



# Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

## ZONING BOARD OF ADJUSTMENT MINUTES

Middleton Old Town Hall  
200 Kings Highway  
Middleton, NH 03887

Meeting of July 18, 2023

**Meeting Called to Order by:** Charles Therriault at 6:34 pm

**Pledge of Allegiance**

**Invocation:** Dan Saliga

**Roll Call:**

Members present: Charles Therriault (Chair), James Keegan (Vice Chair), Lorri Gunnison (Secretary), Tim Cremmen (BOS Ex-Officio), Vickie Crouteau, Dan Saliga,

**Invited Guests:** Brenden Flagg

**Attachments:** None

**Action Steps:** R. Willis to review the video tape from the June 20, 2023 meeting, make the appropriate corrections to the minutes and send a corrected draft to all Board members for review

**Motion** to make Dan Saliga a full-time board member instead of an alternate

**Motioned by:** C. Therriault

**Seconded by:** L. Gunnison

**Vote:** Unanimous

**Motion Carried**

### Review of Minutes of June 20, 2023 Meeting

**Discussion:** There was a discussion about a section of the minutes that refers to a 20-foot clearance or boundary that is incorrect. It was decided that the Administrative Clerk would review the video of the meeting and make the appropriate corrections. The minutes of the June 20, 2023 Meeting were tabled until the next regular meeting on August 15, 2023.

## **Old Business**

### ***Application for Use or Area Variance – Brendan Flagg, 11 Jordan Drive***

B. Flagg said he spoke with the Code Enforcement Officer today and filed an application for a building permit as requested by the Board. He presented a stamped plan that the board previously requested. He said the Building Permit application was not complete yet because he needs to know if the variance will be granted before he hires someone to start the work. He will re-file the permit once he knows whether or not he will be moving forward.

L. Gunnison asked if Norway Plains put their seal on this new document.

B. Flagg said yes.

C. Therriault said the previous copy he submitted indicated it was not a boundary survey. This new document is stamped and that's what we needed. He asked the members of the Board if they want to have the Public Hearing on the same night as their regular meeting or should they schedule a different date.

There was some discussion about the date and it was decided to have the Public Hearing on August 15.

D. Saliga said they have to keep the Public Hearing open for a half hour.

V. Crouteau asked if the neighbor had signed a letter saying he was okay with the project.

B. Flagg said he did not. They had a conversation about it. He gave his verbal consent.

J. Keegan said it's incumbent upon you as the applicant to give the Selectboard's Office a list of abutters and the town takes care of sending out the notifications of the hearing. Then he will be billed accordingly. We need at least three weeks before the hearing date to process the administrative end and give the public and abutters proper notice.

C. Therriault we are going to do it at our normal meeting, but she needs at least three weeks to make sure it gets done.

C. Therriault asked can you get it in to her. She needs that application filled out.

B. Flagg said absolutely.

L. Gunnison said it's an application for an appeal. We can give this to him now (referring to the updated form). The Building Inspector is going to deny your application for a Building Permit so you have to complete this form to appeal it.

C. Therriault said it's an Appeal from an Administrative Decision. He's the Administrator for this town. We can't act on anything if there's no denial. Go over the questions and

make sure you list the things you told us about. For example, building up is not financially feasible. Spell out why we need to grant it.

B. Flagg said be very thorough.

B. Flagg said just to go back for a second about the list of abutters. If you're facing the house, there's Tom Bovill (on the left). There's a lot with no house built to the right, then it's the people across the street, is that correct.

C. Therriault said yes. Everyone that touches it. It looks like there's one in the back also.

B. Flagg said It's just land, but it's privately owned, behind the house, would they be included?

C. Therriault said yes.

L. Gunnison said you might have to make a call to Theresa at the Town Hall to get the mailing information on the abutters.

R. Willis said I can help him with that. We have to send the abutters a certified letter giving them notice of the public hearing.

C. Therriault said it sounds like you're on your way.

D. Saliga said the next meeting should probably be the 15<sup>th</sup>. That's the third Tuesday,

B. Flagg said asked, so August 15.

R. Willis said so three weeks before that make sure I have the information.

L. Gunnison said make sure you get in touch with Carl Roy and get the denial.

B. Flagg said I saw him today.

C. Therriault said he can deny it, even with this plan.

R. Willis asked do we need something in writing from him.

C. Therriault said yes, we should so we have it on file.

B. Flagg said I'll get it to you as soon as possible. Thank you all very much.

### ***Zoning Ordinances Master Plan***

J. Keegan said I was supposed to meet with Tim, but with everyone being so busy and with the holiday, that didn't happen. He asked Tim if he spoke with Janet (Kalar).

T. Cremmen said no unfortunately. I tried.

J. Keegan said it's all speculative. Just suggestions. I don't know how accurate this is but the Planning Board is going to go over zoning and all the ordinances and they've asked for our help. They are going to make suggestions as to what they are going to want.

C. Therriault said they want us to join their workshops. We could get together ahead of time and figure out what we know we've already had trouble with. That's what they're looking for guidance on. Things that we've seen. We can look at what we know is wrong and they'd love to have our input.

L. Gunnison said there are discrepancies between the Master Plan and the Ordinances.

C. Therriault said the members of the Planning Board are the ones that have to make the decisions. We're just advisory to them.

J. Keegan said his point is he doesn't think they should make any wholesale changes until they've been through their process. This is going to be a long process.

C. Therriault said absolutely. It's going to take a while.

L. Gunnison said we were supposed to start really looking at the zoning book and rules and regulations.

L. Gunnison said she is open to going to one of the Planning Board meetings.

C. Therriault said they're waiting for us.

V. Crouteau said one of the biggest things she sees is it's difficult to find what you're looking for because the Table of Contents isn't complete so you're hunting to get answers to things. There is a lot of great information in the book.

D. Saliga suggested since this is going to be a long process, they should pick something that they want to work on and start working on that, then move on to the next thing.

V. Crouteau said they should meet with the Planning Board and talk to them about what they would like us to look at.

J. Keegan suggested inviting the Planning Board to one of our meetings. Generally, our meeting is a smaller audience.

T. Cremmen asked do you want to have a special meeting before or after our next meeting.

J. Keegan said the sooner the better. He said they should have a clear plan of what they are trying to do before they start to do it. The whole Planning Board should be invited and encouraged to come and meet with them so they can have a better understanding of what they're asking them to do.

V. Crouteau said it's not going to be a quick meeting. We should consider whatever works for them.

T. Cremmen said he will reach out to the Planning Board to see if the 22<sup>nd</sup> works for them and let the Administrative Clerk know so she can notify everyone.

### **New Business**

C. Therriault said there are some things that have come up over the last month or so that they need to start acting on if the town wants to take advantage of it. There's a huge amount of grant money that's available. We could get up to five million dollars for this town for building a school addition if it coincides with you changing our zoning to accommodate workforce housing. There is 40 million dollars the governor set aside, the Executive Council, and 20 million dollars extra that was set aside by the legislature to help towns that don't have any workforce housing. To help change their regulations. We can get a grant for infrastructure for up to five million dollars which is for upgrading schools, community things, roads. There's an opportunity right now that there's never been in this state, and we could literally get that addition to the school for free. He just want to put the idea out there. He'll bring in the laws, the RSA's, next time, but we want to look at that and start thinking about it. Janet is working on the zoning. If we can get money for free, we don't even have to build a school, we can just have it available, so it's important. It's something to think about since we are looking at the zoning. If you look at the Master Plan, it says to develop from the center of town and to accommodate growth and encourage housing.

C. Therriault said once he gets the information about the grant money, he'll send it to the Administrative Clerk to send out to everyone.

**Next meeting to be on Tuesday, August 15, 2023 at 6:30 PM**

**Motion for meeting to be adjourned at 7:07 PM**

**Motion by:** D. Saliga

**Seconded by:** V. Coutreau

**Vote:** 6 Yeas, 0 Nays, 0 Abstain

**Motion carried**

Respectfully submitted by:

Robin Willis