

**Town of Orford Planning Board
Meeting Minutes – February 20, 2024**

Board Members & Staff Present: Martha Rose, Member; Paul Goundrey; Member; Nancy Hanger, Member; John Adams, Selectboard Representative; Vickie Davis, UVLSRPC

Board Members Absent: Paul Griffin, Alternate

Public Attending In-Person: Jake Burgess, Pioneer Surveying

Public Attending Virtually: None

Since this is a completely new Board, the Board appointed Martha Rose as Chair. Vickie quickly reviewed the procedure for a public meeting, a public hearing, and deliberations. She provided a checklist and had put a summary on the whiteboard.

Item 1: Review of Meeting Minutes: Martha called the meeting to order at 5:30 PM. The Board reviewed the minutes of the November 14, 2023 meeting. John made a motion to approve the minutes as written. Paul seconded the motion, and unanimous agreement followed.

Item 2: Major Subdivision Application Public Meeting/Hearing with Pioneer Surveying for CR Living, LLC, Tax Map 8-93, Lot 27: Martha called the public meeting to order. Jake Burgess presented the application and waiver requests. He brought a slightly amended map for the Board to include topographic elevations.

The proposal is to subdivide Tax Map 8-93 Lot 27 (45 acres) on Route 10 into two lots (5.43 acres with existing structure and driveway access from Route 10 and 39.5 acres with deeded right-of-way access. This is considered a major subdivision even though it is for only two lots because the property was part of another subdivision within 10 years ago (Section 3.04 Orford Subdivision Regulations).

Jake also brought the most current FEMA map of the floodplain in the area showing that the floodplain did not encroach onto this lot. Jake stated the elevation of the nearest floodplain is 408' elevation and the lowest elevation of the lot is 420'.

Vickie reviewed the application checklist for completeness review. Martha made a motion to deem the application complete. Paul seconded the motion, and unanimous agreement followed. Martha closed the public meeting and called the public hearing to order.

John inquired about the condition of the right-of-way access. Jake responded that it was in good condition although it might need some work nearest the lot 27C. He stated the culvert was large and had in place during a logging operation. Since there were no public attendees and the Board had no further questions, Martha closed the public hearing and the Board moved into deliberations.

The Board first reviewed the waiver requests:

1. Waiver request from the requirement to show the location of the well and septic systems on proposed lot 27C as it is undeveloped and over 15 acres. It was noted that the house has an existing septic system with a previously Planning Board approved, deeded new

- site across Route 10 should that septic system fail. Paul made a motion to approve the waiver request. Martha seconded the motion, and unanimous agreement followed.
2. Waiver request from full boundary survey of lot 27 as there is a good deed description and it is over 45 acres. The Board discussed that lot 27 had been surveyed and the proposed lot 27C was almost 40 acres. Paul made a motion to approve the waiver request. Martha seconded the motion, and unanimous agreement followed.
 3. Waiver request from utilities and fire protection plan, stormwater and sediment control plan, and road plan as it is a two-lot subdivision with existing infrastructure and no country lane proposed. The Board discussed emergency vehicle accessibility and turnaround capacity. Jake offered that there was plenty of room for turnaround of a fire truck at the end of the right-of-way access and the existing culvert was in place during logging operations using heavy vehicles. (Shortly after, abutter Jeff Winagle confirmed this.) The turnaround area of the right-of-way access is about 400' from Route 10. The Board discussed the remaining requirements in the context of the infrastructure already exists. John pointed out if there is future subdivision, these plans would be required though it was unlikely for future subdivision given the terrain. Paul made a motion to approve the waiver request. Martha seconded the motion, and unanimous agreement followed.

At 6:11 PM, Jeff Winagle arrived with his registered abutter notice in hand. He stated his abutter notice had just arrived in the mail that afternoon although it was postmarked February 8, 2024. Martha recessed the deliberations and opened the public meeting again. She asked Jake to give Jeff a summary of the proposal which he did. Jeff stated that he had already talked with the owner of CR Living (Tim "Bucky" Olsen), and he had no objection to the subdivision, it just alarmed him that he received the notice so late and it said it was a "major subdivision."

Martha closed the public meeting and called deliberations back into session. Nancy made a motion to approve the application subject to the following Precedent Conditions:

1. Change abutter name on lot 8-93-29 from Flowers to Austic.
2. Add note to plan that there is no floodplain or Shoreland on the subject property.
3. Change abutter name on 8-93-27B from 970 Route 10 LLC to 974 Route 10 LLC.

Martha seconded the motion, and unanimous approval followed.

Item 3: Other Business:

Vickie stated she had provided educational links for the Planning Board members on the agenda. She will share them again at the next meeting after Town Meeting. John stated if after Town Meeting, if the Board still lacks members, a quorum of Planning Board members can appoint other members.

Martha asked if the next meeting could be March 26 as she would be away on Marcy 19. Other members agreed that they would have the next meeting on March 26 and future meetings would remain on the second Tuesday of the month at 5:30 PM.

Vickie will email former Planning Board members to request they drop off the binders of Planning Board information. John asked Vickie to email Esther to request she schedule a public hearing to remove Paul Griffin as Planning Board Alternate as he has stopped attending meetings and has not responded to emails.

Nancy made a motion to adjourn the meeting at 6:55 PM. The motion was seconded by Martha, and unanimous agreement followed.

Respectfully Submitted,
Vickie Davis, UVLSRPC

Tentative Meeting Agenda for March 26, 2024, 5:30 PM, Town Offices

- Master Plan discussion
- Long-Range Facilities Plan
- Social Services needs
- Community Heart and Soul meeting
- Invoices and mail
- Organization for filing and receiving applications and other mail