

**Town of Orford Planning Board  
Meeting Minutes – July 13, 2021**

*Board Members & Staff Present:* Faith Knapp, Chair; Ann Green, Member; Harry Osmer, Member; Terry Straight, Member; Roberta Gray Hill, Member; Alternate Jennifer Carter, Alternate and Victoria Davis, UVLSRPC

*Board Members Absent:* Fred Kidder, Select Board Rep; John Adams, Select Board Rep

*Public:* Kenny King, John Chapin

**Item 1: Review of Meeting Minutes:** Faith called the meeting to order at 5:30 PM. The Board reviewed the minutes of the June 8, 2021 meeting. Ann made a motion to approve the minutes; Terry seconded the motion; and unanimous agreement followed.

**Item 2: Informal Meeting with John Chapin:** John is representing friend Barbara (BB) Sargent who owns property at 1363 Dartmouth College Highway. She had merged three lots around 2005: one with a house with a septic system and well; a second with garage with an apartment with its own driveway and septic system and potentially sharing the house well and river frontage; and a third lot which was vacant with river frontage. John stated Barbara would like to unmerge one of the original lots with the garage and apartment to sell separately. The house lot and the vacant lot would remain merged.

The Board reviewed a map provided by John from 2005 and felt the subdivision was possible. Ann pointed out Section 3.03 of the Subdivision Regulations which states, “A Major Subdivision is any subdivision which results in four or more lots or sites, or that requires new streets or public improvements. Major Subdivision also includes re-subdivision of a lot subdivided under the Minor Subdivision procedures within the previous ten years.” There was question whether this would apply, but the original merging seems to have been over 10 years ago anyway.

The Board determined the applicant should 1. check in with the Select Board if there are back taxes before moving ahead, 2. confirm the water supply for the apartment, and 3. contact the original surveyor Harry Burgess to inquire about creation of a new mylar for recording.

**Item 3: Officer Elections:** The Board discussed a new chair and Jen was suggested. Since she is an Alternate, this was not possible. Harry made a motion to appoint Jen as a full member to fill a vacancy. Roberta seconded the motion and unanimous agreement followed. She will have to be sworn in.

Roberta made a motion to appoint Harry as Vice-Chair. Faith seconded the motion, and unanimous agreement followed.

Harry introduced Kenny King who was interested in being a Planning Board Alternate. Faith made a motion to appoint Kenny as an alternate. Roberta seconded the motion and unanimous agreement followed.

**Item 4: Legislative Update:** Vickie provided a list of planning related legislation that has passed since 2013. The Board reviewed each item and there was discussion if State requirements should be included in the Subdivision Regulations. Vickie suggested that the Board could simply change the application, but she will inquire from NH Municipal Association Legal Counsel.

Vickie suggested that the accessory dwelling section of the Subdivision Regulations is more appropriate for a Zoning Ordinance. Ann thought there was a specific reason for this section in the regulations and she will look back through the old minutes.

Terry made a motion to adjourn. Roberta seconded, and unanimous agreement followed. The meeting adjourned at 6:30 pm.

Respectfully Submitted,  
Victoria Davis, UVLSRPC

**Tentative Meeting Agenda for August 10, 2021, 5:30 PM, Town Offices**

- Review of Stacy Thomson subdivision
- Election of Chair