seeping towards the sandpile when they saw it; would like to see better erosion control in the future, perhaps a better reclamation plan?

Stacey responded that it seems water is under control now. Woodstock sends a letter when they want to visit the site; he invited Orford to do the same.

Work done on Stacey T’s property on 25A was discussed—there was no excavation involved, and complaints should come to him first—this is not the Planning Board’s purview.

**Ray Clark regarding Minor Subdivision, 589 NH Route 10 (Map 8-108R Lot 35)**

**7:27PM** Ray Clark arrived; wants to bring the Planning Board up to date on how the subdivision is progressing. He has made it through the time with Selectboard, has received approval for the subdivision subject to conditions. It is now understood that the Selectboard has jurisdiction over the floodplain ordinance and has now approved permit application forms etc. Future applications should be more straightforward.

The map will be further revised to show septic systems design and to provide clarity about restrictions for any potential builders.

Still to be done is the provision of the State Shoreland Permit and Septic system design to the Selectboard.

DOT temporary permit for driveway should be recorded by next week then from state.

State concerned about gravel running into culvert—does it need to be paved?

Also required to provide letter from professional engineer—meet item 8 section 4 of Floodplain Ordinance . RC thinks that is onerous but that is the jurisdiction of the Selectboard not the Planning Board.

Tonight Ray Clark came to request a waiver of the requirement that the driveway be 8’ wide and 18” deep with gravel. It was determined through discussion and review of the regulations that this waiver was actually unnecessary, since there is no depth requirement stated. 12.03B just states that there needs to be a layer of Stay-Pac or gravel with loam removed below. The current width is fine also. They won’t do this until construction begins on a house in any case.

Other notes about the subdivision:

Chase K. asked about the conditions from the Selectboard. Ray C. said the country lane agreement is owed and also a driveway permit from State of NH.

Ray C. also noted that the new map adds abutters and 4 other conditions imposed by the Selectboard—the new copy will come to the Planning Board. Municipal Water is still up in the air—not sure if they will add a new line or tap into a neighbor’s.

Ann G. noted that the Planning Board did receive the State Subdivision Approval for this subdivision.

Finished conversation at 8:01PM

**Review of Excavation Regulations** 8:02PM (Ray C. and Sam H. left)

Vickie D. brought new packet of regulations with small changes to pages 3,4, and 5. The Planning Board was in agreement about the fee amounts, which use the same model as the subdivision application, since the same costs are involved. The fee amounts will be an abutter notice fee of $7/abutter and an Application fee of $85 (which includes public notice and no extra charge for the permit itself). Page 10 added to C. Inspections to say that the Planning Board will visit at least once a year.

The Planning Board also approved the Application form (taking off line for Secretary and Zoning District).**Tom S. moved to bring regulations to public hearing at October meeting. Seconded by Chase K. Passed unanimously 8:25PM.**

**Review Budget**

Ann G. presented the budget and said the only amount to consider changing would be the Legal Services Consultation amount. This year the Planning Board went over budget with the Balches and Ray Clark and 2 other applications needing consultation: the budgeted amount ws $400 and so far this year we’ve spent $765. Ann G. proposed that we don’t raise the figure but rather try to use legal services through the municipal association which are free. Some things do need to go to Bernie Waugh but some could be done through the municipal association.

Oct. 15th is the date to meet with Selectboard to go over the budget. All who want should come.

Larry H. asked whether the budget covers the conference he attended. Ann G. will check (does it come under dues and subscriptions?).

Harry O. and Larry H. think we should ask for more, and Andy S. pointed out that the amount used to be a lot higher.

The Planning Board members agreed to ask for $600 for legal fees next year.

**Applications for Lot Line Adjustment Approval** **and Boundary Line Agreement**

At 8:28PM these were passed out, reviewed by Planning Board members and a motion was made to approve the application forms by Andy S. Seconded by Harry O. , and **passed unanimously at 8:32PM.**

**Covenant for Shared Maintenance of Common Access Country Lane**

The outdated legal phrases such as “whereas” were removed. This was passed out and reviewed by Planning Board members at **8:34PM**. They decided to rewrite a section and review again at the next meeting.

**Motion to Adjourn** **by Chase K; seconded by Jim M. 8:37PM.**