**Town of Orford Planning Board**

**Meeting Minutes – November 16, 2015**

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

*Board Members & Staff Present:* Ann Green, Chair; Andy Schwaegler, Vice-Chair, Lawrence Hibbard, Member; Jim McGoff, Member; Chase Kling, Member; Tom Steketee, Selectboard Representative Member; Sam Hanford, Alternate; and Victoria Davis, Planning Assistant

*Board Members Absent:* Harry Osmer, Member; Rob O’Donnell, Alternate; Edward (Skip) Gould, Alternate

*Public*: Robin Weisburger and Fran Plaisted (arrived about 7:30 PM)

**Item 1: Review of Meeting Minutes:** Ann Green called the meeting to order at 7:00 pm and appointed Sam Hanford to sit on the Board. The minutes of the October 19, 2015 meeting were reviewed. Jim McGoff made a motion to accept the minutes. The motion was seconded by Andy Schwaegler, and unanimous approval followed.

**Item 2: Public Hearing to Review Proposed Floodplain Ordinance Amendments:** Ann opened the public hearing at 7:10 pm. There was no public in attendance. Victoria Davis reviewed the proposed changes with the Board. Tom Steketee pointed out that the changes are primarily to make the ordinance more clear and reflect recent FEMA definition changes. Andy Schwaegler made a motion for the Planning Board to support the proposed amendments and send them on to the March town meeting. Ann Green seconded the motion, and unanimous agreement followed.

**Item 3: Informal Meeting with Robin Weisburger and Fran Plaisted (Tax Map 8-89-3B):** Robin Weisburger and Fran Plaisted each own a lot on Orfordville Road. They would each like to purchase one-half of a lot between their lots (8-89-3B) owned by David Heller. Robin Weisburger owns tax map lot 8-89-3D and Fran Plaisted owns 8-89-3C. There was discussion about different options for achieving this. Since the closing is in December, the Board and the potential applicants decided that one of them could buy the Heller lot and merge it with their existing lot. Then the other person would annex half the previous Heller lot. All lots have been surveyed in the past. Their hope is that a surveyor will be willing to simply survey out a new line to separate the desired lot. The Board determined they could do the merger and the lot line adjustment on the same evening.

**Item 4: Other Business:** Ann Green reported that she spoke with John O’Brien about the Ted Eck curb cut aprons. There are plans to pave them as required by the Subdivision Regulations. There was a discussion about Ray Clark’s remaining conditions for approval. Ann Green reported that Ray Clark had e-mailed her to say the septic design is complete though it has not been submitted to the NH DES yet. He will be working on a Shoreland Permit, and he has hired an engineer to determine the cumulative effect of his proposed development. It was also determined that the Board should determine if Ray Clark built his country lane to regulation specification as required in the Notice of Decision. Ann Green will e-mail him. Chase King distributed a flyer reminding people that it is illegal to tamper with boundary markers. The Selectboard office will give these out to “intent to cut” applicants.

**Item 5: Master Plan Update:** Ann Green reported that the Selectboard suggested that a committee be formed by the Planning Board to update the master plan which was last done in August 2001. Ann Green will contact the previous committee to see what they would recommend. Andy Schwaegler pointed out that Vital Communities had helped with an early survey of residents for the master plan.

Jim McGoff made a motion to adjourn. Andy Schwaegler seconded the motion, and unanimous agreement followed. The meeting adjourned at 9:00 pm.

Submitted by,

Victoria Davis, Planner

Upper Valley Lake Sunapee Regional Planning Commission

**Tentative Meeting Agenda for December 21, 2015**

* Master Plan Committee