

**Town of Orford Planning Board  
Meeting Minutes – July 12, 2022**

*Board Members & Staff Present:* Terry Straight, Chair; Harry Osmer, Vice-Chair; Faith Knapp, Member; Kenny King, Member; Jenn Carter, Select Board Representative; Vickie Davis, UVLSRPC  
*Board Members Absent:* John Q. Adams, Select Board Representative Alternate; Nicholas Kellogg, Alternate  
*Public Attending:* Paul Griffin, Mark Miller (virtually)

**Item 1: Review of Meeting Minutes:** Terry called the meeting to order at 5:30 PM. The Board reviewed the minutes of the June 14, 2022 meeting. Harry made a motion to approve the minutes; Kenny seconded the motion and unanimous agreement followed.

**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 corrected on the application. It was also noted that the applicants had stated on the application that the mortgages had been paid in full so no consent was required from any mortgage holder. Faith made a motion to approve the application. Harry seconded the motion, and unanimous agreement followed. Terry will sign the application for recording and Vickie will prepare a notice of decision also for Terry's signature and submittal to the applicant.

**Item 3: Mountain View Hideaway Street Approval Discussion:** Nothing has been received for review. The deadline was the July Planning Board meeting date, July 12, 2022. Mark Miller attended the meeting virtually. He stated he was in contact with the engineer who originated the driveway plan for the application, and they had not had enough time to do the review. He asked that the Board give him another 30 days. Kenny made a motion to extend the deadline by 30 days to allow more time for review. Harry seconded the motion, and unanimous agreement followed.

**Item 4: Subdivision Regulations and Rules of Procedure Amendments:** Vickie had sent out a revision of the Subdivision Regulations to the Board members ahead of time, and they quickly reviewed the possible amendments. The topic will be on the August agenda to review the regulations and the Rules of Procedure in greater detail.

**Item 5: Master Plan Discussion:** The Board briefly discussed the need to update the Master Plan. Members will review the current master plan done in 2018 which may not meet the goals of a master plan for future goals and guidance. They will also review Chapter II in the Planning Board Handbook prepared by the NH Department of Business and Economic Affairs in 2021 about the purposes and guidelines for creating a master plan.

**Other Business:** Terry acknowledged Paul Griffin. Mr. Griffin stated he had intended to attend the Select Board meeting which is the following night, but stayed to see the Planning Board meeting. He asked the Planning Board if Orford residents could just build a house or place a mobile home without a septic system or water. He was told that the State regulated residential infrastructure.

The Stacey Thomson gravel pit was discussed briefly as the Board has not seen a new permit for the site. Jenn stated she thought the Board had issued a permit, and she will provide to the Board. The Board will perform a site visit.

The Board discussed the need to appoint town representation on the Upper Valley Lake Sunapee Regional Planning Commission. They could not think of any nominees as it has been difficult to find volunteers.

Terry noted that they still have a member vacancy and two alternate vacancies on the Planning Board, and they should continue to talk with people to fill the vacancies.

Harry made a motion to approve the changes in the Voluntary Merger form to address the required mortgage holder notification. Faith seconded the motion, and unanimous agreement followed. Vickie will share the revised application with Esther to place on the website.

The Board discussed possible changes to their application fees. They requested that Vickie provide fee examples of surrounding town (Piermont, Wentworth, Lyme) for the next meeting. A new law will require that all land use fees be posted. Expenses for applications include Registry of Deeds fees, mailing and consultant fees.

The Board discussed the upcoming budget. Terry noted that last year the Board budget was \$10,550 and the year before was \$7,150.

Faith made a motion to approve the UVLSRP monthly invoice for \$686.27. Kenny seconded the motion, and unanimous agreement followed.

The Board asked Vickie to research if a landlocked property could be built upon and what is the definition of landlocked. Is a lot landlocked if it has a right-of-way?

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

Respectfully Submitted,  
Vickie Davis, UVLSRPC

**Tentative Meeting Agenda for August 9, 2022, 5:30 PM, Town Offices**

- Mountain View Hideaway Street Approval Discussion
- Review of Subdivision Regulations/Rules of Procedure
- Master Plan discussion
- Potential for Minor Subdivision Application from Pioneer Surveying for Peter Thomson Trust and Stacy Thomson gravel pit application review
- Application fees
- Happy Birthday, Harry August 16!
- Vickie's October vacation; minutes?