



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

PLANNING BOARD MEETING & HEARING MINUTES

Middleton Old Town Hall
200 Kings Highway
Middleton, NH 03887

December 12, 2024 at 6:30 p.m.

These minutes serve as the legal record and are in the form of an overview of the Planning Board meeting. It is neither intended nor is it represented that this is a full transcription. A recording of the meeting is available online at <https://www.youtube.com/@townofmiddleton9741/streams> for a limited time for reference purposes.

Meeting called to order by John Mullen at 6:30 PM

Pledge to the Flag

J. Mullen announced Kate Buzard has been sworn in and has joined the Planning Board as an Alternate Member. She will be acting as a voting member in place of Christine Maynard at tonight's meeting and hearings.

Roll Call

Members present: John Mullen, (Chair), John Quinn (SLVD Rep), Roxanne Tufts-Keegan (BOS Rep), Kate Buzard (Alternate)

Members absent: Christine Maynard (Vice Chair)

Others present – refer to Sign in Sheet attached

Attachments

Meeting Sign in Sheet

Agenda

Surveyor's Report

Building Permit Report for November

1983 Eccleston Boundary Survey

Consideration of Application & Hearing

Sindorf Minor Subdivision

Map 16, Lot 9, Kings Highway

J. Mullen said the Sindorfs have requested another continuation of their hearing in order to resolve the issue concerning an abutters easement. The application has not been accepted yet.

R. Tufts-Keegan made a motion to extend the hearing to January 9, 2024 at 6:30 at the Old Town Hall.

J. Quinn seconded the motion.

Motion carried.

J. Mullen opened the hearing and then recessed it to January 9, 2024 at 6:35 p.m. He explained how the process will work going forward.

Consideration of Application & Hearing
Raed Hertel Family Trust Major Subdivision
Map 8, Lots 11 & 14 Pinkham Road

J. Mullen opened the hearing at 6:37 p.m.

J. Hertel presented the map of the proposed subdivision and summarized the plan. He said there was a question about the easterly line that abuts Map 8, Lot 12. He said he and the surveyor have reviewed and discussed the plan extensively and reached the conclusion it is correct. He explained why and produced a copy of a report from the surveyor.

There was discussion about the plan and the surveying process.

K. Buzard said because this is a major subdivision, she believes the town departments and commissions need to be notified in writing for their input. She said they need more information on the wetlands, fire ponds, and safety plan. She said Pinkham Road is a dead-end road and asked what the ramifications of that are. She referenced the Capital Improvement Plan and said they need to know the impact on future road work, the effect on the school and consider impact fees.

J. Hertel said they are still working on the wetlands report.

K. Buzard said she feels they may be considering approving the plan prematurely.

S. Ferguson asked about the wetlands and EPA monitoring. He said the town has significant drainage issues now that were caused by development in wetland areas that were not monitored. He asked about the ability to issue driveway permits on lots that have so much wetland.

There was discussion about wetlands and how they might affect future development as well as whether EPA monitoring is necessary and who would pay for it.

J. Mullen said EPA monitoring is not in the Development Regulations. The Planning Board may want to address it in the Zoning Ordinance.

K. Buzard requested the deeds for these lots indicate they cannot be further subdivided. She said the subdivision regulations (#20) require snowmobile and other recreational trails be marked on the plan. She said recreational trails are important to tourism and the local community.

S. Rawlinson (abutter) said a trail was torn up when logging was done on the parent lot last year.

K. Benedetti (abutter) expressed concern about the possible negative impacts to the town and does not think it's up to the taxpayers to incur costs to prevent them. She said the effect on wetlands and conservation land need to be examined closely.

D. Dufresne (abutter) said he has been paying taxes on land that this plan indicates he does not own.

K. Buzard said surveyors make mistakes and the Planning Board has the option of hiring an independent surveyor to review the plan at the expense of the developer.

There was discussion about D. Dufresne's deed, property lines, previous surveys and previous subdivisions.

J. Mullen said the Board needs to consider certified plot plans and surveys. They do not have the authority to make legal decisions on property disputes.

S. Ferguson asked what the Board's responsibility is to consider the doubt that has been raised about the accuracy of the plan. He asked what the ramifications may be if the Board approves the plan and it is later determined to be incorrect.

J. Mullen said there is a re-submittal process to address that situation. The Board does have the authority to decide whether to enlist a third party based on their discussions on the project.

K. Buzard talked about the affect logging has had on the roads.

There was discussion about the need for more studies and information from Town departments on the probable impact of the subdivision prior to approval. There was concern about unintended consequences and that the community could incur substantial damage and costs later if that is not done now.

There was discussion about Design Review and Development Regulations and how they apply to this application and other recently approved subdivisions.

J. Mullen noted the Board is in the process of reviewing and updating the Zoning Ordinance. Resident input is welcome. He said the various boards in Town need residents to participate. There is much ongoing research and work needed to create and modify rules and regulations and get them right in order to protect property owners.

There was discussion about snowmobile trails, greenways and rights and responsibilities.

S. Ferguson expressed concern that the same issues being discussed tonight were raised in previous subdivision hearings and have not been addressed in this plan.

There was discussion about the responsibilities of the applicant, who is the current property owner, versus the purchaser of lots that result from a subdivision if the buyer choses to develop them.

There was discussion about property owners' rights and responsibilities.

J. Mullen talked about the process and the need for the Board to address the completeness of the application before there is further discussion.

J. Cowell (resident) said it is important for the Board to consider the impact on the quality of the lake and on property values.

J. Mullen said the applicant has a wetland scientist working on the wetlands report and that will be a consideration in the approval process.

J. Quinn said the applicant is managing several subdivisions, but not all properties and water issues in town are under his purview.

The Planning Board reviewed the application using the Subdivision Review Application Checklist. **J. Mullen** noted the items that are missing or incomplete and need to be corrected before the application can be approved by the Planning Board.

K. Buzard added there also needs to be a path forward to resolve the boundary dispute.

J. Quinn made a motion to not approve the application because it is incomplete.

R. Tufts-Keegan seconded the motion.

K Buzard said there also needs to be a Stormwater Drainage Plan and a plan for wetlands oversight. She added the Board needs to send a letter to the town departments asking for their recommendations and input on how the proposed subdivision will affect the Town

Motion carried.

J. Quinn said he does not believe the property dispute will be settled by January 9, 2025, the next hearing date.

Review of Minutes

K. Buzard made a motion to approve the November 21, 2024 meeting minutes.

J. Quinn seconded the motion.

There was discussion about the need to approve meeting minutes. There is nothing in the law that says they must be approved. The law only requires a draft be available within five days of the meeting. However, reviewing and approving minutes is good practice and done almost universally.

Motion carried.

Budget Review

J. Mullen said there were legal expenses incurred for getting advice on the Board's roll in boundary and family disputes.

There was discussion about the accuracy of surveys, who is responsible for investigating disputes and what the liability is for the Town. Further clarification is needed.

J. Quinn said there may be implications that result because of taxes paid and earlier submissions approved by previous boards.

Rules of Procedures

The Planning Board is required to have written Rules of Procedure and Middleton's need to be updated.

J. Mullen said they can approve the version he previously distributed and then they must have a hearing.

R. Tufts-Keegan made a motion that the proposed Rules of Procedure be approved.

J. Quinn seconded.

J. Mullen amended the motion to add to the proposed document that the Rules of Procedure be reviewed every five years and updated as needed.

Motion carried as amended.

Zoning Ordinance Updates

J. Mullen has been working with a planner from Strafford Regional Planning Commission to get assistance with the update. The planner will provide recommendations for changes to the articles the Board considers most important.

There was discussion about what needs to be addressed as well as how changes in State law affect the Town's ordinance.

J. Mullen made a motion that they approve the contract for the planner's assistance with Zoning Ordinance updates, not to exceed \$3,000.

R. Tufts-Keegan seconded the motion.

Motion carried.

J. Mullen made a motion that the Board accept the form he distributed on November 21st to be used by residents applying for a home business enterprise.

J. Quinn seconded the motion.

Motion carried.

Call for Adjournment

R. Tufts-Keegan made a motion to adjourn at 8:54 p.m.

J. Quinn seconded the motion.

Motion carried.

Respectfully submitted by:
Robin Willis



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

MEETING SIGN-IN

December 12, 2024 Old Town Hall

Please Print Legibly

| Name | Address | Phone/E-mail (optional) |
|---------------------------|-------------------------|-------------------------|
| David Dufresne | 38 Pinkham Rd | 603-307-0727 |
| Nicole Downing | 17 Butler Way | 603-307-4669 |
| Jeff Hester | Altford | |
| Stephen & Wanda Rawlinson | 74 Eastman Lane | 401-486-8084 |
| Kevin Hurlbut | 450 River Rd Lebanon NH | 207 339 9593 |
| Theresa Hurlbut | 450 River Rd Lebanon NH | 207 339 9593 |
| Christopher Leque | 20 PINKHAM RD | 603 781 402 |
| Kelly Benedetti | 20 Pinkham Rd | 603-759-3000 |
| Gary + Christine Chesley | 307 Kings Hwy | 603-473-0096 |
| Justin Szilard | 60 Lakeshore Dr | 724-640-9242 |

Jaime Cowell 54 Shore Dr

Bruce Beucher Shore Dr



Town of Middleton

182 Kings Highway, Middleton, New Hampshire 03887

OFFICE OF THE PLANNING BOARD

AGENDA

Regular Meeting

Thursday, December 12, 2024, 6:30 PM

MIDDLETON OLD TOWN HALL

200 KINGS HIGHWAY

1. Call to Order
2. Pledge Allegiance
3. Roll Call by the Chair
4. Consideration of Application
 - a) The Sindorf Sub-Division Plan Map 16, Lot 9 Kings Hwy
 - i) Request for Waiver
 - ii) Sub-Division Review
 - b) Hertel Sub-Division, Pinkham Road, Map 8-11 & 14
6. Public Comment
7. Review of Minutes:
 - a) November 21, 2024
8. Communications
9. Budget Review
10. Member Comments
11. Building Permit Review
11. Report from Members
12. New Business

13. Old Business.

- a) Review Rules of Procedures**
- b) Continued 2025 Zoning Ordinance Review**
- c) Home Enterprise Registration Form**

14. Call for adjournment

TOWN OF MIDDLETON

Permits Issued

Permits Issued With Approved Date Between 11/01/2024 And 11/30/2024 Sorted by PID

Nov 2024

| PID: 000002 000001 000001 | | | | Project: ALTERATION -- RE ROOF | | | | Location: 222 SIL VER ST | | | | Proj. Date: 11/05/24 | | | | | | | |
|---------------------------|--|-----------------------------|--|--|--|---------------------------------------|--|------------------------------|--|----------|--|----------------------|--|----------|--|-----------|--|-----------|--|
| Permit Type | | Owner: RAPP, DEBORAH J. | | Permit Number | | Permit Status | | Owner Phone: 9782576878 | | Added | | Approved | | Expires | | Fee | | Est. Cost | |
| BUILDING PERMIT | | 2939 | | Applicant: DEBORAH RAPP | | Contractor: JOHN DEPAOLA LONG ROOFING | | Applicant Phone: | | 11/05/24 | | 11/05/24 | | 11/05/25 | | \$ 80.00 | | \$ 0.00 | |
| PID: 000002 000003 000000 | | | | Project: ALTERATION -- SETTING 2 120 GAL TANKS FOR | | | | Location: 229 SIL VER ST | | | | Proj. Date: 11/18/24 | | | | | | | |
| Permit Type | | Owner: HAYES, TRACY | | Permit Number | | Permit Status | | Owner Phone: | | Added | | Approved | | Expires | | Fee | | Est. Cost | |
| GAS PERMIT | | G-247 | | Applicant: | | EASTERN | | Applicant Phone: | | 11/18/24 | | 11/18/24 | | 11/18/25 | | \$ 80.00 | | \$ 0.00 | |
| PID: 000003 000047 000000 | | | | Project: ALTERATION -- 26K GENERATOR | | | | Location: 18 AUCLAIR ROAD | | | | Proj. Date: 11/05/24 | | | | | | | |
| Permit Type | | Owner: BALMER, JESSICA A | | Permit Number | | Permit Status | | Owner Phone: | | Added | | Approved | | Expires | | Fee | | Est. Cost | |
| ELECTRICAL PERMIT | | E-24-34 | | Applicant: BG ELECTRICAL | | Contractor: BG ELECTRICAL | | Applicant Phone: 6036743343 | | 11/05/24 | | 11/05/24 | | 11/05/25 | | \$ 100.00 | | \$ 0.00 | |
| PID: 000004 000274 000000 | | | | Project: ALTERATION -- SERVICE UPGRADE | | | | Location: 72 LAKESHORE DRIVE | | | | Proj. Date: 11/05/24 | | | | | | | |
| Permit Type | | Owner: SCHUURMAN, TINA | | Permit Number | | Permit Status | | Owner Phone: 6036706191 | | Added | | Approved | | Expires | | Fee | | Est. Cost | |
| ELECTRICAL PERMIT | | E24-35 | | Applicant: | | LEE BURRIS | | Applicant Phone: | | 11/05/24 | | 11/05/24 | | 11/05/25 | | \$ 100.00 | | \$ 0.00 | |
| PID: 000004 000290 000000 | | | | Project: ALTERATION -- 18K GENERATOR INSTALL | | | | Location: 171 NICOLA ROAD | | | | Proj. Date: 11/07/24 | | | | | | | |
| Permit Type | | Owner: FRUCIANO JR., JOSEPH | | Permit Number | | Permit Status | | Owner Phone: 6175939215 | | Added | | Approved | | Expires | | Fee | | Est. Cost | |
| GAS PERMIT | | G-246 | | Applicant: | | NORTHSHORE DESIGN INC | | Applicant Phone: | | 11/07/24 | | 11/07/24 | | 11/07/25 | | \$ 50.00 | | \$ 0.00 | |
| ELECTRICAL PERMIT | | E-24-36 | | Applicant: JOSEPH FRUCIANO | | Contractor: SEAN P MANION | | Applicant Phone: 6175939215 | | 11/18/24 | | 11/18/24 | | 11/18/25 | | \$ 100.00 | | \$ 0.00 | |

Permits Issued

Permits Issued With Approved Date Between 11/01/2024 And 11/30/2024 Sorted by PID

| PID: 000005 000061 000000 | | Project: ALTERATION -- GENERATOR | | Location: 724 NH ROUTE 153 | | | | Proj. Date: 11/18/24 | |
|---------------------------|--|---|--|-------------------------------|--|------------------|--|----------------------|--|
| Permit Type | | Owner: FITZGERALD, GERALD A. & SHIRLE | | Owner Phone: 6037554422 | | | | | |
| Permit Number | | Permit Status | | Added | | Approved | | Expires | |
| GAS PERMIT | | G-248 | | SHIRLEY FITZGERALD | | Applicant Phone: | | 11/18/24 | |
| Contractor: | | DF RICHARD | | Contractor Phone: 6037422020 | | 11/18/24 | | 11/18/25 | |
| ELECTRICAL PERMIT | | E-24-37 | | JAMES COMPANGNA | | Applicant Phone: | | 11/18/25 | |
| Contractor: | | GENERATOR CONNECTION | | Contractor Phone: 6036644004 | | 11/18/24 | | 11/18/25 | |
| PID: 000005 000136 000000 | | Project: ALTERATION -- TEARING OFF SECOND STORY AND | | Location: 319 PINKHAM ROAD | | | | Proj. Date: 11/07/24 | |
| Permit Type | | Owner: BOUVIER, JEFFREY & KARIN, TTEES | | Owner Phone: 6037702591 | | | | | |
| Permit Number | | Permit Status | | Added | | Approved | | Expires | |
| BUILDING PERMIT | | 2940 | | RIVER BIRCH BUILDERS | | Applicant Phone: | | 11/07/24 | |
| Contractor: | | SHORE-24-01 | | Contractor Phone: 60377025941 | | 11/07/24 | | 11/07/25 | |
| SHORELAND PERMIT | | SHORE-24-01 | | Applicant Phone: 60377025941 | | 11/18/24 | | 11/18/25 | |
| Contractor: | | RIVER BIRCH BUILDERS | | Contractor Phone: | | 11/18/24 | | 11/18/25 | |
| PID: 000012 000012 000000 | | Project: ALTERATION -- SET 120 GAL TANK | | Location: 48 NEW DURHAM ROAD | | | | Proj. Date: 11/18/24 | |
| Permit Type | | Owner: ROY, EMILY S. | | Owner Phone: 6035693568 | | | | | |
| Permit Number | | Permit Status | | Added | | Approved | | Expires | |
| GAS PERMIT | | G-249 | | JUSTIN HEISER | | Applicant Phone: | | 11/18/24 | |
| Contractor: | | EASTERN PROPANE | | Contractor Phone: 6035693568 | | 11/18/24 | | 11/18/25 | |

Permits Issued
Permits Issued With Approved Date Between 11/01/2024 And 11/30/2024 Sorted by PID

| | | | | | | | | | |
|----------------------------------|---------------|--|--|-------------------------|----------|----------------------------------|-------------|-----------------------------|--|
| PID: 000012 000015 000008 | | Project: NEW BUILDING -- 2016 LIVING SQ FT CONSISTING | | | | Location: NEW DURHAM ROAD | | Proj. Date: 11/05/24 | |
| Permit Type | Owner: | PLANO BUILDERS, LLC | | Owner Phone: 6037652610 | | | | | |
| | Permit Number | 2938 | | Added | Approved | Expires | Fee | Est. Cost | |
| BUILDING PERMIT | Applicant: | SCOTT GORDON | | 11/05/24 | 11/05/24 | 11/05/25 | \$ 2,915.90 | \$ 0.00 | |
| | Contractor: | PLANO BUILDERS | | Applicant Phone: SAME | | Contractor Phone: 6037652610 | | | |

Summary of Permits: **Total of Estimated Costs: \$ 0.00**

| Permit Type | Count | Fees Collected | Estimated Cost |
|---------------------|-----------|--------------------|----------------|
| BUILDING PERMIT | 3 | \$ 3,927.90 | \$ 0.00 |
| <i>ALTERATION</i> | 2 | \$ 1,012.00 | \$ 0.00 |
| <i>NEW BUILDING</i> | 1 | \$ 2,915.90 | \$ 0.00 |
| ELECTRICAL PERMIT | 4 | \$ 400.00 | \$ 0.00 |
| <i>ALTERATION</i> | 4 | \$ 400.00 | \$ 0.00 |
| GAS PERMIT | 4 | \$ 290.00 | \$ 0.00 |
| <i>ALTERATION</i> | 4 | \$ 290.00 | \$ 0.00 |
| SHORELAND PERMIT | 1 | \$ 50.00 | \$ 0.00 |
| <i>ALTERATION</i> | 1 | \$ 50.00 | \$ 0.00 |
| Total | 12 | \$ 4,667.90 | \$ 0.00 |

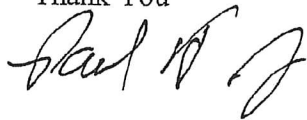
Prospect Mountain Survey
P.O. Box 1443 • Alton, NH 03809 • 603-875-4747

SURVEYOR'S REPORT

To the Middleton planning board

Prospect Mountain Survey conducted a boundary survey of tax map 8 lot 11 in 2022. We used GPS which is on New Hampshire Grid coordinates. We located monuments from the 1983 boundary plan done for Walter Eccleston. The 1983 boundary plan was on magnetic north which is roughly 17 degrees different New Hampshire Grid north.

Thank You



Paul F. Zuzgo, LLS

Middleton Planning Board
182 Kings Highway Middleton, New Hampshire 03887
603-473-2261 fax: 603-473-2577

APPLICATION FORM

TYPE OF APPLICATION:

Please circle one:

Boundary Line Adjustment Subdivision Site Plan Review

PROPERTY OWNER/S(Multiple owners must each be listed & sign)**PRINT&SIGN**

Name/s: The Raed Hertel Family Trust

Address: 617 Four Bays Drive Nokomis, FI 34275

Daytime Phone #: (603) 651-8603

AUTHORIZED REPRESENTATIVE:

Name: Jeffery Hertel

Firm: Northern Exposure Real Estate

Daytime Phone #: (603) 312-3020

SURVEYOR:

Name: Paul F. Zuzgo LLS

Address: P.O Box 1443, Alton , NH 03809

Daytime Phone #: (603) 875-4747

License #: 919

OTHER PROFESSIONALS WHO STAMPS APPEAR ON THE PLANS:

Name: Damon E. Burt, CWS, CPESC

Address: 38 Garland Road, Strafford, NH 03884

Daytime Phone #: ()

License #:

SITE IDENTIFICATION:

Tax Map: 8 Lot 6

Street Address: Pinkham Road

Zoning District: residential

PROJECT DESCRIPTION: 6 lot subdivision

Attach additional pages if necessary

SUBMIT WITH APPLICATION: Enter Amount due:\$

CERTIFICATION: I hereby certify that all information presented as part of this application is, to the best of my knowledge, correct. I agree to be billed directly and will pay for any Planning Board Consultants required. This application meets all the requirements of Middleton Zoning Ordinance/Regulations, Town Regulations and Planning Board directives.

Signature of Owner/s: Van E. Hertel, Jr.

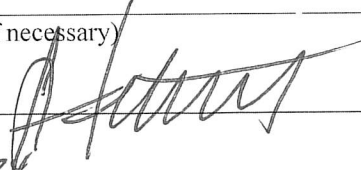
Date: 10-29-24

ABUTTERS LIST

On this sheet, list the map and lot number of the parcel/s, name and mailing address of the property owner, authorized agent (if applicable), all professionals whose stamps appear on the plan (including; surveyor, engineer, architect, etc), and all abutters as indicated in Town records not more than five days prior to submittal, per RSA 676:4,I(b). In addition, please attach an adhesive mailing label for each entry.

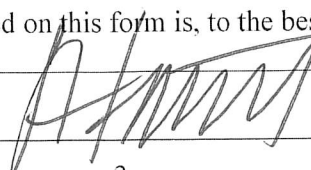
| MAP | LOT | Owner | Mailing Address |
|-----|------------------------|-------------------------------|--|
| 8 | 6 | The Raed Hertel Family Trust | 617 Four Bays Drive Nokomis, FI 34275 |
| | | (owner/s) | |
| | | Jeffery Hertel | |
| | | (agent) | |
| | | Paul F. Zuzgo LLS | P.O Box 1443, Alton , NH 03809 |
| | | (surveyor) | |
| | | Damon E. Burt, CWS, CPESC | 38 Garland Road, Strafford, NH 03884 |
| 8 | 15 | Thompsons Family Trust | 155 New Durham Road Middleton, NH 03887 |
| 8 | 15-1 | Lester & Mary Kimball | 165 New Durham Road Middleton, NH 03887 |
| 12 | 54 | Jacob & Kara Boulay | 119 New Durham Road Middleton, NH 03887 |
| 12 | 52 | James & Colleen Schultz | 105 New Durham Road Middleton, NH 03887 |
| 12 | 51 | Town of Middleton | 182 Kings Highway Middleton, NH 03887 |
| 8 | 50-6 | Dennis & Cynthia Newton | 66 Eastman Lane Middleton, NH 03887 |
| 8 | 50-7 | Stephen & Wanda Rawlinson | 74 Eastman Lane Middleton, NH 03887 |
| 12 | 50-8 | Sandra Marsh | 67 Eastman Lane Middleton, NH 03887 |
| 12 | 48 | Carolyn A. LaPierre Rev Trust | 284 Middleton Road Wolfeboro, NH 03894 |
| 12 | 30 | Daryll Dalrymple | 91 Kings Highway Middleton, NH 03887 |
| 8 | 11-4 | Brian & Lorraine Beucier | 46 Shore Drive Middleton, NH 03887 |
| 8 | 6-6 | Brock Griffin | 85 Colbath Road Center Barnstead, NH 03225 |
| 8 | 6, 6-4, 6-5, 6-7 & 6-8 | The Raed Hertel Family Trust | 617 Four Bays Drive Nokomis, FI 34275 |

(Attach additional copies of this form if necessary)

Person/Firm who prepared this list: 

Date of preparation: 10/29/24

I hereby certify that all information presented on this form is, to the best of my knowledge, correct:

Signature of Person submitting application: 



**TOWN OF MIDDLETON
PLANNING BOARD
Subdivision Review Application Checklist**

This Checklist may be completed by the Applicant and submitted with the Subdivision Review Application. Please use this checklist in combination with the Subdivision Regulations as a guide.

Owner or Project Name: The Raed Hertel Family Trust Tax Map No. 8 Lot No. 11-14

Owner Mailing Address: 617 Four Bays Drive Nokomis, FL 34275 Phone: 603-851-8623

Subdivision Review Status: ☒ New ☐ Amendment to a Previously Approved Plan – Reference: _____

Site Plan Review Type: (check one): ☒ Major ☐ Minor

Checklist Prepared for Applicant by Agent: Jeffrey Hertel Date: 10/29/24

Address: PO Box 1323 Attton, NH 03809 Contact Info: 603-312-3020

Checklist Reviewed for Planning Board by _____ Date: _____

Please check the appropriate blank boxes. Shaded boxes indicate the action in the heading cannot be taken.

SA – Submitted by Applicant

C – Item Complete Planning Board (PB)

NA – Not Applicable

WA – Waiver Action by Planning Board

RW – Requests Waiver (Applicant)

Recommendation:

Additional review prior to Planning Board action by: ☐ PB ☐ BI ☐ CC ☐ Other

Application Complete ☐ Yes ☐ No ☐ Conditional

APPLICATION FEE per Current Planning Board Fee Schedule

| Article Section | MINOR SUBDIVISION REVIEW APPLICATION INFORMATION REQUIREMENTS | Applicant Checklist | | | PB Checklist | |
|-----------------|---|---------------------|----|----|--------------|----|
| | | SA | NA | RW | C | WA |
| Art IV, 4.6 | Submittal Requirements | | | | | |
| | A fully executed and signed copy of the application. | X | | | | |
| | Five (5) reduced [11"x17"] copies of a plan. | X | | | | |
| | Six (6) [24"x36"] large copies and one digital (PDF) copy to be determined at the time of application, shall be drawn at a scale sufficient to allow review of the items listed under the following requirements: | X | | | | |
| 1. | Name, address, and signature of the applicant. | X | | | | |
| 2. | Name and address and signature of the owner(s) of record, if different from the applicant. | X | | | | |
| 3. | Name and address of the person or firm preparing the plan. | X | | | | |
| 4. | Name and addresses of all abutting property owners as displayed in Assessing Dept records within five (days) of the application due date. | X | | | | |
| 5. | North Arrow on Plan. | X | | | | |
| 6. | Plan to Scale and so noted. | X | | | | |
| 7. | Date prepared. | X | | | | |
| 8. | Locus map showing the general location of the site within the Town | X | | | | |
| 9. | Property boundary lines, inclusive of distances and angles plotted to scale. | X | | | | |
| 10. | Areas of proposed lots in square feet and acres. | X | | | | |
| 11. | Delineation of all wetlands and wetland buffers. | X | | | | |



TOWN OF MIDDLETON PLANNING BOARD Subdivision Review Application Checklist

| MINOR SUBDIVISION REVIEW APPLICATION INFORMATION REQUIREMENTS (Cont.) | | SA | NA | RW | C | WA |
|--|--|---------------------|----|----|--------------|----|
| 12. | Delineation of slopes over twenty-five (25%) percent. | | | | | |
| 13. | Location of buildings within fifty (50) feet of the subject site. | X | | | | |
| 14. | Location of all roads or driveways within two hundred (200) feet of the subject site. | X | | | | |
| 15. | Existing access roads, recreational trails, and boundaries (such as stone walls, barbed wire, etc.) | X | | | | |
| 16. | Existing and proposed buildings and driveways on-site. | | | | | |
| 17. | The current zoning classification of property, and location of district boundaries if located in two or more zones. | X | | | | |
| 18. | The location of all building setbacks as required by the Zoning Ordinance. | | | | | |
| 19. | The on-site flow of traffic. | | X | | | |
| 20. | All existing and proposed services such as sewer, water, and utilities. | X | | | | |
| 21. | A note defining the purpose of the plan. | X | | | | |
| 22. | A brief history of the property, including other disturbances that have happened on the property | X | | | | |
| 23. | General description of the existing characteristics such as developed, productive farmland, meadow, forest, viewshed, archeological site, area contiguous with other open space, and wildlife corridors. | X | | | | |
| 24. | Summary description of drainage upstream onto property and discharge downstream from the property. | | X | | | |
| 25. | Flood hazard information provided in conformance with the requirements of 5.012 SPECIAL FLOOD HAZARDS AREAS. | | X | | | |
| 26. | A note referencing and delineations on the plan or all easements, rights-of-way, and deeded property restrictions. | X | | | | |
| 27. | State of New Hampshire Alteration of Terrain permit number(s) if required. | | X | | | |
| 28. | All parcels shall be numbered sequentially with no commissions of duplications. The notation of the plan shall contain a list of the map and lot numbers of the parent tract(s) as identified in the Town of Middleton Assessing records. | X | | | | |
| 29. | Planning Board approval block with space for the Chairs signature and date Approval date. | X | | | | |
| 30. | The seal of a duly registered and licensed land surveyor shall be affixed to the final plan attesting that the final plan is substantially correct and that the survey will close within one ten-thousandth of a foot (1'/10,000'). All bounds or points are required to be set on each lot before the issuance of a Certificate of Occupancy. | | X | | | |
| 31. | Any approved waivers indicating the sections waived and a brief general description of the waiver. | | | | | |
| | | | | | | |
| Article Section | MAJOR SUBDIVISION REVIEW APPLICATION INFORMATION REQUIREMENTS | Applicant Checklist | | | PB Checklist | |
| | | SA | NA | RW | C | WA |
| Art IV, 4.7 | Submittal Requirements | | | | | |
| | A fully executed and signed copy of the application. | X | | | | |
| | Five (5) reduced [11"x17"] copies of a plan. | X | | | | |



TOWN OF MIDDLETON PLANNING BOARD

Subdivision Review Application Checklist

| | MAJOR SUBDIVISION REVIEW APPLICATION INFORMATION REQUIREMENTS (cont.) | SA | NA | RW | C | WA |
|-----|---|----|----|----|---|----|
| | Six (6) [24"x36"] large copies and one digital (PDF) copy to be determined at the time of application, shall be drawn at a scale sufficient to allow review of the items listed under the following requirements: | X | | | | |
| 1. | Name, address, and signature of the applicant. | X | | | | |
| 2. | Name and address and signature of the owner(s) of record, if different from the applicant. | X | | | | |
| 3. | Name and address of the person or firm preparing the plan. | X | | | | |
| 4. | Name and addresses of all abutting property owners as displayed in Assessing Dept records within five (days) of the application due date. | X | | | | |
| 5. | North Arrow on Plan. | X | | | | |
| 6. | Plan to Scale and so noted. | X | | | | |
| 7. | Date prepared. | X | | | | |
| 8. | Current Zoning of Property. | X | | | | |
| 9. | Lot area in square feet and acres, frontage, and associated minimum zoning requirements. | X | | | | |
| 10. | Locus map showing the general location of the site within the Town. | X | | | | |
| 11. | Property boundary lines, inclusive of distances and angles plotted to scale. | X | | | | |
| 12. | Delineation of all wetlands and wetland buffers. | X | | | | |
| 13. | Delineation of slopes over twenty-five (25%) percent. | | X | | | |
| 14. | Existing and proposed topography at five (5) foot intervals or two (2) foot intervals if major changes are proposed. | X | | | | |
| 15. | A balance sheet of proposed cut and fill quantities with maximum amounts stated. | | X | | | |
| 16. | Scaled roadway centerline at fifty (50) feet increments. | | X | | | |
| 17. | Location of a building within fifty (50) feet of the subject site. | X | | | | |
| 18. | Location of all roads or driveways within two hundred (200) feet of the subject site. | X | | | | |
| 19. | Locations of infiltrating drainage systems within two hundred (200) feet, where appropriate. | | X | | | |
| 20. | Existing access roads, recreational trails, snowmobile trails, and boundaries (such as stone walls, barbed wire, etc.). | X | | | | |
| 21. | Existing and proposed buildings, driveways, and roads on site. | X | | | | |
| 22. | New roads, shall have the centerline marked at fifty (50) intervals. | | X | | | |
| 23. | The location of all building setbacks as required by the Zoning Ordinance. | X | | | | |
| 24. | The on-site flow of traffic. | | X | | | |
| 25. | All existing services such as sewer, water, and utilities. | X | | | | |
| 26. | Provisions for storage of recycling and refuse, as necessary. | | X | | | |
| 27. | Location, size, and detail of signs. | | X | | | |
| | | | | | | |



TOWN OF MIDDLETON PLANNING BOARD Subdivision Review Application Checklist

| | MAJOR SUBDIVISION REVIEW APPLICATION INFORMATION REQUIREMENTS (cont.) | SA | NA | RW | C | WA |
|-----|--|----|----|----|---|----|
| 28. | Location, size, and detail of exterior lighting. | | X | | | |
| 29. | Location, size, and detail of storage tanks. | | X | | | |
| 30. | A note defining the purpose of the plan. | X | | | | |
| 31. | A brief history of the property, including other disturbances that have happened on the property | | X | | | |
| 32. | General description of the existing characteristics such as developed, productive farmland, meadow, forest, viewshed, archeological site, area contiguous with other open space, and wildlife corridors. | X | | | | |
| 33. | Summary description of drainage upstream onto property and discharge downstream from the property. | | X | | | |
| 34. | Flood hazard information provided in conformance with the requirements of 5.012 SPECIAL FLOOD HAZARDS AREAS. | | X | | | |
| 35. | A brief history of the property, including other disturbances that have happened on the property | X | | | | |
| 36. | Deed references for the property. | X | | | | |
| 37. | A note referencing and delineations on the plan or all easements, rights-of-way, and deeded property restrictions. | X | | | | |
| 38. | A note indicating the ownership of any open space to be created as part of the subdivision specifications. | | X | | | |
| 39. | A utility plan per 5.013 MUNICIPAL AND PUBLIC UTILITIES. | | X | | | |
| 40. | Road, sidewalks, and drainage cross-sections, profiles, and engineering specifications. | | X | | | |
| 41. | All parcels shall be numbered sequentially with no commissions of duplications. The notation of the plan shall on contain a list of the map and lot numbers of the parent tract(s) as identified in the Town of Middleton Assessing records. | X | | | | |
| 42. | Planning Board approval block with space for the Chairs signature and date Approval date. | X | | | | |
| 43. | The seal of a duly registered and licensed land surveyor shall be affixed to the final plan attesting that the final plan is substantially correct and that the survey will close within one ten-thousandth of a foot (1'/10,000'). All bounds or points are required to be set on each lot before the issuance of a Certificate of Occupancy. | X | | | | |
| 44. | Planning Board approval block with space for the Chairs signature and date Approval date. | X | | | | |

Robin Willis

From: Robin Willis
Sent: Wednesday, December 11, 2024 10:26 AM
To: Robin Willis
Subject: FW: Map 8, Lot 14

With additional postage for abutters left off original list.

| | |
|---------------------------|------------|
| Base fee | = \$150.00 |
| \$50 per lot x 8 | = \$ 400 |
| Abutter's Notices 22@9.64 | = 212.08 |
| Total due | \$762.08 |

Planning Board
application, for
Subdivision
Fees

Robin Willis

Robin Willis
Administrative Clerk
Town of Middleton
182 Kings Highway
Middleton, NH 03887
603-473-5208

Postage
4130-20-EXC

My normal office hours are, Tuesday, Wednesday and Thursday 9:00 to 5:00

From: Robin Willis
Sent: Tuesday, November 5, 2024 1:10 PM
To: jeffhertel@hotmail.com
Subject: Map 8, Lot 14

Just want to be sure I'm reading the plan correctly. There is no longer a Map 8, Lot 14, correct? That land is now composed of Parcel A, Parcel B, Map 8, Lot 11-5, 11-6, 11-7 and 11-9? Please confirm. Thanks.

Robin Willis

Robin Willis
Administrative Clerk
Town of Middleton
182 Kings Highway
Middleton, NH 03887
603-473-5208

My normal office hours

JEFFREY F HERTEL 04/20
PO BOX 1323
ALTON, NH 03809

54-7293/2117

599

DATE 11/19/24

PAY TO THE ORDER OF Town of Middleton

Seven Hundred Sixty Two 08/100 \$762.08 DOLLARS

MEMO Hertel Subdivision

MEREDITH VILLAGE SAVINGS BANK
MEREDITH, NEW HAMPSHIRE 03253

2117729361 4200001693 00599

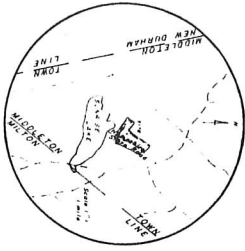
Security Features
Details on Back

MP

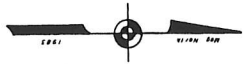
SPECIALTY BLUE

003848

Scale 1/4" = 100'



LOCATION MAP



TOTAL AREA: 196.1 ACRES

TRACT I
141.3 ACRES

TRACT II
54.8 ACRES

- LEGEND
- 1. 100' BOUNDARY
 - 2. 50' BOUNDARY
 - 3. 25' BOUNDARY
 - 4. 12.5' BOUNDARY
 - 5. 6.25' BOUNDARY
 - 6. 3.125' BOUNDARY
 - 7. 1.5625' BOUNDARY
 - 8. 0.78125' BOUNDARY
 - 9. 0.390625' BOUNDARY
 - 10. 0.1953125' BOUNDARY
 - 11. 0.09765625' BOUNDARY
 - 12. 0.048828125' BOUNDARY
 - 13. 0.0244140625' BOUNDARY
 - 14. 0.01220703125' BOUNDARY
 - 15. 0.006103515625' BOUNDARY
 - 16. 0.0030517578125' BOUNDARY
 - 17. 0.00152587890625' BOUNDARY
 - 18. 0.000762939453125' BOUNDARY
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 - 99. 0.00000000000000000000000000031554436208836476485070544750319861085916671875' BOUNDARY
 - 100. 0.00000000000000000000000000015777218104418238242535272375159930542958359375' BOUNDARY

TWIN STATE SURVEYS

Land Surveys

Granham Road
W. Springfield, N. H.
ALLEN L. WILSON
L.L.S.

Electronic distance meter, stadia and theodolite traverse

1/11 M. G. Eccleston, Hampshire Survey
(Plan recorded in Stratford County
Recorder's Office, Book 26, December 30, 1966)

BOUNDARY SURVEY

for

WALTER G. & MARJORIE M.

ECCLESTON

HAMPSHIRE SHORE ROAD
STRAFORD COUNTY
SCALE 1" = 200'
JUNE 1983

Date May 1983
Scale 1" = 200'
Map 953 P. 1/2 S.C.R.D.