



TOWN OF MILFORD, NH  
OFFICE OF COMMUNITY DEVELOPMENT

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## **STAFF MEMORANDUM**

**Date:** June 16, 2023 -**Update: August 11, 2023**  
**To:** Town of Milford Planning Board  
**FROM:** Terrence Dolan, Community Development Director/Town Planner  
**RE:** **Application for Major Sub-Division Approval for “The Q at Milford” Rental Apartments (SD #2023-01), to be known as Tax Map 43, Lot 69-2 (To be subdivided off of Tax Map 43, Lot 69, located at “0” Ponemah Hill Road)**

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**APPLICANT:** TM Bolduc Holdings, LLC  
**OWNER OF RECORD:** Salt Creek Properties, LLC  
**ENGINEERING FIRM:** Keach-Nordstrom Associates, Inc.

### **APPLICATION DESCRIPTION:**

A 56.29-acre parcel (existing Tax Map 43/Lot 69) is proposed to be subdivided to create two lots: **Map 43/69** will become 12.807 acres in size, and the new lot (**Map 43/Lot 69-2**) will be 43.355 acres in size.

The purpose of this subdivision is to create a parcel (new Lot 69-2) that is intended for the development of a proposed 216-unit multi-family rental apartment development (to be known as “The Q at Milford”). Please see the attached Subdivision Plan Sheet, provided by the engineer, denoting the proposed lot delineation.

Two zoning districts overlay areas are represented in the new lot 69-2: Limited Commercial-Business (LCB) & Commercial (C).

Multi-family residential is an “Acceptable Use” by right in these Districts, at a density of five (5) dwelling units/acre if served by municipal water and sewerage systems. At 5 units per acre, 216 units can be permitted.

Although a subdivision of two lots from one existing is customarily considered a “minor” subdivision, the current land use proposal is considered a “Major” Subdivision by definition in the Milford Zoning Ordinance, as it is intended to provide municipally-owned utility extensions.

### **APPLICATION STATUS:**

The subdivision is before the Planning Board for application acceptance, and to initiate its review for Subdivision Approval. The Community Development Department feels the application is complete and can be accepted to move forward in its consideration, for review and approval process and for public hearing (or hearings) be conducted.

The Planning Board should make a determination of potential regional impact. The latest plan set (being presented to the Planning Board at this time) is dated last revised April 24, 2023.

### **INTERDEPARTMENTAL REVIEWS:**

The Planning Board received initial rounds of comments (February 24 and March 6-9, 2023) from Town staff and commissions at its meeting with the applicant for Conceptual Design Review discussion on March 21, 2023.

Included in that packet (were) the responses from Keach-Nordstrom relative to these comments, dated June 9, 2023.

Notable additional Staff Comments were received June 14, 2023 (from Town Engineer Nicole Crawford), and on June 15<sup>th</sup>:

- DPW (Original) Comments-March 6th from Director Leo Lessard,
- Water Utilities Director Jim Pouliot
- Fire Department Deputy Chief Riley J. Stanchina
- Ambulance Services Director Eric Schelberg; and
- Heritage Commission Chairman-David Palance, March 9th).

(**Note:** Most Department Comments are focused on the concurrent Major Site Plan application).

### **COMMUNITY DEVELOPMENT DEPARTMENT RECOMMENDATIONS:**

The subdivision of Map 43/Lot 69 into two parcels is proposed to accommodate a proposed 216-unit multi-family development. As stated, a Major Site Plan (i.e. Companion) Application for that development has been submitted concurrently with this Subdivision Application.

This proposed subdivision in and of itself appears to generally meet the Town's requirements, pending final staff and Planning Board review. However, staff believes that only after the Major Site Plan is considered by the Board, will it become clear whether there may potentially be any subdivision configuration revisions, etc. required, which may (potentially) produce additional conditions of approval for the Major Site Plan, (i.e. final notes or amendments to the "Plan", for example, but not limited to, Utility Easement locations).

Staff would therefore recommend that any *Approval, Conditional Approval or Denial* of the Subdivision Application be based on the ultimate decisions of the Planning Board relative to the proposed multi-family development (site plan) review and its conditions of approval, as those conditions may affect the subdivision configuration.

Consequently, the Planning Board may wish to table action on this Subdivision Application until such time as the (multi-family) Major Site Plan Approval is (at a minimum) found to be "imminent". In other words, if the Major Site Plan is not approved, there would be no need to create this specific Subdivision.

Accordingly, Staff still recommends the Planning Board briefly table this application's consideration at this time, until a Board Decision is first rendered for its companion Major Site Plan.

**Note:** Minor Sub-Division Plan Sheet editing **is still required** to correct the acreage figures for both proposed lots, and to more clearly delineate the sub-division boundaries.