**Town of Orford Planning Board**

**Meeting Minutes – January 18, 2016**

***Approved***

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

*Board Members Absent:* Tom Steketee, Selectboard Representative Member; Rob O’Donnell, Alternate; Edward (Skip) Gould, Alternate

*Public*: Harry Burgess, Chad Clark, Robin Weisburger, and Fran Plaisted

**Item 1: Review of Meeting Minutes:** Ann Green called the meeting to order at 7:00 pm. The minutes of the December 21, 2015 meeting were reviewed. Jim McGoff made a motion to accept the minutes. The motion was seconded by Chase Kling, and unanimous approval followed.

**Item 2: Public Meeting and Hearing for Robin Weisburger (Tax Map 8-89-3B), Robin and Donald Weisburger (Tax Map 8-89-3D), and Fran Plaisted (8-89-3C) ,Orfordville Road Lot Line Adjustments:** Victoria Davis reviewed the application noting that there were only minor problems with the two applications which she passed on to Harry Burgess to make corrections. Harry Osmer made a motion to deem the application complete. Andy Schwaegler seconded the motion, and unanimous agreement followed.

Ann Green opened the public hearing. Harry Burgess presented the application stating that there were three lots involved with three different owners. Robin Weisburger had recently purchased lot 3B so she and her husband could annex half to their lot 3D and sell the other half to Fran Plaisted who would annex the remaining half of lot 3B to her lot 3C. When Robin Weisburger purchased lot 3B, she bought it in her name only which required that there be two lot line adjustments rather than a merger and then a lot line adjustment with Fran Plaisted as previously discussed at the informal meeting. The proposal would take three lots and make two.

Harry Burgess pointed out that he had made corrections to the plan as requested by Victoria Davis: Change the title block to indicate two lot line adjustments; make a note about the “easement area” shown on the map; add the septic system and well (which he chose instead of requesting a waiver); and remove the “secretary” signature line. He also submitted the easement deed.

There were no abutters or interested parties present to make comments. Ann closed the public hearing.

Chase Kling made a motion to approve the applications. Harry Osmer seconded the motion, and unanimous agreement followed.

Chase Kling then pointed out that here is an error of a street name in the inset map. Harry Burgess agreed to fix it.

**Item 3: Exemption for Accessory Dwelling Unit:** Ann Green reviewed past discussions about exemptions for accessory dwelling units from January and February 2015 including a conversation between Attorney Steven Buckley at the NH Municipal Association and Victoria Davis. His opinion was that the Town of Orford did not need to be overly concerned about regulating the number of buildings on a lot in order to prevent an “assumed subdivision” or “right to a subdivision.” Even if they built more than one house, they would still have to go through the municipal subdivision process and a process with NH DES to obtain septic system approvals. It is important to make this clear in the Subdivision Regulations.

The Board has been discussing how to enforce property owners signing a “Notice of Exemption” to clarify that building a second residence does not mean a subdivision will be approved. Harry Osmer made a motion to leave the Subdivision Regulations as they are for now while recognizing that enforcement is very difficult. Jim McGoff seconded the motion, and unanimous agreement followed.

**Item 4: Other Business:** Ann Green clarified that Rob O’Donnell never responded to her letter of inquiry if he was still interested in being a Planning Board Alternate. She had told him if he did not respond, she would assume he was not interested. It has been several months, so he clearly is not interested. Ann Green said she will send a note to Edward (Skip) Gould, Alternate and will speak to Tom Steketee, Select Board representative to inquire if they are still interested in being on the Planning Board. It was noted by the Board that there is an alternate Select Board representative, and at least one of them should be attending the Planning Board meetings.

Ann Green stated that she will be scheduling an initial master plan meeting with Sam Hanford, Paul Dalton, and Bruce Schwaegler as they had helped with the previous master plan.

Ann Green passed out a draft annual report for the Planning Board to go into the Town Annual Report. The Board approved the report.

Town Attorney Bernie Waugh provided a list of the latest NH RSA changes and latest relevant court cases that might interest the Board. Ann Green distributed these to the Board members. Bernie Waugh is willing to come to the Board meeting to discuss these changes.

The meeting adjourned at 8:30 PM.

Submitted by,

Victoria Davis, Planner

Upper Valley Lake Sunapee Regional Planning Commission

**Tentative Meeting Agenda for February 15, 2016**

* Master Plan Committee