

**Town of Orford Planning Board
Meeting Minutes – February 14, 2023**

Board Members & Staff Present: Terry Straight, Chair; Harry Osmer, Vice-Chair; Kenny King, Member; Jenn Carter, Select Board Representative; Nicholas Kellogg, Alternate; Vickie Davis, UVLSRPC

Board Members Absent: Faith Knapp, Member; John Q. Adams, Select Board Representative Alternate; Paul Griffin, Alternate

Public Attending in Person: Tim Chase, owner; Jake Burgess, Pioneer Surveying

Public Attending Virtually: none

Item 1: Review of Meeting Minutes: Terry called the meeting to order at 5:30 PM and determined that a quorum was physically present. The Board reviewed the minutes of the January 10, 2023 meeting. Harry made a motion to approve the minutes. Nick seconded the motion, and unanimous agreement followed. Terry asked Nick to sit as a member. Vickie sent Faith the Zoom link from the Town office to attend virtually, but the link was not received in time.

Item 2: Timothy & Mary Chase Major Subdivision Application Public Hearing Continuation (Tax Map I-93, Lot 9): Terry opened the public meeting to continue review of the application. Jake Burgess represented the Chases and presented a road plan created in 2009. Items missing from the original application were 1.) driveways within 200’ of the lot—they were not added; 2.) location of driveway access to each lot--added; 3.) location of existing and proposed wells and on-site sewage disposal system—not needed due to waiver of perc tests granted at last meeting; 4.) the required statement referring to the subdivision regulations--added; and 5.) a soils map—not added; 6.) significant natural features including wet areas—wetlands still to be added in northeastern corner of property; and 7.) “private road” to be changed to “country lane” to clarify subdivision regulations restrictions.

A waiver request had been submitted with the application to waive the requirements of Section 5.07 for Stormwater and Sediment Control Plan. The Board discussed this waiver request and determined that the submitted road plan indicated that the stormwater and sediment control plan was not needed due to engineering controls for stormwater. Jenn stated she had driven by there over the years and had not seen any stormwater issues. According to Tim Chase, the 2016 flood had not impacted the property though it had impacted other properties in Orford as Board members confirmed. The waiver to Section 5.08 to provide a Road Plan was withdrawn since the applicant was able to locate the 2009 plan and submit it. Tim Chase noted that he had installed stone headers at the culverts instead of pre-cast concrete (The plan actually calls for “stone masonry headwalls.”) The Board concurred this was acceptable to make this change to the road plan design, if desired.

Nick made a motion to approve the application with the understanding that the culvert headers could be stone instead of pre-cast concrete and with the following conditions:

1. Show existing buildings and driveways within 200’ of lot to be subdivided on final map.
2. Add the soils to the final map.
3. Add the wetlands in the northeastern part of the map.

4. Change “private road” to “country lane.”
5. Reference to the 2009 road plan to be added to the final plan.

And an additional condition required by the Subdivision Regulations section 12.05 and discussed at the previous meeting during the hearing:

6. Each owner of property served by the Country Lane must enter into an agreement with the Town stating Country Lane will be improved by the private owners to meet the then existing new road standards if, at some future time, the owner(s) shall petition the Town to layout the road. This document is to be recorded at the Registry of Deeds. (Note: the model agreement adopted in 2014 was later shared with the owner and applicant.)

Harry seconded the motion, and unanimous agreement followed. Jake said he would provide an electronic copy of the final plan as requested by the Planning Board and also, a paper copy of the final plan after recording for Town files.

Other Business:

The Town Meeting table will include brochure hand-outs about Planning Board. Planning Board members will share responsibility attending the table. There was more discussion about the social services needs of the Town. The Board discussed that there are existing services that people may not know about if they do not have access to a computer.

There was only an invoice for the four NH Planning and Land Use Regulation books Vickie delivered from the regional planning commission.

The next meeting will be held one week later than usual due to town meeting.

Harry stated that Fred Kidder would be willing to be a Board Alternate. Since there is a one-year vacancy for a Board Members, Nick said he would be interested if he were written in.

Jenn made a motion to adjourn the meeting at 6:20 PM. The motion was seconded by Harry, and unanimous agreement followed.

Respectfully Submitted,
Vickie Davis, UVLSRPC

Tentative Meeting Agenda for March 21, 2023, 5:30 PM, Town Offices

- Appoint officers
- Review of Subdivision Regulations/Rules of Procedure
- Master Plan discussion
- Social Services needs
- Community Heart and Soul meeting