



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

January 8, 2026 at 6:00 p.m.

Amended to add: "Member Comments" to Page 3 on 2026-01-29

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.

Attachments

December Building Permit Report
Meeting Sign In Sheet

Meeting called to order by Christine Maynard at 6:00 p.m.

Public Hearing on Proposed Amendments to the Zoning Ordinance called to order by Christine Maynard at 6:00 p.m.

Pledge to the Flag

Roll Call

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

Zoning Ordinance 2026 Updates & Revisions

Board members reviewed recommended changes to the Zoning Ordinance that are necessary because of recent changes in State law. They went over the newly approved House and Senate bills and proposed new text in detail in preparation for the upcoming ballot.

K. Buzard said the Selectboard can create a policy for building on private roads.

There was discussion on the history of fence height being limited to 48 inches in the Sunrise Lake District so residents' views would not be obstructed. It was decided to propose 48 inches be the maximum height town wide.

C. Maynard said the Code Enforcement Officer had a different opinion on what fence heights are allowed.

K. Buzard said if someone wants to build a taller fence they would go to the ZBA for a variance and the abutters would be notified.

There was discussion about the definition of "structure" in the Zoning Ordinance and whether it should include fences.

R. Tufts-Keegan said Proposed Amendment No. 13 was approved at the 2025 Town Meeting. This article says, "edit structures to change the wording in definitions to clarify what structures are and their applicability, such as fences and walls?"

J. Quinn said the wording needs to be clear so when residents vote they understand what the amendment means.

K. Buzard said since the proposed article to eliminate Family Compounds did not pass last year, they should consider amending it this year.

C. Maynard said they were advised not to require the term Family Compound be included in the deed to a property.

R. Tufts-Keegan said because of the latest updates to laws involving ADUs, Family Compounds are much more restrictive and the goal is to reduce those restrictions.

There was discussion about how to help the public understand most of the amendments being proposed are not optional due to State law changes.

C. Maynard would like to see some type of explanation of what a "Yes" or "No" vote means for each amendment.

J. Quinn recommended they provide a separate document explaining the amendments being proposed so residents know what they are voting for.

There was discussion about helping voters understand the difference between the zoning districts.

The members reviewed deadlines. The draft in final form will be sent to legal counsel to review. The final version for the ballot must be to the Town Clerk by February 3.

R. Tufts-Keegan made a motion to continue the Public Hearing on the Proposed Amendments to the Zoning Ordinance to January 29, 2026 at 6:00 p.m. at the Old Town Hall.

J. Quinn seconded the motion.

Motion carried.

K. Buzard asked if they were going to address the changes in the Subdivision Regulations at that hearing.

It was decided they would be discussed at the January 29 hearing, but the final decisions can be made at a future public hearing.

K. Buzard clarified the Subdivision Regulations changes must be made at a public hearing; the Rules of Procedures can be changed at a public meeting.

J. Quinn said it's important to let people know ahead of time what will be discussed at the hearing so they can decide if they want to come.

It was agreed having the monthly meeting agenda available a week before the meeting is good practice. In the future, the Vice Chair will create a proposed draft agenda prior to the meeting. Agendas should include discussion on the Capital Improvement Program, Impact Fees and Rules of Procedure so they don't lose track of these items.

R. Tufts-Keegan made a motion to approve the December 18, 2025 meeting minutes.

J. Quinn seconded the motion.

Motion carried.

Land Use Inquiries

The status of current inquiries was reviewed.

Member Comments

C. Maynard said Strafford Regional Planning is working with her on the budget. They will be helping with future Zoning Ordinance updates, specifically manufactured housing, short term rentals, multi-family housing, commercial zoning, and compliance with State Law (existing and upcoming revisions). She suggested they arrange for video calls with Strafford Regional Planning to reduce the time, inconvenience and costs associated with traveling to meetings.

There was discussion about short-term rentals including a recent conversation with Avitar Associates Assessing about their experience and perspective. Some towns are starting to require property owners to register with the Town for a small fee to better manage issues and possible revenue from the State.

J. Quinn said he is concerned about discouraging small business opportunities. It's important the Town let the State manage short term rentals. He feels strongly property owners are allowed to do what they want with their property if they are complying with the law. He said there should not be a fee associated with a permitting process if one is ever implemented.

There was discussion about lot size requirements and how they apply to manufactured housing.

K. Buzard said she has been working with Solsmart on a revised Solar Ordinance and will be bringing it to the Planning Board soon.

There was discussion about how to communicate explanations of the changes to the Zoning Ordinance.

Adjournment

R. Tufts-Keegan made a motion to adjourn the meeting at 8:02 p.m.

J. Quinn seconded the motion.

Motion carried.

A Public Hearing is scheduled for January 29, 2025 at the Old Town Hall. The purpose is to review the Warrant Articles relating to revisions to the Zoning Ordinance that will be on the upcoming ballot. Most of these revisions are necessary due to recent changes in State Law.

Respectfully submitted by:
Robin Willis

Approved 2026-01-29