

**Town of Orford Planning Board
Meeting Minutes – November 9, 2021**

Board Members & Staff Present: Jennifer Carter, Chair; Harry Osmer, Vice-Chair; Terry Straight, Member; Faith Knapp, Member; Ann Green, Member; Fred Kidder, Select Board Representative; and Victoria Davis, UVLSRPC

Board Members Absent: Roberta Gray Hill, Member; John Adams, Select Board Representative Alternate; and Kenny King, Alternate

Public: Mary (Heidi) Wilson & Ted Eck; Jake Burgess, Pioneer Surveying; Mason & Mandy Bailey

Item 1: Review of Meeting Minutes: Jennifer called the meeting to order at 5:30 PM. The Board reviewed the minutes of the October 12, 2021 meeting. Harry made a motion to approve the minutes; Fred seconded the motion; and unanimous agreement followed.

Item 2: Minor Subdivision, Theodore Eck Trust, Archertown Road (Tax Map 8-29, Lot 73):

Jennifer opened the public meeting at 5:35 PM. Jake Burgess, Pioneer Surveying presented the application which had changed since submission. The new plan is now only two lots instead of three on the application. The State of NH DES required a different layout due to the wetlands. The lots will be 2.53 acres and 52.34 acres. Jake also provided the Board with a copy of the State Subdivision approval for the current subdivision plan. The Board reviewed the application check list for completeness. It was noted that the driveway to the larger lot that had been on the original map was no longer shown. There are two existing driveways on the smaller lot. The proposed well and septic area were shown on the smaller lot, but not on the larger lot as required by the Subdivision Regulations 5.03. Jake explained that the lot is quite large and clearly able to handle a septic system and well. He added that there is no immediate plan for development, and he would be glad to submit a written request asking the Board to waive the requirement to show a proposed well and septic location on the larger lot. The note on the plan did not match the required language of Subdivision Regulation application. The waiver to not survey the larger lot was acknowledged, but also noted that it relied on a survey that was not provided and has not been recorded. Jake offered that he could obtain the survey done by Gardner Kellogg if desired by the Board. No one on the Board requested a copy of the map. It was requested that a note be added to the survey referencing the unrecorded survey. Fred made a motion to accept the application as complete subject to submission of the needed written waiver. Terry seconded the motion, and unanimous agreement followed.

Jennifer closed the public meeting and opened the public hearing. She asked if any of the attending public had any questions or comments. The Baileys inquired which of the two test pits shown on the new plan for the smaller lot would be the area for the septic system. Jake responded it would be the one with the 4,000 square foot reserved area shown. There being no other questions or comments, Jennifer closed the public meeting and the Board entered deliberations.

Ann made a motion to approve the waiver requests and minor subdivision with conditions previously stated:

1. The applicant to provide the request to waive the requirement to show the proposed septic and well site on the larger lot in writing to the Board.
2. The driveway on the larger lot to be shown.
3. Correct the note on the plan to match the requirement in the Subdivision application.
4. Add note properly referencing the unrecorded map.

Faith seconded the motion, and unanimous agreement followed. Vickie will create the Notice of Decision and send to Jennifer for her signature and submission to the applicant.

Item 3: Other Business:

The Board reviewed the invoice from UVLSRPC for September and October. Fred made a motion to approve payments and Faith seconded with unanimous agreement following.

Ann made a motion to adjourn the meeting at 6:40 PM. The motion was seconded by Faith, and unanimous agreement followed.

Respectfully Submitted,
Victoria Davis, UVLSRPC

Tentative Meeting Agenda for December 14, 2021, 5:30 PM, Town Offices

- Mountain Hide Away (Dec)

Future Meeting Topics

- Review of Subdivision Regulations/Rules of Procedure (Jan – Feb?)