

Approved

Orford Planning Board

August 11, 2026 Meeting Minutes

**Town of Orford Planning Board
Meeting Minutes - August 11, 2026, Meeting**

Board members present: Paul Goundrey-chair; Ruth Hook-vice chair; Caleb Day-secretary; Kelley Monahan-member; Charlie Smith-selectboard member; Heidi Wilson-member; Tom Thomson-member; Harry Osmer-alternate; Rick Ullrich-alternate; Renee Theall-UVLSRPC.

Board members absent: none.

Public Attending: John Stebbins, Jacob Burgess - Pioneer Land Surveying LLC.

Paul G. called the meeting to order at 5:30 PM. We have a quorum.

Item 1: Lot Line Adjustment for Map 8-108R Lot 52 (553 Rt 10) & 8-108R Lot 53 (549 Rt 10): Paul G. confirmed with Renee T. that the application checklist seemed complete. Renee T. confirmed the check has been received, abutters notified via certified mail, and the legal notice of a public hearing was posted on 7/31/26. Renee T. confirmed one abutter notice had been returned. Kelley M. advised we hold onto the returned abutter envelope for future protection of the town. Renee T. pointed out minor corrections needed on the survey and asked if the applicant had brought an updated survey map. Jacob B. confirmed a corrected updated survey map was brought to the meeting. Kelley M. made a motion to deem the application complete. Tom T. seconded. All in favor. Paul G. opened the public hearing at 5:38 pm. Jacob Burgess - Pioneer Land Surveying LLC. representing John Stebbins handed out corrected survey maps and presented the application to the board. John Stebbins (Map 8-108R Lot 52) is proposing a Lot Line adjustment with Hope WD Linzer & James Beaulieu (Map 8-108R Lot 53). The current acreage for each lot is: Lot 52 (2.38 acres) & Lot 53 (0.46 acres). The proposed lot line adjustment would transfer 2 acres from Lot 52 to Lot 53. The proposed new acreage for each lot would be: Lot 52 (0.38 acres) & Lot 53 (2.46 acres). Jacob B. confirmed the changes to the survey map requested. Jacob B. confirmed both lots have septic above the floodplain, and if either were to fail, there is enough space in each lot after the proposed lot line adjustment. Tom T. asked what the protocol was if an abutter's notice was returned. Renee T. confirmed the address the notice was sent to was the town of Orford's record for that abutter. Kelley M. made a motion to close the public hearing at 5:46 pm. Tom T. seconded. All in favor. Kelley M. made a motion to approve the application for a lot line adjustment between Map 8-108R Lot 52 and Map 8-108R Lot 53. Heidi W. seconded. All in favor. Jacob B. presented the mylar. The mylar was signed and left with Armand Girouard.

Approved

Orford Planning Board

August 11, 2026 Meeting Minutes

Item 2: Review Minutes from July 14th Meeting: Charlie S. noted in section 3 it should be 2016, not 2008. Charlie S. made a motion to approve the minutes with corrections. Kelley M. seconded. All in favor

Item 3: Cell Tower Subcommittee: Heidi W. confirmed the committee would be meeting 8/12 to review a draft of the entire updated ordinance. The committee is confident they will meet their deadline for submission to the full planning board in September. The committee also discussed what should be included in an application for a cell tower.

Item 4: Review Waiver Requests Process: The board acknowledged the examples sent and felt the New Ipswich and Somersworth examples were good. Renee T. to draft an Orford waiver request form for next month's meeting.

Item 5: Floodplain Ordinance: Renee T. updated the board that more research was being done and would have updates for the September meeting.

Other Business:

The board discussed the need for one more alternate member for the board. Paul G. confirmed the current alternates and their term expiration dates:

Harry Osmer - November 2028

Rich Ullrich - September 2029

Paul G. confirmed the tower on Dublin Rd. is for personal use as a TV antenna.

Heidi W. asked if there aren't 5 members on Orford's ZBA, can it still operate? Renee T. felt this was a question for legal reasons.

-Review any invoices/mail: UVLSRPC Land use regulation book order. The board agreed to purchase 1 book and 1 ebook for the planning board to have updated 2026 policies.

Respectfully submitted, Caleb Day, Orford Planning Board Secretary.

Tentative Meeting Agenda for September 15, 2026, 5:30 PM Town Offices

- **Telecommunications ordinance submission**
- **Review Waiver Request draft form**
- **Floodplain Ordinance**

Ruth H. made a motion to adjourn the meeting at 6:33 PM. Kelley M. seconded. All in favor.

Approved

Orford Planning Board

August 11, 2026 Meeting Minutes