

**Town of Orford Planning Board  
Meeting Minutes – December 15, 2014**

***Subject to Planning Board Review and Approval***

*Board Members & Staff Present:* Ann Green, Chair; Andy Schwaegler, Vice-Chair, Lawrence Hibbard, Member; Jim McGoff, Member; Harry Osmer, Member; Chase Kling, Member; Tom Steketee, Selectboard Representative Member; Edward (Skip) Gould, Alternate; and Victoria Davis, Planning Assistant

*Board Members Absent:* Rob O'Donnell, Alternate; Sam Hanford, Alternate

*Public:* Bruce & Sarah Schwaegler, Peter Fisher

**Item 1: Review of Meeting Minutes:** Ann Green called the meeting to order at 7:00 pm. The minutes of the March 15, 2015 meeting were reviewed. Changes were made to say the meeting “convened” at 7:02 pm rather than “adjourned,” in Item 1, the name “Society for the Protection of NH Forests” was corrected; and in Item 3, the motion language was changed to “Chase K. made a motion to approve the lot line adjustment with the waiver for scale and **an addition of a note to distinguish between the new and old lot lines on the Mylar.**” ~~“new lot line” added as well as “to be deleted or old lot line” to the Mylar.~~ Tom made a motion to approve the minutes as amended. Jim seconded the motion, and unanimous agreement followed. Much later in the meeting, it was noted that in Item 2 of the March 15 meeting minutes,, Jim had voted “no” in the public hearing. He said he voted this way as he did not understand the application. Ann pointed out that every Board member is responsible to ask questions so they do understand the application to make a responsible vote. No motion was made. Sam Hanford stopped by to see if he was needed, and went home as he had just had returned from a trip.

**Item 2: Bruce & Sarah Schwaegler Informal Meeting for Voluntary Merger & Lot Line Adjustment (Tax Map 007-032-028; 008-029-059A, 059B & 59):** Andy Schwaegler recused himself from the discussion and moved to the public seating. Ann appointed Skip to sit in for Andy. Bruce presented sketches of his proposal for four existing lots on Indian Pond Road. The four lots represent about 190 acres. The objective is to end up with a five to seven acre lot on Indian Pond Road next to the Jones/Dennison house and a remainder lot also with frontage on the Indian Pond Road. They are rather oddly configured lots, three with narrow road frontage. Bruce and the Board discussed the various methods to achieve this. It was agreed that the simplest procedure for Bruce would be to apply for a Voluntary Merger to merge three lots: 007-032-028, 08-29-59A, and 008-29-59B. There would then be the merged lot and lot 008-029-059.

He would then provide a lot line adjustment application between the merged lot and lot 008-029-059 to provide the five to seven acre lot and the remainder lot on Indian Pond Road. Bruce stated that the proposed five to seven acre lot has had two test pits which proved the soils are good for a septic system. There is also a good location for a driveway. Under the Subdivision Regulations, these are not requirements for a lot line adjustment, but Bruce and the Board felt it was good information for this proposal.

Bruce stated he will request a waiver for the map scale to allow the property to be shown on one Mylar sheet. He expects to submit his applications for the June meeting.

**Item 3: Planning Board Procedure Discussion:** Ann brought up a discussion about the previous meeting and two public hearings. The word “reconfigure” had been used in public notices which caused confusion for Chase. Ann pointed out that Chase had recused himself from the first lot line adjustment public hearing purportedly due to the term “reconfigure” in the public notice, but had voted in favor of a proposal during second lot line adjustment public hearing when the same language had been used. Chase explained that in his mind, “reconfigure” referred to an actual subdivision, but not a lot line adjustment. The first hearing was for a lot line adjustment, and the second hearing was for a lot line adjustment as well, but Chase felt it was more

like a subdivision. Vickie stated that Chase and she would have to “agree to disagree” as she did not believe the word was inappropriate in either case. However, she will refrain from using the word in the future. Ann cautioned the Board that every case should be treated fairly and consistently.

Harry expressed concern that Chase repeatedly refers to himself and “his constituents.” Harry stated that if someone wants to be represented, they can attend the meeting instead of being anonymously represented by a Planning Board member.

**Item 4: Accessory Dwelling Application & Notice of Decision Form Review:** Ann provided copies of the existing forms. She refreshed everyone’s memory that they had voted not to contact people who had already built accessory dwellings without exemptions, but to put a notice in the annual report. When the Subdivision Regulations were amended, the Board removed a section requiring written notice to the Board of any transfer of property with an accessory house. This change as well as others are not reflected in the forms. Ann and Vickie will work on these for the next meeting.

**Item 5: Request for Exemption for Accessory Dwelling by Peter and Mary Sue Fisher (Tax Map/Lot 8-93-67, 949 Route 10):** Peter Fisher came before the Board to request an exemption for a proposed apartment. He and his wife are building a new house in Orford with a detached barn/garage with an apartment. His wife had noticed in the town report that they were required to get an exemption. The house and apartment will share the same septic system. Chase made a motion to deem the application complete, and Harry seconded the motion. Unanimous agreement followed. Mr. Fisher told the Board that they had to remove the trees along Route 10 to accommodate a driveway. The State later moved the driveway location. Harry made a motion to approve the exemption excluding the transfer requirement as noted in Item 4. Jim seconded the motion, and unanimous agreement followed. Ann provided a copy of the Notice of Decision to Mr. Fisher.

**Item 6: Other Business:** Chase noted that it was time to do an annual visit to Stacy Thomas’s gravel pit. The Board agreed to try to visit in May when the ground dries up a bit. Ann will contact Stacy to make arrangements. They would like to go at 6:00 pm before the May 18 meeting.

Ann shared information about the NH Planning Conference to be held in Concord on May 2. Ann pointed out that the Town of Orford Long-Range Community Facilities Plan was completed this month and is available in the Town Offices and the two libraries. Ann mentioned that the Planning Board should begin thinking about accomplishing a master plan update. It was last updated in 2001. The Board could send out requests for proposals to get the work done. Ann and Tom discussed the Selectboard review of the floodplain ordinance with Vickie this Wednesday. Harry inquired if the Fisher house is in the floodplain. The floodplain map indicated that it may not, though it should be evaluated by the Selectboard.

The meeting adjourned at 8:30 pm.

Submitted by,  
Victoria Davis, Planner  
Upper Valley Lake Sunapee Regional Planning Commission

#### **Tentative Meeting Agenda for May 18, 2015**

- Ray Clark waiver request
- Accessory dwelling unit forms discussion