



TOWN OF MILFORD, NH  
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

## STAFF MEMO

**Date:** January 12, 2026  
**To:** Town of Milford Planning Board  
**From:** Terrence S. Dolan, Community Development Director *TS*  
**Subject:** **Case SD #2025-08, Minor Sub-Division Approval (Two Acre Lot Split) Request for the Sheila M. White Revocable Trust of 2022, located @ 33 Ruonala Road, Map 52 Lot 93**

### BACKGROUND:

Pursuant to Sections 2.04.A & Section 5.06 of the Milford Development Regulations, the applicant known as the "*Sheila M. White Revocable Trust of 2022*" has requested the approval of an additional "lot split" division to produce a separate two-acre (87,120 sq feet) lot from the *now existing* 7.8-acre lot (339,768 sq ft.); creating a Minor Sub Division, located at 33 Ruonala Road, Map 52 Lot 93.

### LOT AREA:

The existing 7.8 Acre existing single-family lot is within the "R" Zoning District, subject to Section 5.04.4 of the Milford Zoning Regulations (Lot Sizes and Frontages).

### APPLICATION STATUS:

The application for Minor Sub Division (Lot Split) Approval is complete and ready to be accepted.

### NOTICES:

Notices were sent to all property abutters on January 6, 2026. No calls, comments or correspondences of any form have been rec'd by the Community Development Office in regards to this project proposal.

### ZONING DISTRICT/INFORMATION:

The subject lot is within the Residence "R" Zoning District (pursuant to the regulations and conditions stated in Section 5.04.4. A & B, Milford Zoning Ordinance). Minimum lot size is 2.0 acres, and road frontage along a Class V (or better) Road is required to be a minimum of 200 linear feet.

The new southerly 2.0-acre lot (to be known as "*Map 52 Lot 93-3*") shall have exactly the minimum required 200 L.F. of road frontage along the westerly side of Ruonala Road, and the northerly 5.8-acre lot (*Map 52 Lot 93*), with an existing (1945-built) single-family home, shall retain approximately **226.78** linear feet of Ruonala Road frontage.

Both lots as proposed will meet all meet the requirements and conditions, pursuant to Section 5.04.4 of the Milford Zoning Ordinance Regulations.

Staff Note: A prior 2.0-acre lot split (from Map 52 Lot 93) was unanimously approved by the Milford Planning Board at their **February 20, 2024 Mtg**, as *Case SD #2024-02*, for the **then (original) 9.8-acre overall Lot (M52 L93)**; creating the southern-most lot (from of the original 9.8-acre lot), known as *Map 52 Lot 93-2* (now owned by *San-Ken Homes, Inc.*). This overall lotting configuration may be observed on the latest attached Sub Division Plan Sheet, as prepared by Meridian Land Consultants, Inc.

#### **UTILITY INFORMATION**

The existing northerly residence (being reduced in size to remain the larger *parent* 5.8-acre lot, Map 52 L93) shall continue being served by the existing private potable well and septic system for the existing home, while the proposed southerly 2.0-acre lot shall also be served by a separate potable well and septic system, (as proposed on the attached highlighted exhibit).

#### **STAFF RECOMMENDATIONS:**

The applicant appears to have addressed all requirements needed for approval of the proposed request. The applicant should be prepared to address the comments raised by the Planning Board, pursuant to the regulations set forth in both the Milford Zoning Ordinance & the Milford Development Regulations.



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PB \_\_\_\_\_ ZBA \_\_\_\_\_ Office \_\_\_\_\_

## APPLICATION FOR SUBDIVISION APPROVAL

### CONTACT INFORMATION

**Property Owners(s):** Name: The Sheila M. White Rev. Trust of 2022  
Address: 33 Ruonala Rd  
Milford, NH 03055  
Telephone Number: 978-314-9027 Fax: \_\_\_\_\_  
Email Address: sheila\_white18@msn.com

**Applicant:** Name: Sheila White  
(if different from above) Address: Same  
Telephone Number: Same Fax: \_\_\_\_\_  
Email Address: Same

**Engineer/  
Surveyor/  
Architect:** Name: Meridian Land Services, Inc.  
Address: PO Box 118  
Milford, NH 03055  
Telephone Number: 603-673-1441 Fax: \_\_\_\_\_  
Email Address: kbmccclure@meridianlandservices.com  
**Primary Contact Person:** Kevin McClure, SIT

### TYPE OF APPLICATION

(Please check all that apply)

- Discussion - Informal meeting with Planning Board.
- Lot Line Adjustment - Exchange or transfer of land between existing, adjacent lots, no additional lots created.
- Condominium Conversion - Conversion of multi unit facility into condominiums
- Minor Subdivision - Creation of no more than two (2) new lots from existing lot.
- Major Subdivision - Creation of three (3) or more new lots from existing lot(s).
- Design Review Plan  Final Plan  Open Space
- Other - (i.e. amendments and/or revisions)

**SITE INFORMATION**

LOCATION: Tax Map Number 52 Lot(s) 93 ZONING DISTRICT: R

ROAD FRONTAGE ON: Ruonala Rd TOTAL SITE AREA: 7.8 AC

BRIEF DESCRIPTION OF PROJECT: Create one new lot from existing lot 52-93 to be used for a residential house lot

NAME OF EXISTING OR PROPOSED SUBDIVISION: White Subdivision

**INSTRUCTIONS FOR SUBMITTING A COMPLETE APPLICATION (Please read carefully)**

For an application to be scheduled on the next available Planning Board agenda, the following items MUST be submitted to the Department of Planning & Community Development by close of business on the officially posted submittal date:

- ✓ 1. **Completed and signed SUBDIVISION APPLICATION FORM and ABUTTERS LIST.**  
The application will not be placed on the Planning Board agenda unless all required signatures are on the application. The owner MUST sign the application form.
- ✓ 2. **Three (3) large and one (1) 11" x 17" prints of the subdivision plan or subdivision plan set.**  
At least one (1) plan MUST be signed by the owner. All applicable information as described on the attached SUBDIVISION CHECKLIST MUST be shown on the plans. Owner's signature must be on at least one (1) plan, indicating his/her knowledge of the plan and application. **DO NOT** submit any mylars until the Planning Board grants approval.
- ✓ 3. **Application fee and Abutter Mailing Fees.**  
Check with the Department of Planning & Community Development prior to determining the application fee and abutter-mailing fee. Checks are to be made payable to the Town of Milford once the fee is calculated.

**AUTHORIZED SIGNATURES**

Owner(s): I/We, as owner(s) of the property described hereon, certify that this application is correctly completed with all required attachments and requirements in accordance with the Subdivision Regulations for the Town of Milford. I/We also authorized members of the Milford Planning Board and its agents to access the property described on this application for on-site review of the proposed subdivision.

Sheila M White Trustee 12/10/25  
Name (please print) and Title Date

IF APPLICABLE:

Owner(s) authorization for Applicant or Agent to represent the application:

The applicant or agent, as stated hereon, has authorization from the property owner to submit this subdivision application and represent the property owner on matters relative to the Town subdivision approval process.

Sheila M White Trustee 12/10/25  
Owner's Signature Date

Applicant's Signature:

I acknowledge, as the applicant stated hereon, that this subdivision application has been completed and submitted in conformance with all applicable Town of Milford regulations, and that I am the designated representative for the property owner on matters relative to this subdivision application.

Sheila M White Trustee 12/10/25  
Applicant's Signature Date

Agent's Signature (someone other than the Owner or Applicant who is representing the project):

I acknowledge, as the agent stated hereon, that this subdivision application has been completed and submitted in conformance with all applicable Town of Milford regulations, and that I am the designated representative for the property owner on matters relative to this subdivision application.

Tevin McClure 12/10/25  
Agent's Signature Date

Name & Address of Sender

**TOWN OF MILFORD - P B**  
**RUONALA RD S WHITE**  
**One Union Sq**  
**Milford, NH 03055**  
**SD2025-08 ML 52-93-3**

Check type of mail or service:

- Certified
- COD
- Delivery Confirmation
- Express Mail
- Insured
- Recorded Delivery (International)
- Registered
- Return Receipt for Merchandise
- Signature Confirmation

Affix stamp here (if issued as a certificate of mailing, or for additional copies of this bill)

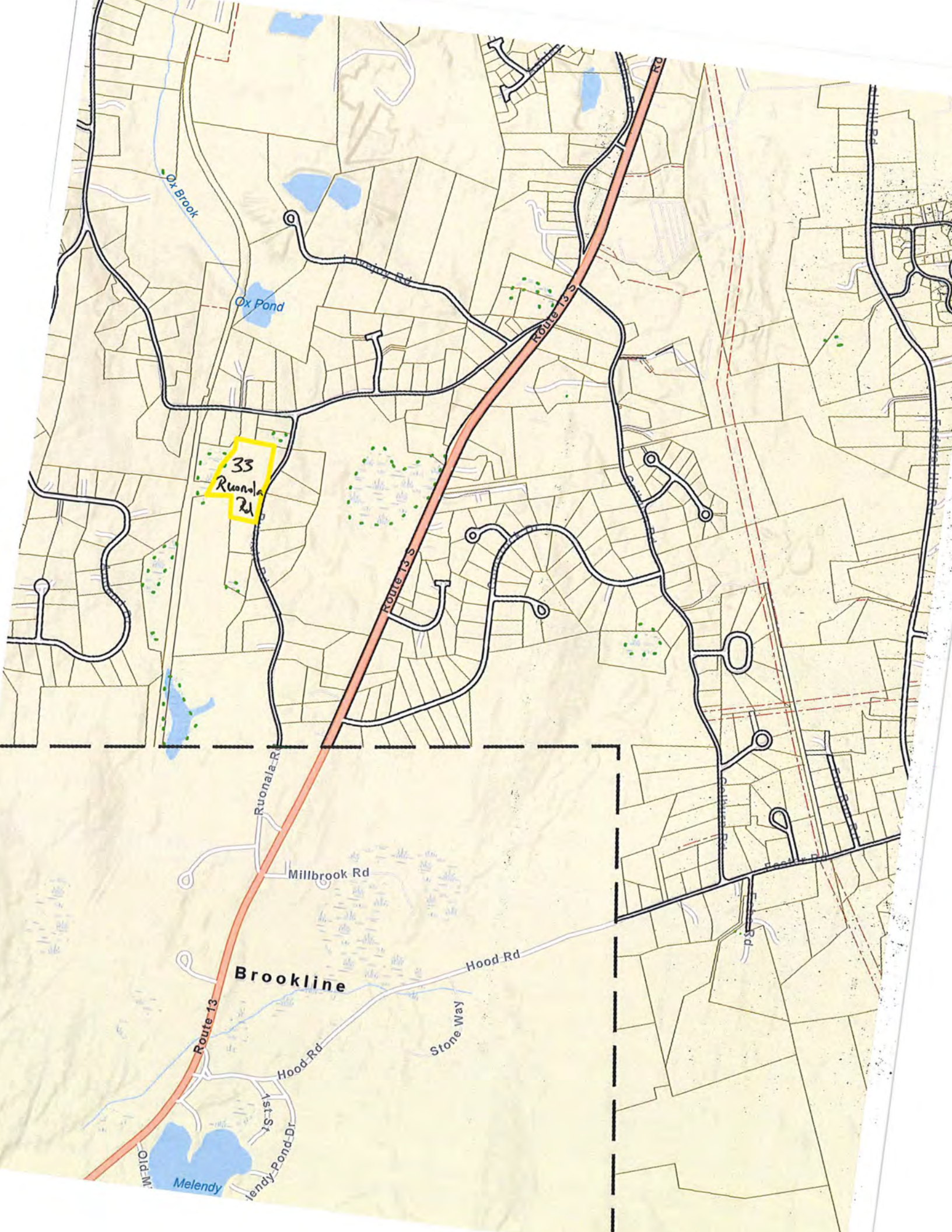
Postmark and date of Receipt



Line	Article number	Addressee (Name, Street, City, State & Zip Code)	Postage	Fee	Handling Charge	Actual Value if Registered	Insured Value	Due Sender if COD	DC Fee	SC Fee	SH Fee	RD Fee	RR Fee
0	5270 0047 2144 12	MERIDIAN LAND SERVICES INC, PO BOX 118, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 29	SHEILA WHITE TRUSTEE, SHEILA WHITE REV TRUST 2022, 33 RUONALA RD, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 36	TOWN OF MILFORD, 1 UNION SQUARE, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 43	CLAUDE & PHYLLIS LESSARD, 289 MELENDY RD, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 50	TOURAJ & IRAJ PARSA, 1655 E SAHARA AVE APT 3070, LAS VEGAS NV 89104-9998	0.69	6.04									
0	5270 0047 2144 67	JOHN & MARGARET CARR, 21 RUONALA RD, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 74	JOSE SANCHEZ & PING YANG, 28 RUONALA RD, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 81	AARON & CORRINE KRYCKI, 44 RUONALA RD, MILFORD NH 03055	0.69	6.04									
0	5270 0047 2144 98	LUCAS & JENNA TABOLT, 22 TWILLINGATE RD, TEMPLE NH 03084	0.69	6.04									
0	5270 0047 2145 04	ROBERT & CAROLYN HALSEAD, 79 RUONALA RD, MILFORD NH 03055	0.69	6.04									
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Total number of pieces Listed by sender <b>10</b>	Total number of pieces Received at Post Office <b>10</b>	Postmaster, Per (Name of receiving employee) <i>Kelly Milk</i>	The full declaration of value is required on all domestic and international registered mail. The maximum indemnity payable for the reconstruction of nonnegotiable documents under Express Mail document reconstruction insurance is \$50,000 per piece subject to a limit of \$500,000 per occurrence. The maximum indemnity payable is \$25,000 for registered mail, sent with optional postal insurance. See Domestic Mail manual R900, S913, and S921 for limitations of coverage on insured and COD mail. See International Mail Manual for limitations of coverage on international mail. Special handling charges apply only to Standard Mail (A) and Standard Mail (B) parcels.
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Ox Brook

Ox Pond

33  
Ruonala  
Rd

Route 13 S

Route 13 S

Ruonala Rd

Millbrook Rd

Brookline

Hood Rd

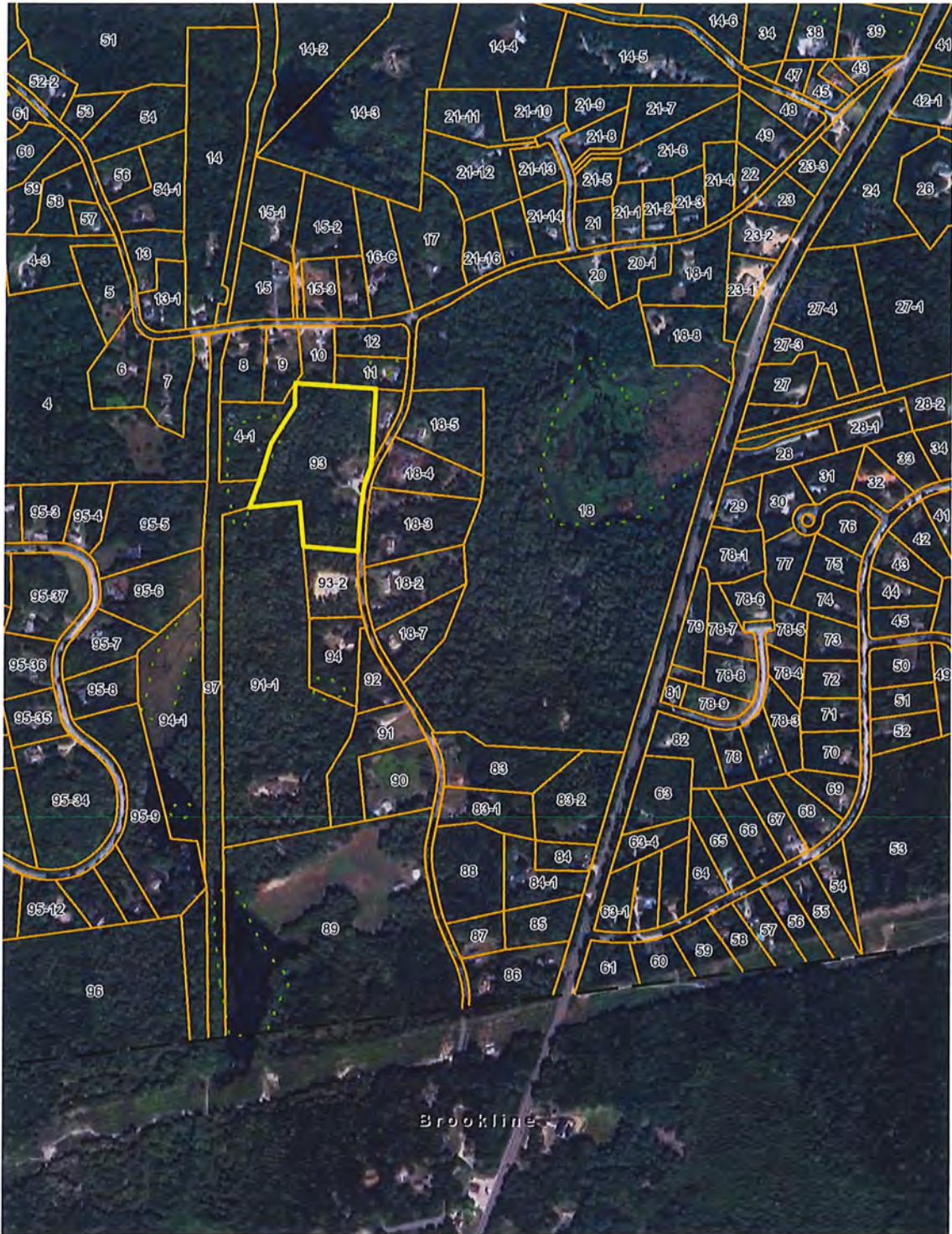
Stone Way

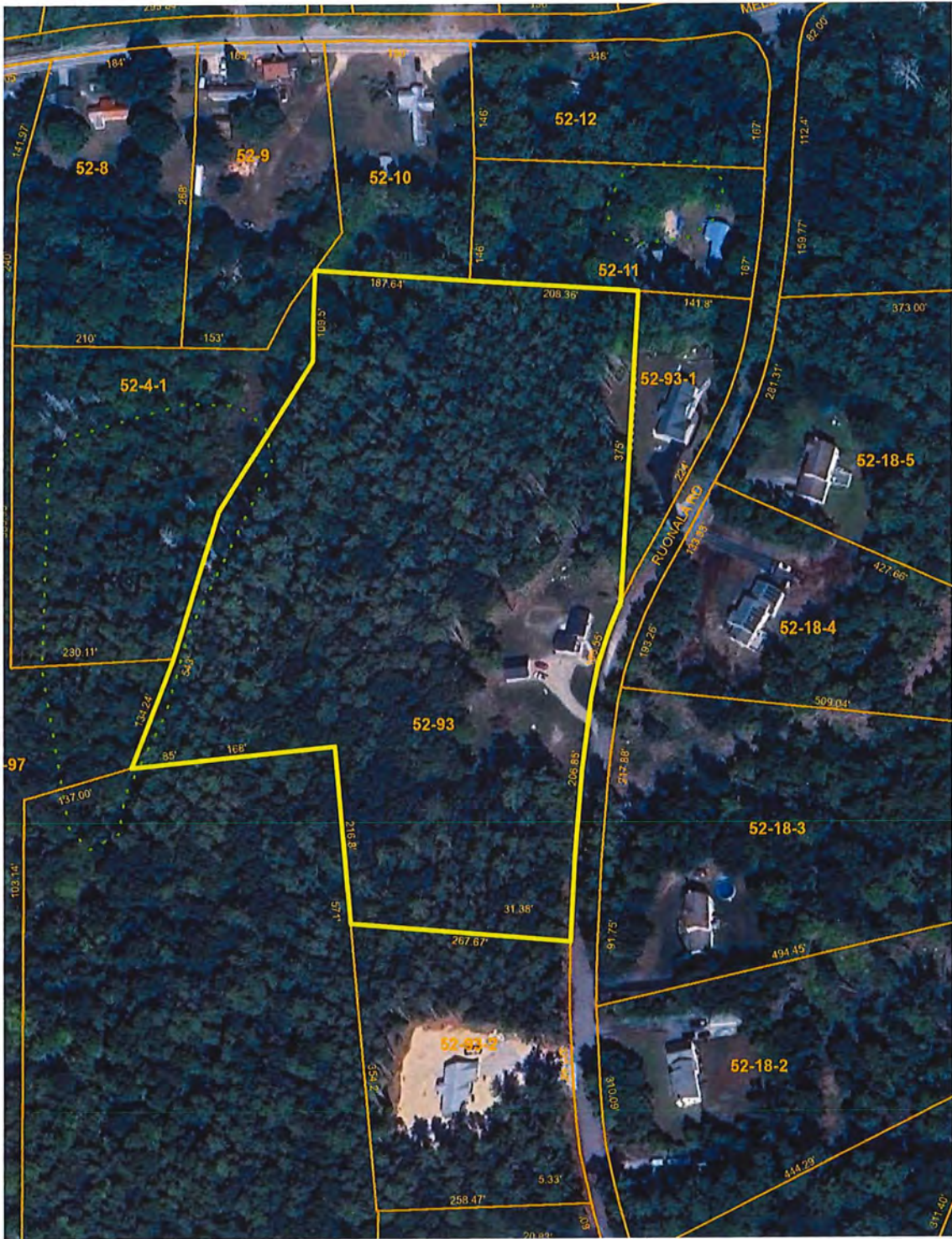
Hood Rd

1st St

Melendy Pond Dr

Melendy







Town of Milford, NH

1 inch = 139 Feet



January 12, 2026

www.cai-tech.com



Data shown on this map is provided for planning and informational purposes only. The municipality and CAI Technologies are not responsible for any use for other purposes or misuse or misrepresentation of this map.

OWNER'S SIGNATURE:

*Sheila M. White Trustee* 12/10/25  
OWNER OF TAX MAP LOT 52-93 DATE

REFERENCE PLANS:

- "SUBDIVISION PLAN - LAND OF: - ROBERT M. HALSTEAD - TAX MAP 52 LOT 91 - MILFORD, NEW HAMPSHIRE" - SCALE: 1"=100' - DATED: MARCH 6, 2007 - PREPARED BY THIS OFFICE - RECORDED: HCRD #35892.
- "LAND - SUBDIVIDED - FOR - LESTER ANDERSON - MILFORD, N.H." - DATED: NOVEMBER, 1972 - SCALE: 1"=50' - RECORDED: HCRD #7758
- "SUBDIVISION PLAN - LAND OF LESTER ANDERSON - MELENDY ROAD MILFORD N.H." - DATED: DECEMBER 1, 1980 - REVISED: MAY 6, 1981 - SCALE: 1"=50' - SURVEYED BY E.A LEACH - RECORDED: HCRD #14095.
- "MELENDY COUNTRY" - MILFORD, NEW HAMPSHIRE - PREPARED FOR - DONALD BOGGIS, REXFORD LINT, STEVEN - FRADES, STEVEN HORLITZ, SANDRA FRADES, - & LEON LEWANDOWSKI" - SCALE: 1"=100' - DATED: NOVEMBER 20, 1978 - RECORDED: HCRD #11943.
- "SUBDIVISION PLAN - LAND OF: - THE SHEILA M. WHITE - REV. TRUST OF 2022 - TAX MAP 52 LOT 93-1 - RUONALA ROAD - MILFORD, NEW HAMPSHIRE" - SCALE: 1"=60' - DATED: JANUARY 22, 2024 - REVISED: 04/01/24 - PREPARED BY THIS OFFICE - RECORDED: H.C.R.D. PLAN #42088.

TOWN OF MILFORD RECEIVED

DEC 10 2025

PB ZBA Office



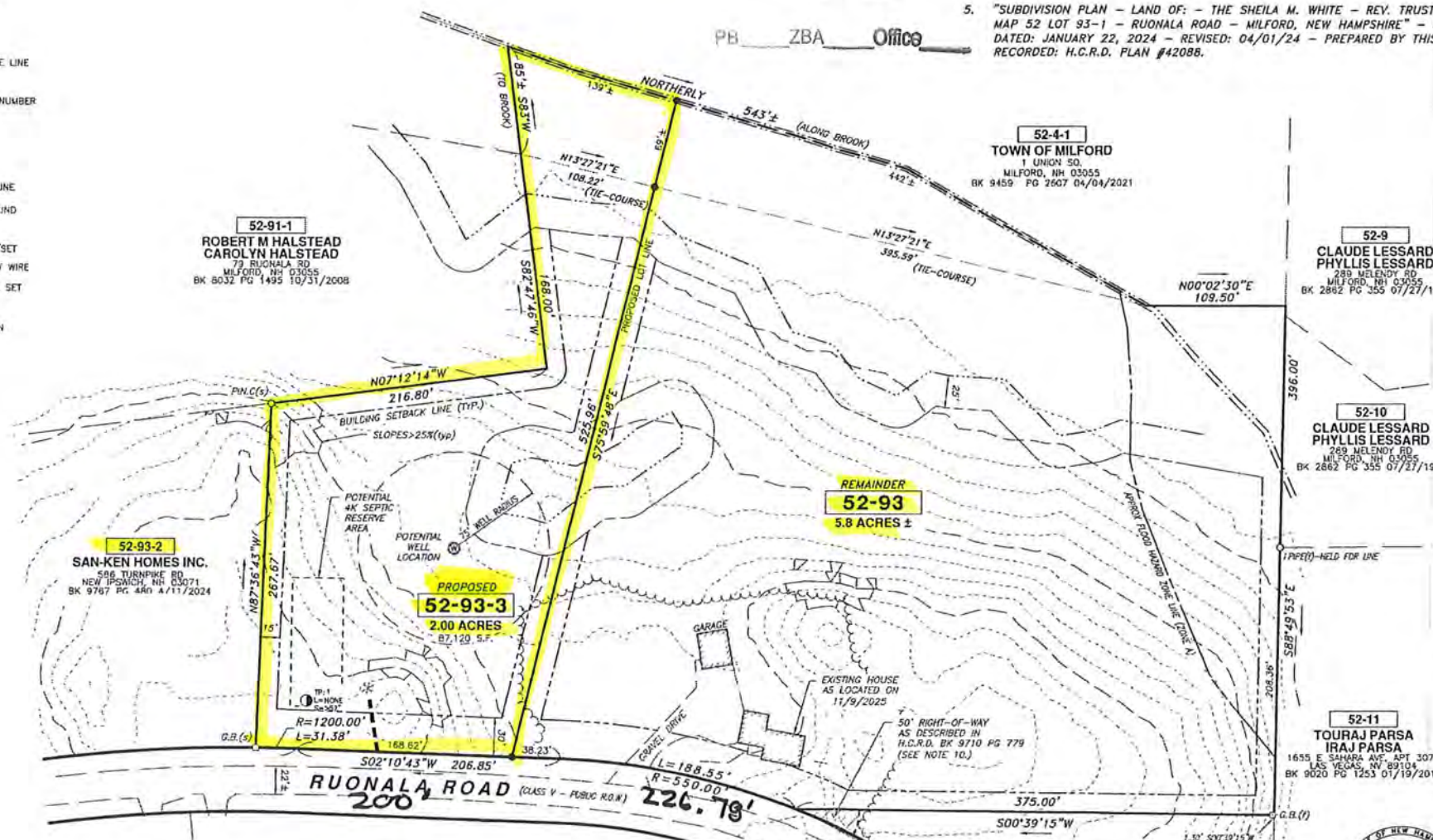
LOCUS MAP: SCALE: 1"=1,000'

NOTES:

- THE PURPOSE OF THIS PLAN IS TO DEPICT A TWO LOT RESIDENTIAL SUBDIVISION OF TAX MAP 52 LOT 93. LOTS WILL BE SERVICED BY ON-SITE SEWAGE DISPOSAL SYSTEMS AND PRIVATE WELLS.
- OWNER OF RECORD OF LOT 52-93 IS THE SHEILA M. WHITE REVOCABLE TRUST, C/O SHEILA M. WHITE 33 RUONALA RD, MILFORD NH, 03055. SEE H.C.R.D. BOOK 9706 PAGE 2791, DATED: 06/06/2023.
- PER THE ZONING MAP OF THE TOWN OF MILFORD, THIS LOT IS WITHIN THE RESIDENCE 'R' DISTRICT. MINIMUM LOT DIMENSION REQUIREMENTS INCLUDE A LOT SIZE OF 87,120 S.F. (2 ACRES), 200 FEET OF FRONTAGE, AND BUILDING SETBACK LINES OF 30 FEET FRONT, AND 15 FEET SIDE AND REAR.
- THE EXISTING AREA OF LOT 52-93 IS 7.8 ACRES ± (PRE-SUBDIVISION)
- WETLANDS ON LOT WERE DELINEATED IN ACCORDANCE WITH THE ARMY CORPS OF ENGINEERS WETLANDS DELINEATION MANUAL, TECHNICAL REPORT Y-87-1 AND THE NORTHEAST REGIONAL SUPPLEMENT, BY JASON C. BOLDUC C.W.S. OF THIS OFFICE IN OCTOBER, 2023 AND VERIFIED BY SPENCER C. TATE, C.W.S. OF THIS OFFICE IN OCTOBER, 2025.
- PER FEMA DFIRM MAP #33011C0470D, EFFECTIVE DATE 9/25/2009, THE PORTION OF LOT 52-93 SHOWN HEREON IS SUBJECT TO THE SPECIAL FLOOD HAZARD AREA.
- A PORTION OF THE SITE LIES WITHIN THE LEVEL 2 PROTECTION AREA OF THE GROUNDWATER PROTECTION OVERLAY DISTRICT AND IS SUBJECT TO GROUNDWATER PROTECTION OVERLAY DISTRICT REGULATIONS.
- HORIZONTAL ORIENTATION IS BASED UPON NEW HAMPSHIRE STATE PLANE COORDINATE SYSTEM AND VERTICAL DATUM IS BASED ON NAVD88 PER A GPS CORS SOLUTION DURING JULY, 2022.
- LOT 52-93 IS SUBJECT TO ALL EASEMENTS AND RIGHTS AS NOTED IN HCRD BOOK 9706 PAGE 2791 TO THE EXTENT THEY MAY STILL APPLY.
- LOT 52-93 HAS THE BENEFIT OF A RIGHT-OF-WAY EASEMENT OVER LOT 52-93-1, SHOWN HEREON AND RESERVED IN A DEED FROM THE SHEILA M. WHITE REVOCABLE TRUST OF 2022 TO SAN-KEN HOMES, INC., RECORDED AT H.C.R.D. BOOK 9710 PAGE 779, DATED 6/28/2023.
- NO UNDERGROUND UTILITY INVESTIGATION WAS PERFORMED BY THIS OFFICE AT THIS TIME.
- THE BOUNDARY INFORMATION SHOWN AND OBSERVABLE SITE FEATURES ARE BASED ON AN ACTUAL FIELD SURVEY PERFORMED BY THIS OFFICE DURING THE MONTHS OF NOVEMBER 2023, AND JANUARY, 2024, SUPPLEMENTED WITH THE INFORMATION DEPICTED ON THE REFERENCE PLANS NOTED HEREON.
- CONTOURS DEPICTED WERE DERIVED FROM LIDAR POINT CLOUD DATA (CONNECTICUT RIVER WATERSHED CLASSIFIED LAS - PUBLISHED IN 2015). LIDAR DATA WAS ACQUIRED FROM THE NH GRANIT GIS CLEARINGHOUSE. VERTICAL DATUM IS REPORTED TO BE NAVD88 GEOID 12B.
- ALL PROPOSED LOT CORNER MONUMENTS, AS SHOWN, SHALL BE SET PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY FOR ALL PROPOSED LOTS.
- NEW HAMPSHIRE DES SUBDIVISION APPROVAL IS PENDING AT THIS TIME.

LEGEND:

- RIGHT-OF-WAY SIDELINE
- PROPERTY LINE
- ABUTTING LOT LINE
- BUILDING SETBACK LINE
- EDGE OF PAVEMENT
- EDGE OF GRAVEL
- EXISTING OH ELECTRIC LINE
- EDGE OF WETLANDS
- 25' WETLAND BUFFER LINE
- APPROX FLOOD HAZARD ZONE LINE
- EXISTING BROOK
- 52-93 EXISTING TAX MAP AND LOT NUMBER
- EXISTING BUILDING
- EXISTING TREE LINE
- EXISTING FENCE LINE
- EXISTING SPLIT RAIL FENCE LINE
- EXISTING GRANITE BOUND FOUND
- EXISTING IRON PIPE FOUND
- EXISTING PIN & CAP FOUND/SET
- EXISTING UTILITY POLE & GUY WIRE
- PROPOSED MONUMENT TO BE SET
- PROPOSED LOT LINE
- POTENTIAL DRIVEWAY LOCATION



52-91-1  
ROBERT M HALSTEAD  
CAROLYN HALSTEAD  
73 RUONALA RD  
MILFORD, NH 03055  
BK 8032 PG 1495 10/31/2008

52-93-2  
SAN-KEN HOMES INC.  
686 TURNPIKE RD  
NEW IPSWICH, NH 03071  
BK 9767 PG 480 4/11/2024

52-18-3  
AARON KRYCKI  
CORRINE A KRYCKI  
44 RUONALA RD  
MILFORD, NH 03055

52-18-4  
JOSE L. SANCHEZ  
PING YANG SANCHEZ  
28 RUONALA RD  
MILFORD, NH 03055

52-93-1  
JOHN J. CARR  
& MARGARET CARR  
21 RUONALA RD  
MILFORD, NH 03055  
BK 9787 PG 1121 7/16/2024

52-9  
CLAUDE LESSARD  
PHYLLIS LESSARD  
289 MELENDY RD  
MILFORD, NH 03055  
BK 2862 PG 355 07/27/1981

52-10  
CLAUDE LESSARD  
PHYLLIS LESSARD  
289 MELENDY RD  
MILFORD, NH 03055  
BK 2862 PG 355 07/27/1981

52-11  
TOURAJ PARSA  
IRA J PARSA  
1655 E SAHARA AVE, APT 3070  
LAS VEGAS, NV 89114  
BK 9020 PG 1253 07/19/2017



APPROVED

MILFORD, NH PLANNING BOARD  
SUB DIVISION #:  
DATE APPROVED:  
SIGNED:

CERTIFICATION:

"I HEREBY CERTIFY THAT PROPOSED LOT 52-93-3 SHOWN HEREON IS THE RESULT OF AN ON-SITE INSTRUMENT SURVEY PERFORMED BY THIS OFFICE DURING THE MONTH OF NOVEMBER 2023 AND JANUARY 2024, WHICH MEETS THE URBAN CLASSIFICATION PRECISION OF ONE PART IN TEN THOUSAND (1:10,000).

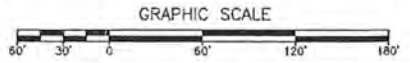


SUBDIVISION PLAN  
LAND OF:  
**THE SHEILA M. WHITE  
REV. TRUST OF 2022**  
TAX MAP 52 LOT 93  
RUONALA ROAD  
MILFORD, NEW HAMPSHIRE

SCALE: 1" = 60' DECEMBER 10, 2025



**MERIDIAN**  
LAND SERVICES, INC.  
ENGINEERING | SURVEYING | PERMITTING  
SOIL & WETLAND MAPPING | SEPTIC DESIGN  
31 OLD NASHUA ROAD, AMHERST, NH 03031 TEL. 603-673-1441  
MERIDIANLANDSERVICES.COM FAX 603-673-1584



REV.	DATE	DESCRIPTION	C/O	DR	CK
D					
C					
B					
A					



Printed: 12/10/2025 10:49 AM By: KJM  
H:\MS\02326\04\0\_Drawings\SURV\Z326D04-003.dwg