

**Town of Orford Planning Board
Meeting Minutes – August 18, 2014**

Board Members & Staff Present: Ann Green, Chair; Lawrence Hibbard, Member; Harry Osmer, Member; Chase Kling, Member; Tom Steketee, Selectboard Representative Member; Edward (Skip) Gould, Alternate; Sam Hanford, Alternate; and Victoria Davis, Planning Assistant

Board Members Absent: Andy Schwaegler, Vice-Chair; Jim McGoff, Member; Rob O'Donnell, Alternate

Public Present: Bruce & Chris Balch, Bonnie Cook, Harry Burgess, Ray Clark

Item 1: Review of Meeting Minutes: Ann Green called the meeting to order at 7:00 pm. She appointed Skip to sit in for Jim. Minor changes were suggested to the minutes. Mention is added that Kelly Monahan, Register of Deeds submitted a letter to the Board dated July 15, 2014 stating that the Bunten easement reserving land for two lots in the future is recorded to “dispel any rumor or concern over the source of the document.” At the time, Board members had commented that they already knew this. Tom made a motion to approve the minutes of as amended; Harry seconded the motion; and unanimous agreement followed.

Item 2: Balch Minor Subdivision Amendment Hearing (Tax Map 8, Lots 95 & 5): Harry Burgess presented a map showing a change in driveway curb cut for proposed lot 5C. Previously, the driveway was to be shared with neighboring lot; however, a written right of way was not obtainable so the Balches moved the driveway access to a private driveway completely on lot 5C. Harry Burgess also pointed out that they moved the right of way on lot 5C to the back land under conservation easement to make room for the private driveway. Ann noted that all other conditions of approval had been met including State Subdivision Permit (septic for lots under five acres), curb cut permits, and minor map changes. Bruce Balch stated he had put a gate up so the Gendron well could be easily accessed. Harry made a motion to approve the amendment to the subdivision. Tom seconded the motion, and unanimous agreement followed.

Item 3: Discussion of Excavation Regulations: Vickie distributed the State's new excavation regulations model with minor changes proposed after review by Ann and Vickie. The model and proposed changes seemed acceptable to the Board though there were a few questions remaining to be addressed at the next meeting: are there any guidance documents for excavation over aquifers and seasonal high water tables? The model refers to a town zoning ordinance which is not applicable to Orford. What distance should an excavation remain above the high water table? Mary Pinkham-Langer had said in an e-mail that she had seen 6' frequently. What fees should be charged for filing, advertising, and permit?

There was general discussion about how often the Board should visit an excavation site. Larry pointed out that a pit could change fast during excavation. Harry recalled a large wet area on the Thomson site that was attributed to run-off but a follow-up visit might have confirmed this. Ann stated she felt once a year should be enough. The Board determined that “at least once a year” should be put into the regulations. Specific inquiry about the Thomson site prompted Ann to suggest that they have Stacey Thomson visit the Board to discuss his existing permitted excavation site as well activity on the Paragon property next to the Streeters.

Item 3: Ray Clark and Flood Plain Ordinance Procedure: Ray Clark stopped by the meeting to express his annoyance with the Select Board who he feels has not been responsive to his requests for information. He said he is frustrated with the length of time it has taken so far to obtain a permit to construct the Country Lane in the floodplain to his proposed new lot on the river. He further stated that he understands he needs a Shoreland Permit from the State. The Board members explained to Ray that it is not in their purview at this point. They have reviewed the subdivision and approved it conditionally. Once he meets the conditions the Board can approve his subdivision. However, the permit to build within the flood plain is a Selectboard issue.

On a more general note, the Board wanted to record that in the future they should make approvals related to subdivisions within the floodplain conditional on a permit from the Selectboard.

Item 4: Charles & Hideko Smith Voluntary Merger (Tax Map 8, Lots 12 & 14): The Board reviewed the two abutting lots on Andrew Road. One lot is 2.2 acres and the other lot is 2 acres. Lot 12 has a house and lot 14 is vacant. Harry made a motion to approve the merger. Chase seconded the motion, and unanimous agreement followed.

The meeting adjourned at 9:15 pm.

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

Tentative Meeting Agenda for September 15, 2014

- Excavation Regulations review and potential vote to public hearing
- Review of Excavation Permit and Application Forms
- Review of Covenant Shared Maintenance of Common Access Country Lane
- Review and approval of all Subdivision forms except Minor and Major Subdivisions as minutes do not reflect other approvals