

**Town of Orford Planning Board
Meeting Minutes – June 14, 2022**

Board Members & Staff Present: Terry Straight, Chair; Harry Osmer, Vice-Chair; Faith Knapp, Member; Kenny King, Member; John Q. Adams, Select Board Representative Alternate; Vickie Davis, UVLSRPC

Board Members Absent: Jennifer Carter, Select Board Representative; Alternate; Nicholas Kellogg, Alternate

Public Attending: Harry Burgess, Pioneer Surveying

Item 1: Review of Meeting Minutes: Terry called the meeting to order at 5:30 PM. The Board reviewed the minutes of the May 9, 2022 meeting. Harry made a motion to approve the minutes; Faith seconded the motion with unanimous agreement following.

Item 2: Steven and Brenda Jones Voluntary Merger Meeting: The Joneses did not appear for the meeting. The Board reviewed the application, and it was noted that the tax map lot numbers were inaccurate on the application. The lots read “Tax Map 8-91B Lot 27 and Tax Map Lot 000008-00081B with no lot number.” The second lot number is presumed to be lot 26, but the application needs to be corrected and initialed by the applicant. It was also noted that a State law RSA 674:39-a requires that the applicant provide evidence that any mortgages have been paid in full or that the mortgagors provide written consent to the merger. Vickie had spoken with Brenda Jones who said she would either provide a written statement that the mortgages had been paid in full or attend the meeting. She did neither. Kenny made a motion to table the meeting for the afore mentioned reasons and requested a written statement from the applicants that the mortgage(s) have been paid in full. Vickie will convey this information to the applicants.

Item 3: Mountain View Hideaway Street Approval Discussion: Nothing has been received for review. The deadline is the July Planning Board meeting date, July 12, 2022.

Item 4: Pioneer Surveying Informal Subdivision Meeting: Harry Burgess of Pioneer Surveying presented an informal request for review of a sketch on an existing survey showing that the Peter Thomson Trustees would like to subdivide Tax Map 1-93 Lot 27 of 76.63 acres into two lots: a 7-8 acre parcel with the existing house and the remainder as the existing tree farm. Harry B. pointed out that there is 1,300’ of road frontage on Route 25A (the tax map shows more) and 50’ on East Cemetery Road for the tree farm. A shared driveway off Route 25A will remain to serve both lots, and the tree farm lot would obtain a right-of-way to preserve that access. The Board inquired about the current use status of the property, and Harry B. responded that he will find out for when the application is submitted. The Board expressed this was a reasonable subdivision proposal.

Item 5: Simple Zoning Ordinances: Vickie pointed out that the Planning Board should review their Master Plan before getting too deeply into zoning explorations. NH RSA 674:2 states, “The master plan...give[s] legal standing to the implementation ordinances and other measures of the planning board.” The RSA further explains that the purpose of the master plan is to set down as clearly and practically as possible the best and most appropriate future development of the town. She stated the 2018 master plan update seemed to be more of an inventory of the regulations the town already has as well as a summary of a community attitude survey without

giving clear direction to the town. She asked that the Board review the master plan to determine their own opinions so they could discuss if a master plan update is needed. The NH RSAs also outline the minimum requirements for a master plan including the existing conditions and the proposed location, extent, and intensity of future land use. Since a zoning ordinance hinges on the master plan, she observed the Planning Board might wish to address the master plan first. She also noted that a master plan often references other town documents such as the Natural Resources Inventory, the Emergency Operations Plan, the Hazard Mitigation Plan, and any others. These should be up to date as well. It was noted that the Wireless Ordinance is very outdated.

Item 6: Subdivision Regulations and Rules of Procedure Amendments: Vickie suggested that she email/mail the Subdivision Regulations amendments to Board members for review and further amendments and discussion points. It was agreed and Vickie will mail a copy to Harry.

Item 7: Planning Board Mail & Invoices: Harry made a motion to approve the UVLSRP monthly invoice for \$650. Kenny seconded the motion, and unanimous agreement followed.

Item 8: Other Business: Harry and Kenny will have a look at the Stacy Thomson gravel pit to update the Board. Vickie had talked with Esther about the use of the gravel pit. Esther said no activity had occurred in at least two years which prompted the need for a new permit to excavate per the Excavation Regulations. Esther sent the application to Stacy.

Kenny made a motion to adjourn the meeting at 6:50 PM. The motion was seconded by Faith, and unanimous agreement followed.

Respectfully Submitted,
Vickie Davis, UVLSRPC

Tentative Meeting Agenda for July 12, 2022, 5:30 PM, Town Offices

- Voluntary Merger Application from Steven and Brenda Jones
- Mountain View Hideaway Street Approval Discussion
- Review of Subdivision Regulations/Rules of Procedure
- Amendments to Subdivision Regulations applications
- Master Plan discussion
- Potential for Minor Subdivision Application from Pioneer Surveying for Peter Thomson Trust
- Potential for Stacy Thomson gravel pit application review