

# TOWN OF MILFORD, NH OFFICEOFCOMMUNITYDEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

### STAFF MEMORANDUM

**Date:** May 13, 2024

To: Planning Board

From: Terrence Dolan, Town Planner

Subject: Case #SD2024-05: Application for Lot Line Adjustment for the common side lot line between two

Lots to contribute a total of 2.61-acres from Lot #43-3 (Charles Setaro, Revocable Trust) to the

adjoining southern Lot #43-3-2 (Robert and Donna Setaro)

### **BACKGROUND/PROPOSAL:**

The Applicants, Lot #43-3 (Charles Setaro, Revocable Trust), located at 206 Union Street & its southernly, adjoining Lot #43-3-2 (Robert and Donna Setaro) located at 216 Union Street, have co-filed a Lot Line Adjustment Application for the purpose of contributing two separate tracts from Lot #43-3 (i.e. **Parcel "A"** @ .37 acre & **Parcel "B"** @ 2.24 acres-see attached graphic) to be provided to the adjoining Lot (Tax Map 43, Lot 3-2), owned Robert and Donna Setaro.

The total contribution equals 2.61 acres. Both of the adjoining properties are located within the Residence "A" Zoning District.

The proposed Lot Line Adjustment shall result in enlarging Map 43 Lot 3-2 from 2.103 acres to a newly revised total of 4.714 acres, while Map 43-3 shall be reduced from its existing 8.89 acres, to a revised lot total of 6.29 acres.

With this Lot Line Adjustment proposal, the existing Union Street road frontage (for both Lots) remains unchanged.

### **APPLICATION STATUS:**

This new application is deemed complete for the purpose of the current Lot Line Adjustment review.

### **NOTICES:**

Notices were sent to all property abutters on May 10, 2024.

#### **EXISTING USE/CONDITIONS:**

The acreage contribution from Map 43 Lot 3 shall provide additional acreage (2.61 acres) to Map 43 Lot 3-2, with no adverse impacts to either Lot. Both Lots shall remain consistent with the Milford Zoning Ordinance Residence "A" Lot Road Frontage & Lot Yard Size criteria.

#### **DEPARTMENTAL REVIEWS:**

None warranted

### **STAFF RECOMMENDATIONS:**

Staff supports the Applicants' request to approve the requested Lot Line Adjustment.



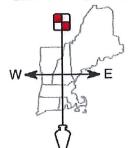
7	OWN OF I	MILFORD IVED
	APR 2	2 2024
PB_	ZBA	Office

# APPLICATION FOR SUBDIVISION APPROVAL

CONTACT INFO	RMATION	1		CK	Ne6 A 33968
Property Owners(s):		Charles A. Setaro 206 Union St. Milford, NH 03055	Robert Peter & Donna I. Setard 216 Union St. Milford, NH 03055	0	A 3326
Applicant: (if different from above	Email Add	Number: 603-673-2389  Iress: pdorates@comcas  Fieldstone Land Consult 206 Elm St.  Milford, NH 03055	- Committee of the Comm		
Engineer/ Surveyor/ Architect:	Email Ad	e Number: 603-672-5456 dress: mdploof@fieldston Fieldstone Land Consult 206 Elm St. Milford, NH 03055			-
	Email Ac	e Number: 603-672-5456 Idress: mdploof@fieldston Contact Person: Mike Plo	elandconsultants.com		
Lot Line Adj Condominium Minor Subdiv Major Subdiv Design F	nformal meet ustment – Ex m Conversion vision - Creat vision – Crea	ing with Planning Board.  Achange or transfer of land better  In — Conversion of multi unit faction of no more than two (2) not tion of three (3) or more new less than two the land to the land two the land to t	ew lots from existing lot. ots from existing lot(s).	created.	

LOCATION: Tax Map Number 43 Lot(s) 3 & 3-2 ZONING	G DISTRICT: Residence A
ROAD FRONTAGE ON: 43 Lot(s) 3 & 3-2 ZONING TOTAL	SITE AREA: 8.9+/- acres and 2.103 acres
A 0.07 sere percel (Dercel A) and	a 2.24 acre parcel (Parcel B) will be subtracted
BRIEF DESCRIPTION OF I ROJECT.	
from existing tax map lot 43-3 and adding Parcel-A & B to existing tax map 43-3	3-2. Frontage for both parcels will be unchanged. Tropose
lot 43-3 will have 6.3 acres; proposed lot 43-3-2 will have 4.714 acres.	
NAME OF EXISTING OR PROPOSED SUBDIVISION: N/A	
	-
INSTRUCTIONS FOR SUBMITTING A COMPLETE APPLICATION	N (Please read carefully)
For an application to be scheduled on the next available Planning Board agenda, the fo Department of Planning & Community Development by close of business on the offici	ollowing items MUST be submitted to the ially posted submittal date:
1. Completed and signed SUBDIVISION APPLICATION FORM and The application will not be placed on the Planning Board agenda unless all requi	I ABUTTERS LIST.
sign the application form.	il i
Three (3) large and one (1) 11" x 17" prints of the subdivision plan At least one (1) plan <u>MUST</u> be signed by the owner. All applicable information	as described on the attached SUBDI VISION
CHECKLIST <u>MUST</u> be shown on the plans. Owner's signature must be on at least one and application. DO NOT submit any mylars until the Planning Board grants application.	east one (1) plan, indicating his/her knowledge of the plan
Y 2 Application for and Abutter Mailing Fees	18
Check with the Department of Planning & Community Development prior to det Checks are to be made payable to the Town of Milford once the fee is calculated	termining the application fee and abutter-mailing fee.
Checks are to be made payable to the Town of Millord office the fee is calculated	
AUTHORIZED SIGNATURES	
and the state of t	is correctly completed with all required attachments and
I requirements in accordance with the Subdivision Regulations for the LOWN Of M	Allford. I/We also authorized members of the Millord
Planning Board and its agents to access the property described on this application	on for on-site review of the proposed subdivision.
SEE LOA 4/22/24	Agent
Name (please print) and Title Date	
IF APPLICABLE:	· ·
Owner(a) authorization for Applicant or Agent to represent the application:	
Owner(s) authorization for Applicant or Agent to represent the application:  The applicant or agent, as stated hereon, has authorization from the property ow	vner to submit this subdivision application and represent
Owner(a) authorization for Applicant or Agent to represent the application:	SS.
Owner(s) authorization for Applicant or Agent to represent the application:  The applicant or agent, as stated hereon, has authorization from the property ow the property owner on matters relative to the Town subdivision approval proces  EE LOA 4/02/24	over to submit this subdivision application and represent is.  Agent
Owner(s) authorization for Applicant or Agent to represent the application:  The applicant or agent, as stated hereon, has authorization from the property ow the property owner on matters relative to the Town subdivision approyal proces  Owner's Signature  Date	SS.
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# LETTER OF TRANSMITTAL



# FIELDSTONE

SurveyIng ◆ Engineering
Land Planning ◆ Septic Designs

TOWN OF MILFORD RECEIVED

APR 22 2024

### AND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456 www.FieldstoneLandConsultants.com

To: Town of Milford

1 Union Square Milford, NH 03055

Attn: Terrance Dolan, Town Planner

Date: April 22, 2024

Re: Charles A. Setaro, Trustee & Robert Peter & Donna L. Setaro

Tax Map Parcel 43-3 & 43-3-2 - (206 & 216 Union Street) - Lot Line Adjustment

WE ARE SENDING YOU ■ Attached □ Under separate cover via \_\_\_\_\_ the following items:

- ☐ Shop drawings Prints
  - Plans
- Samples
- Specifications

□ Copy of letter □ Change order

COPIES	DATE	NO.	DESCRIPTION
1			Application for Lot Line Adjustment, Checklist and a Check #166 for fees \$339.80
1			Letters of Authorization
1			Abutter List & Labels
2			22"x34" Full-size Plan (3) and 11"x17" Half-Size Plan (1)
ა			22 XO4 Tull-Size Fran (o) and FF XTF Fran Cize Fran (v)

## THESE ARE TRANSMITTED as checked below:

- For approval
- Approved as submitted
- Resubmit \_\_\_\_ copies for approval

- For your use
- Approved as noted
- ☐ Submit \_\_\_\_ copies for distribution

- ☐ As requested,
- ☐ Returned for corrections
- Return \_\_\_\_ corrected copies

- For review and comment

FOR BIDS DUE:

□ PRINTS RETURNED AFTER LOAN TO US

#### **REMARKS:**

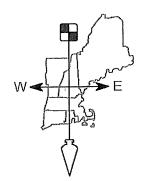
Hi Terrance,

Enclosed are the above listed items for the Planning Boards consideration at its May 21, 2024 meeting. Please contact me should you have any questions.

Thank you,

Michael D. Ploof, Project Manager

Project No. 3773.00



# FIELDSTONE

Surveying + Engineering
Land Planning + Septic Designs

### LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456 www.FieldstoneLandConsultants.com

April 9, 2024

TOWN OF MILFORD RECEIVED

APR 2 2 2024

PB ZBA Office

Town of Milford Planning Board Camille Pattison, Community Development Director 1 Union Square Milford, NH 03055 Office: (603) 249-0620

RE:

Tax Map 43, Lot 3-2

Boundary Line Adjustment Application

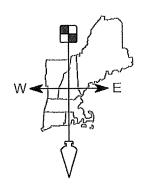
To Whom It May Concern:

The undersigned being the owner of the above referenced lot hereby authorizes Fieldstone Land Consultants, PLLC to act as their agent in filing and seeking necessary approvals from the Town of Milford.

Very truly yours,

Signature:

Print: Robert Setaro Date 4-19-24



# FIELDSTONE

Surveying  $\Phi$  Engineering Land Planning  $\Phi$  Septic Designs

### LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456 www.FieldstoneLandConsultants.com

April 9, 2024

Town of Milford Planning Board Camille Pattison, Community Development Director 1 Union Square Milford, NH 03055 Office: (603) 249-0620

TOWN OF MILFORD RECEIVED

APR 22 2024

B \_\_\_ZBA\_\_\_Office\_

RE: Tax Map 43, Lot 3

Boundary Line Adjustment Application

To Whom It May Concern:

The undersigned being the owner of the above referenced lot hereby authorizes Fieldstone Land Consultants, PLLC to act as their agent in filing and seeking necessary approvals from the Town of Milford.

Very truly yours,

Signature: <u>Suzanne Mallozzi</u> Date 4-19-24



# TOWN OF MILFORD, NH Application Checklist

# **MINOR SUBDIVISION**

Minor Subdivision: An application for subdivision which creates three or fewer new building lots and which does not require the installation of any new roads (public or private) or the extension of municipal owned utilities (sewer and water).

Lot Lint Adjustment: An application to adjust the lot lines of two or more parcels where no new lots are created.

For any boxes under "Required" checked "No" please submit written justification if the reasons are not apparent. This checklist is for administrative efficiency. It does not take the place of the comprehensive requirements of the Development Regulations, nor does it preclude the Board from requesting additional information if deemed necessary for making an informed decision.

Waiver Requests: Provide written justification for any waiver requests, citing the appropriate section number of the regulations. Waiver Forms are available at the Community Development Office or online at: <a href="http://www.milford.nh.gov">http://www.milford.nh.gov</a>.

If you have any questions please contact the Community Development office at (603) 249-0620.

Name of Application	Setaro Lot Line Adjustment - 206 & 216 Union Street
Map(s)	Lot(s) 3 & 3-2

Required				Subm	itted	Waived
YES	NO		General Submission Requirements	YES	NO	
		1.	Complete, signed Application	X		
		2.	Four (4) large 22" x34" copies and one (1) reduced 11" x 17" copy	X		
			Plan Information			
		A.	Name, address & signature of applicant	X		
	*	B.	Name, address & signature of owner (if different from applicant)	Х		
		C.	Name & address of person/firm preparing plan	X		
		D.	Names & address of all abutters	X		
		E.	North arrow	<u> </u>		
		F.	Scale	X		
		G.	Date Prepared	X		

Required				Submitted		Waived
YES	NO		General Submission Requirements	YES	NO	
		H.	Locus map	Х		
		I.	Property boundary lines with distances and angles to scale			
		J.	Areas of proposed lots in square feet and acres			
		K.	Delineation of all wetlands and wetlands buffers			
		L.	Delineation of slopes over twenty-five (25%) percent			
		M.	Location of buildings within 50 ft	Х		
		N.	Location of all roads or driveways within 200 ft	X		
		O.	Existing access roads, recreational trails and boundaries (such as stone walls, barbed wire, etc.)	X		
		P.	Existing & proposed buildings & driveways	<u> </u>		
		Q.	Current zoning and location of district boundaries if located in two or more zones	Х	3	
		R.	Building setback lines	Х		
		S.	Flow of traffic			
		T.	All existing utilities (i.e. sewer, water, electric & gas)	X		
		U.	Note defining the Purpose of the plan	X		
		V.	Brief history of the property (i.e. previous disturbances)	X		
		W.	General description of existing characteristics such as: developed, productive farmland, meadow, forest, viewshed, archeological site, areas contiguous with other open space and wildlife corridors.	X		
		X.	Brief description of drainage upstream onto property and discharge downstream from property			
		Υ	Note detailing Flood Hazard information	X		
		Z.	Note detailing Groundwater Protection District information	X		
		AA.	Note referencing and delineations on the plan of all easements, rights-of-way and deeded property restrictions.	X		
		BB.	Deleted (Note pertaining to GMO)			
		CC.	State of NH Site Specific permit numbers, if required		N/A	١
		DD.		X		
		EE.	Planning Board approval block with space for Chairman's signature and date, Approval number and Approval date	Х		
	<del>                                     </del>	FF.	The seal of a NH Licensed Land Surveyor	X		
	-	GG.	Note detailing any approved waivers			
	+	HH.	The seal of a NH Licensed Civil Engineer, as necessary			
	1	II.	The seal of a NH Licensed Soil Scientist, as necessary			
		]].	The seal of a NH Licensed Wetlands Scientist, as necessary	X		

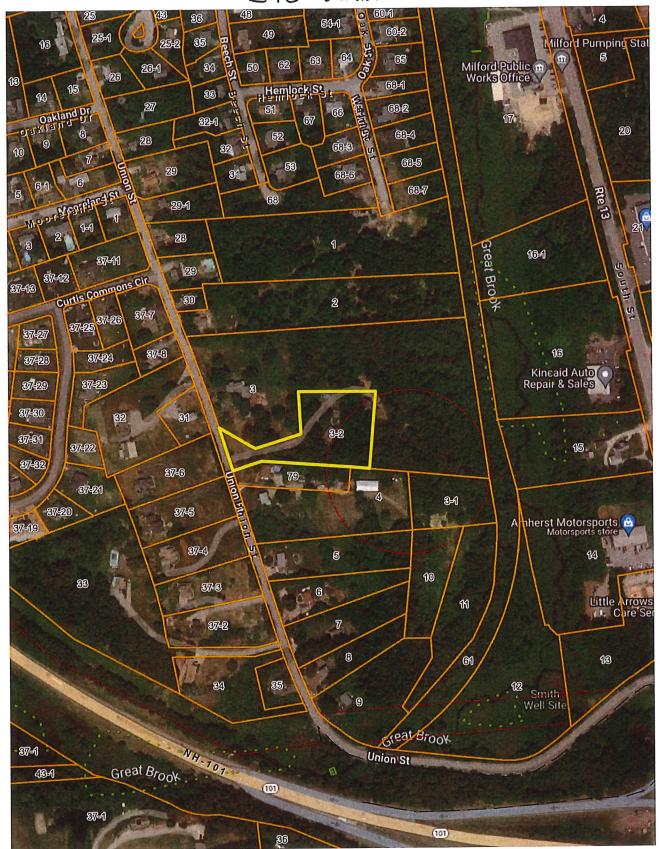
	Other Information (as necessary)		
1.	Stormwater Management and Erosion Control Plan and a permit if > 5000 SF of land disturbance (see Stormwater Management and Erosion Control Regulation)	N/A	
2.	Alteration of Terrain Permit from NH DES	N/A	
3.	State Subdivision approval from NH DES	N/A	
4.	NH Wetlands Bureau and/or Milford Zoning Board of Adjustment for the relocation, filling, or dredging of wetlands or wetlands buffers	N/A	
5.	NH Water Supply and Pollution Control Commission for septic systems	N/A	AMM
6.	All new deeds, easements, covenants and rights-of-way on property		
7.	NH DOT or Milford DPW Driveway Permit	N/A	
8.	NH DES Shoreland Protection Permit	N/A	
9.	Any other State/Federal Permits	N/A	

Signature of person preparing the Minor Subdivision Application Che	cklist:
Name/Title:	Date:

# May 43-3 206 Union St.



Map 43-3-2 216 Union St.



Date 4/22/24 FLC#3773.00 / CDF

Easy Peel® Address Labels Bend along line to expose Pop-up Edge

List of Abutters Tax Map 43 Lot Numbers 3 & 3-2 Milford, New Hampshire

Map 43 Lot 3 Charles A. Setaro, Trustee 206 Union St. Milford, NH 03055-4436

Map 43 Lot 3-2 Robert Peter & Donna L. Setaro 216 Union St. Milford, NH 03055-4436

Map 34 Lot 61 Town of Milford 1 Union Sq. Milford, NH 03055-4230

Map 43 Lot 3-1, 4 David I. Taylor 224 Union St. Milford, NH 03055-4436

Map 43 Lot 2 Danile & Alyssa Catharine 200 Union St. Milford, NH 03055

Map 42 Lot 79 Michael J. Taylor 218 Union St. Milford, NH 03055-4436

Map 42 Lot 37-5 Devon A. Hodgkins Lujing Zang 215 Union St. Milford, NH 03055

Map 42 Lot 37-6 Frank J. & Loretta M. LeFave 211 Union St. Milford, NH 03055-4433

Map 42 Lot 31 Albert G. Williams, Jr. 205 Union St. Milford, NH 03055-4433 Map 43 Lot 3 Charles A. Setaro, Trustee 206 Union St. Milford, NH 03055-4436

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Map 42 Lot 37-8 Rena M. Romero & Daniel Hartigan, Trustees 195 Union St. Milford, NH 03055

Map 42 Lot 37-7 Gregory A. & Michelle L. White White Family Rev. Trust 191 Union Street Milford, NH 03055

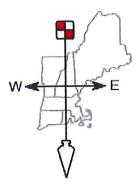
Engineer: Fieldstone Land Consultants, PLLC 206 Elm Street Milford, NH 03055

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Engineer: Fieldstone Land Consultants, PLLC 206 Elm Street Milford, NH 03055



# FIELDSTONE

Surveying Engineering

Land Planning Septic Designs

206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456 www.FieldstoneLandConsultants.com

Date: April 22, 2024 FLC#3773.00 / CDF List of Abutters Tax Map 43 Lot Numbers 3 & 3-2 Milford, New Hampshire

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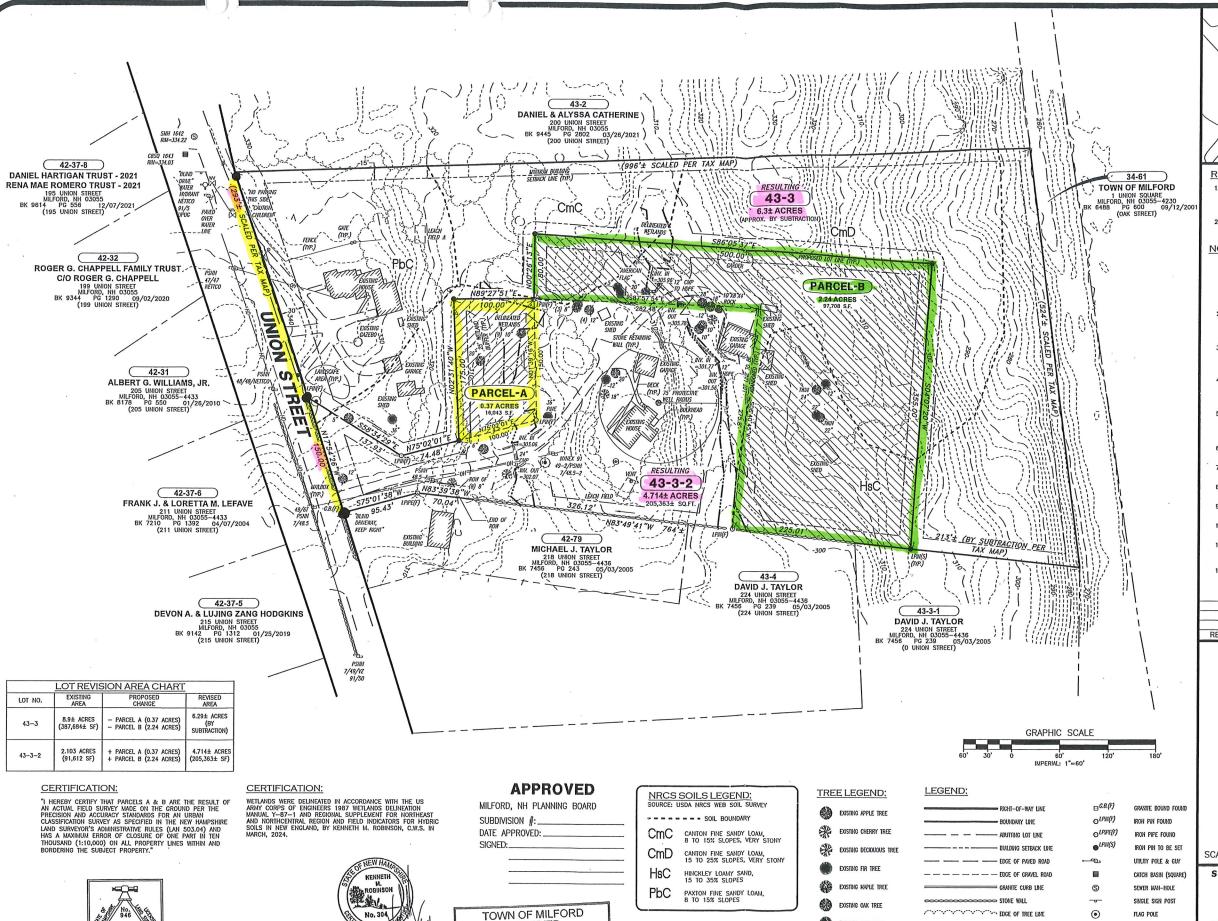
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Creldoton Land Consultant

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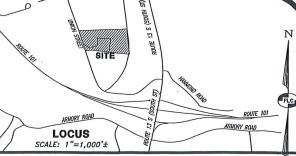
Engineer: Fieldstone Land Consultants, PLLC 206 Elm Street Milford, NH 03055



APR 22 2024

EXISTING PINE TREE

EXISTING SPRUCE TREE



#### REFERENCE PLANS:

- "SUBDIVISION PLAN OF LAND ROY A. & GERTRUDE S. TAYLOR MILFORD, N.H.", SCALE: 1"=50", DATED: JULY 25, 1988 & REVISED THROUGH AUGUST 16, 1988, PREPARED BY: MONADNOCK SURVEY, INC., RECORDED AS PLAN NO. 22556 AT THE H.C.R.D.
- "SUBDIVISION PLAN OF LAND JOAN F. SETARO MILFORD, NEW HAMPSHIRE", SCALE: 1"=50", DATED: JANUARY 11, 1997 , PREPARED BY: MONADNOCK SURVEY, INC., RECORDED AS PLAN NO. 28551 AT THE H.C.R.D.

#### NOTES:

- 1. THE OWNER OF RECORD FOR TAX MAP 43 LOT 3 IS CHARLES A SETARO, TRUSTEE OF THE CHARLES A. SETARO REVOCABLE TRUST 206 UNION STREET, MILFORD, NH 03055-4436. THE DEED OF REFERENCE FOR LOT 3 IS BK.7420 PG.2562 DATED MARCH 2, 2005. THE OWNERS OF RECORD FOR TAX MAP 43 LOT 3-2 IS ROBERT PETER & DOINHA L. SETARO 216 UNION STREET, MILFORD, NH 03055-4436. THE DEED OF REFERENCE FOR LOT 3-2 IS BK.5811 PG. 227 DATED APRIL 17, 1997. BOTH DEEDS ARE RECORDED IN THE HILLSBOROUGH COUNTY REGISTRY OF DEEDS.
- 2. THE PURPOSE OF THIS PLAN IS TO DEPICT A LOT LINE REVISION BETWEEN TAX MAP LOTS 43—3 & 43—3—2 BY SUBTRACTING PARCELS A & B FROM EXISTING TAX MAP LOT 43—3 AND ADDING PARCELS A & B TO EXISTING TAX MAP LOT 43—3—2 (SEE LOT REVISION CHART AT LEFT).
- THE BOUNDARY INFORMATION SHOWN IS BASED ON THE REFERENCE PLANS CITED HEREON TOGETHER WITH A FIELD SURVEY PERFORMED BY THIS OFFICE IN MARCH 2024. THE HORIZONTAL ORIENTATION IS NADB3 AND THE VERTICAL DATUM IS NAVDB8 GPS CORS SOLUTION.
- 4. THE AREA OF EXISTING LOT 43-3 IS 8.9± ACRES WITH 293± FT. OF FRONTAGE ALONG UNION STREET PER TAX MAP. THE AREA OF EXISTING LOT 43-3-2 IS 2.103± ACRES OR 91,612± SO.FT. WITH 150± FT. OF FRONTAGE ALONG UNION STREET PER REFERENCE PLAN #28551. SEE LOT REVISION AREA CHART LEFT FOR PROPOSED LOT CHANGES
- ZONING FOR BOTH LOTS IS THE RESIDENCE—A ZONING DISTRICT (A), LOTS NOT SERVICED BY BOTH MUNICIPAL SEWERAGE AND WATER SYSTEMS REQUIRE A MINIMUM LOT SIZE OF 40,000 SQ.FT. AND 150' OF FRONTAGE. MINIMUM BUILDING SETBACKS INCLUDE 30' FRONT AND 15' SIDE & REAR.
- THE WETLAND CONSERVATION DISTRICT REQUIRES A 25' BUFFER SETBACK FROM DELINEATED WETLANDS.

- THE PARCEL UES OUTSIDE OF THE 100—YEAR FLOOD HAZARD AREA PER FEMA F.I.R.M. PANEL 33011C0459D DATED SEPTEMBER 25, 2009.
- 10. BOTH PARCELS ARE PARTIALLY LOCATED IN THE GROUNDWATER PROTECTION OVERLAY DISTRICT PER MILFORD GIS.
- 11. BOTH LOTS ARE CURRENTLY SERVICED BY INDIVIDUAL SEPTIC SYSTEMS, LOT 43-3 IS CURRENTLY SERVICED BY MUNICIPAL WATER WHILE LOT 43-3-2 IS CURRENTLY SERVICED BY AN INDIVIDUAL WELL.
- 12. TO THE BEST OF MY KNOWLEDGE AND RESEARCH, THERE ARE NO KNOWN EASEMENTS ON THE PROPERTIES.

REV.	DATE	DESCRIPTION C/O	DR	CK		

LOT LINE ADJUSTMENT PLAN TAX MAP 43 LOTS 3 & 3-2 (206 & 216 UNION STREET)

LAND OF

## ROBERT PETER & DONNA L. **SETARO**

MILFORD, NEW HAMPSHIRE

216 UNION STREET, MILFORD, NH 03055-4436 (43-3-2) AND LAND OF

# THE CHARLES A. SETARO REVOCABLE TRUST

206 UNION STREET, MILFORD, NH 03055-4436 (43-3)

APRIL 11, 2024

Surveying  $\Phi$  Engineering  $\Phi$  Land Planning  $\Phi$  Permitting  $\Phi$  Septic Designs



43-3

- WETLANDS BUFFER LINE

- OVERHEAD UTILITY LINE

TAX MAP & LOT NUMBER

FIELDSTONE LAND CONSULTANTS, PLLC

206 Elm Street, Milford, NH 03055 Phone: (603) 672-5456 Fax: (603) 413-5456 www.FieldstoneLandConsultants.com

FILE: 3773LR00.dwg PROJ. NO. 3773.00 SHEET: LR-1 PAGE NO. 1 OF 1