



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

**PLANNING BOARD MEETING MINUTES
APPLICATION REVIEW AND PUBLIC HEARING MINUTES
Middleton Old Town Hall
200 Kings Highway
Middleton, NH 03887**

March 14, 2024

Meeting called to Order by Christine Maynard at 6:31 PM

Pledge to the Flag

Roll Call

Members present: Christine Maynard (Temporary Chair), John Quinn (SLVD Rep),
Roxanne Tufts-Keegan (BOS Rep)

J. Kalar (alternate) arrived at 6:44 PM and left at 6:54 PM.

Members absent: John Mullen (Chair)

Attachments

Sign in Sheet

Building Permit Report 10/1/2023 to 3/6/2024

Notice of Conference

Email to J. Sindorf concerning Zoning and Development Regulations

Opening Remarks

None

Motion

To accept the minutes from the February 8, 2024 Planning Board Meeting as transcribed.

Motioned by: R. Tufts-Keegan

Seconded by: J. Quinn

Discussion: None

Motion carried

New Business

Spring 2024 Planning and Zoning Conference

The Office of Planning and Development is offering a Spring 2024 Planning and Zoning Conference on Saturday, May 11 from 8:45 AM to 3:30 PM. It will be online only. It will be recorded and available after the conference also. There is no cost and registration begins on April 1. The Administrative Clerk will send a reminder to the members of the Zoning and Planning Boards a few days before the event.

Project/Building Permits Report

The Administrative Clerk will update this information monthly and bring it to the Planning Board Meetings.

2024 Zoning Ordinance Review and Additions

R. Tufts-Keegan said the three ordinances the board worked on last year all passed.

There was some discussion about whether the residents fully understood what was on the ballot.

J. Quinn said he thinks we can do a better job educating people in the future.

C. Maynard suggested they could send out a mailer giving more information about who is running and what's on the ballot.

J. Quinn said they could do that and also post the same information online.

The consensus was more could be done, however, it's still the residents' responsibility to educate themselves before they vote.

It was agreed to table work on updating and revising more ordinances until **J. Mullen** is back from vacation.

Old Business

J. Sindorf was present to discuss the plans for his property Map 16, Lot 9.

R. Tufts-Keegan said according to former Chair **Janet Kalar**, **J. Sindorf** can do a lot line revision instead of a major subdivision. He needs to make sure he has 200 feet of road frontage as required by the zoning ordinances. He also needs a stamped survey of the five acres they will be building on. He does not need to survey the entire 39-acre lot. Later he could consider subdividing the land further, but right now this is the most inexpensive way to accomplish what he wants to do. There is no mortgage on the property so he does not need agreement from a mortgagee.

R. Tufts-Keegan said he can bring the survey to the Planning Board to approve and then he can get a building permit. The new lot will need a separate lot number and deed.

The board reviewed a draft of a proposed plan for **J. Sindorf** that Norway Plains brought in.

J. Sindorf asked if there was an application for him to fill out.

J. Kalar said she will check to see if there is a form to request a lot line adjustment. She doesn't think there is one. She said **J. Sindorf** needs to submit an approved survey to the Strafford County Registry of Deeds.

J. Sindorf asked what happens if he wants to break off another lot in the future.

J. Kalar said any future lots would be considered a subdivision.

J. Quinn said the board needs paper and digital copies of the survey.

Short Term Rentals

C. Maynard said there are no specific ordinances regarding short-term rentals. If someone is renting their property as a business such as VRBO, they need to register with the state and they need to report the income to the IRS. If the property is in the village, it is also a good idea for them to check with their association. There may be covenants that affect them.

C. Maynard said there is a policy that applies to all residents, including those who are renting their property, that says if the police are called to a residence because of a complaint a specific number of times there is a fine imposed on the property owner.

Public Comment

None

Motion: To adjourn the meeting at 6:56 PM

Motioned by: R. Tufts-Keegan

Seconded by: J. Quinn

Motion carried

Respectfully submitted by:

Robin Willis

