



TOWN OF MILFORD, NEW HAMPSHIRE  
OFFICE OF COMMUNITY DEVELOPMENT

1 UNION SQUARE, MILFORD, NH 03055

TEL: (603)249-0620

WEB: WWW.MILFORD.NH.GOV

**STAFF MEMO**

**Date:** August 11, 2021  
**To:** Town of Milford Planning Board  
**From:** Jason Cleghorn, Town Planner  
**Subject:** **SD2021-08 Desjardins/Newberry and San-Ken Homes(owners/applicant), Tax Map 53, Lots 31 and 32.** Public Hearing for a lot line adjustment to two Residence “R” zoned lots.

**BACKGROUND:**

The applicant is before the Planning Board seeking approval of a lot line adjustment to Tax Map 53 Lots 31 and 32. One of the lots are larger than what the Zoning Ordinance requires in Residence R and one of the lots has the mandatory frontage and the other lot (31) received a variance from the Zoning Board of Adjustment for the lack of frontage on November 5, 2020.

**ADDRESS:**

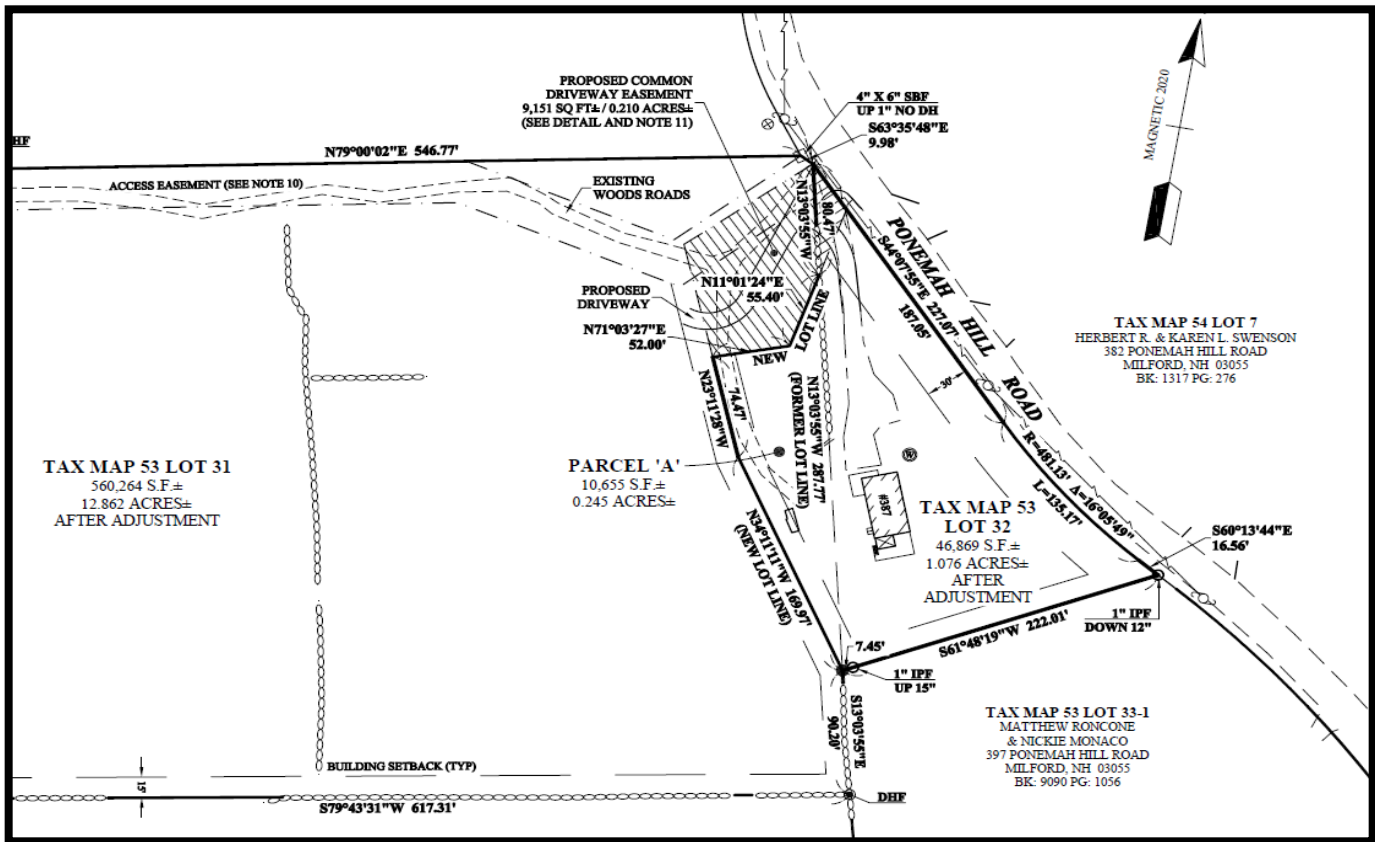
387 Ponemah Hill Rd.

**EXISTING USE:**

The rear lot (31) is currently vacant but has plans to construct a single family residence on it. The other lot (32) currently has a single family residence on it. The lots will share a driveway and that driveway has been permitted by the Department of Public Works.

**LOT AREA:**

Lot	Old Size	New Size	Minimum Lot size
53-31	<b>13.107 ac</b>	<b>12.862 ac</b>	2 ac SF or 4 ac MF
59-4-2	<b>.831 ac</b>	<b>1.076 ac</b>	2 ac SF or 4 ac MF



**APPLICATION STATUS:**

The application is complete and ready to be accepted.

**NOTICES:**

Notices were sent to all property abutters on August 5, 2021. No input has been received by town staff from abutters.

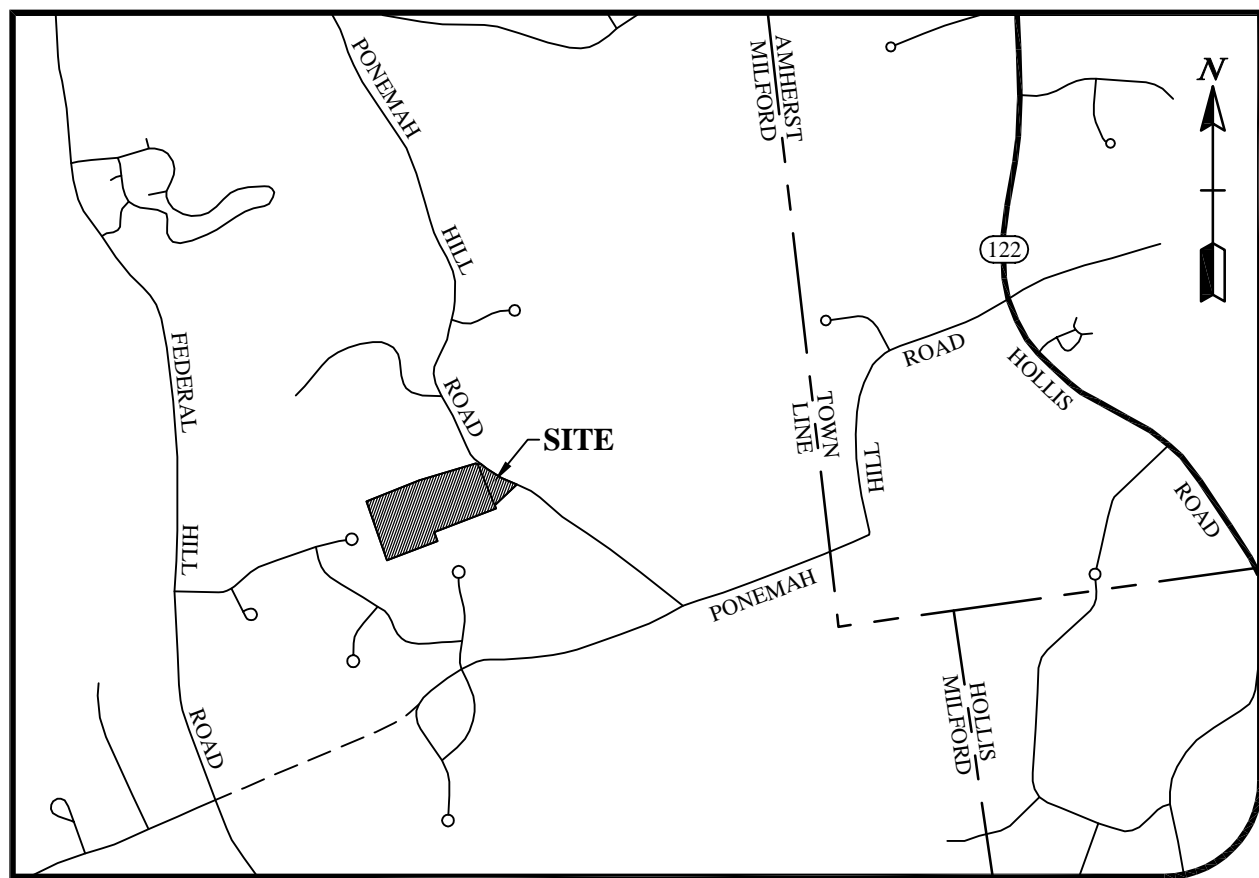
**ZONING DISTRICT/INFORMATION:**

The subject property is within the Residence R (“R”) District: The rear lot does not have the required frontage but received a variance to develop it without the required frontage and the front lot has the required frontage but does not meet the minimum 2 acre lot size but is already developed.

**STAFF RECOMMENDATIONS:**

The applicant should be prepared to address all of the comments raised by the Planning Board, Barring any/all input and recommendations from the Board, Staff recommends approving the lot line adjustment application.





**LOCUS MAP**

NOT TO SCALE

**REFERENCE PLANS**

- "SUBDIVISION PLAN, LAND OF MARION J. JACKSON & SHIRLEY J. WHEELER, PONEMAH HILL ROAD, MILFORD, N.H." DATED NOVEMBER 1981 AND PREPARED BY EVERETT A. LEACH, LLS. H.C.R.D. PLAN #14753.
- "SUBDIVISION & EASEMENT PLAN, LANDS OF: BARBARA D. PHILIPSEN AND CHRISTOPHER W. PHILIPSEN, TAX MAP 53 LOTS 30 & 30-1, MILFORD, NEW HAMPSHIRE" LAST REVISED AUGUST 6, 2010 AND PREPARED BY MERIDIAN LAND SERVICES, INC. H.C.R.D. PLAN #36873.
- "SUBDIVISION PLAN PREPARED FOR: FEDERAL POINTE ESTATES SUBDIVISION, MAP 53; LOTS 34-6, 34-7, 34-8 & 35 - MILFORD, NEW HAMPSHIRE" LAST REVISED OCTOBER 10, 2001 AND PREPARED BY KEACH-NORDSTROM ASSOCIATES, INC. IN ASSOCIATION WITH GRANITE STATE SURVEYING, INC. H.C.R.D. PLAN #31405.
- "SUBDIVISION PLAN OF LAND PREPARED FOR DON P. & ELAINE M. BUCKMAN, MILFORD, NEW HAMPSHIRE" DATED SEPTEMBER 12, 1989 AND PREPARED BY THOMAS F. MORAN, INC. H.C.R.D. PLAN #24143.

**NOTES**

- OWNERS OF RECORD:  
 TAX MAP 53 LOT 31  
 SAN-KEN HOMES, INC.  
 586 TURNPIKE ROAD  
 NEW IPSWICH, NH 03071  
 BK: 9399 PG: 1003  
  
 TAX MAP 53 LOT 32  
 MARK DESJARDINS  
 LISA J. NEWBERRY  
 387 PONEMAH HILL ROAD  
 MILFORD, NH 03055  
 BK: 8080 PG: 1614
- THE INTENT OF THIS PLAN IS TO SHOW A PROPOSED LOT LINE ADJUSTMENT BETWEEN THE SUBJECT PARCELS.
- THE SUBJECT AND ABUTTING PARCELS ARE ZONED "RESIDENCE R". DIMENSIONAL REQUIREMENTS ARE AS FOLLOWS:  
 MINIMUM LOT SIZE = 2 ACRES  
 MINIMUM FRONTAGE = 200'  
 BUILDING SETBACKS:  
 FRONT = 30'  
 SIDE = 15'  
 REAR = 15'

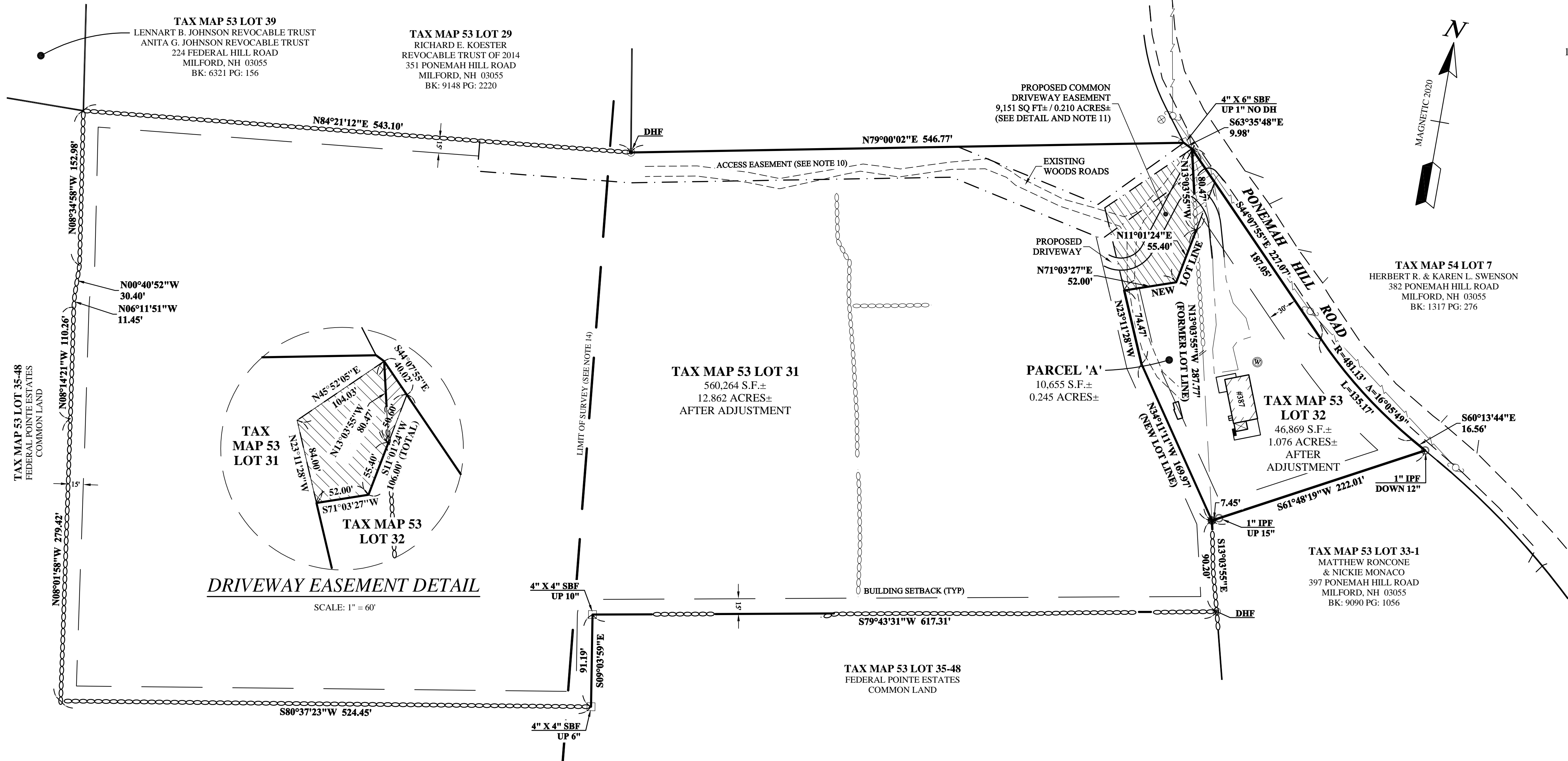
**NOTES (CONTINUED)**

- THE SUBJECT PROPERTIES ARE NOT WITHIN A GROUNDWATER PROTECTION DISTRICT.
- THIS PLAN REPRESENTS EXISTING CONDITIONS, BOUNDARY EVIDENCE, AND MONUMENTATION AS OBSERVED DURING A SURVEY BY THIS OFFICE IN DECEMBER 2020.
- THE SUBJECT PROPERTIES ARE NOT LOCATED WITHIN THE 1% ANNUAL CHANCE FLOODPLAIN AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR HILLSBOROUGH COUNTY, NEW HAMPSHIRE. MAP NUMBER 33011C 0470D & 0486D. EFFECTIVE DATE SEPTEMBER 25, 2009.
- ALL UNDERGROUND UTILITIES SHOWN ARE APPROXIMATE. THIS OFFICE HAS NOT LOCATED ANY UNDERGROUND UTILITIES. ALWAYS CALL DIG SAFE TO MARK OUT UNDERGROUND UTILITIES PRIOR TO ANY EXCAVATION ACTIVITIES.
- PARCEL 'A' IS NOT TO BE CONSIDERED A SEPARATE BUILDING LOT, BUT IS TO BE ANNEXED TO AND BECOME A PART OF MAP 53 LOT 32.

**NOTES (CONTINUED)**

- LOT AREAS BEFORE AND AFTER ADJUSTMENT:  

LOT #	BEFORE ADJUSTMENT	AFTER ADJUSTMENT
53-31	13.107 ACRES (570,919 SQ FT)	12.862 ACRES (560,264 SQ FT)
53-32	0.831 ACRES (36,214 SQ FT)	1.076 ACRES (46,869 SQ FT)
- MAP 53 LOT 31 IS SUBJECT TO AN ACCESS EASEMENT TO BENEFIT MAP 53 LOT 29, AS SHOWN ON REFERENCE PLAN 1.
- MAP 53 LOTS 31 & 32 ARE SUBJECT TO A COMMON DRIVEWAY EASEMENT AS SHOWN HEREON AND TO BE RECORDED HERewith.
- PONEMAH HILL ROAD IS DESIGNATED AS A SCENIC ROAD. NO STONE WALLS OR TREES OF 15" CIRCUMFERENCE OR LARGER ARE TO BE REMOVED WITHIN THE PONEMAH HILL ROAD RIGHT-OF-WAY WITHOUT A PLANNING BOARD SCENIC ROAD PUBLIC HEARING. WHERE POSSIBLE, ALL EXISTING STONEWALLS SHOULD BE RETAINED.
- PRIOR TO THE PLANNING BOARD SIGNING THIS PLAN, ALL MONUMENTATION SHALL BE SET AND NOTED HEREON OR A SECURITY PROVIDED TO THE TOWN OF MILFORD TO COVER THE COST OF MONUMENTATION.
- LOT 32 AND THE EASTERLY PORTION OF LOT 31 ARE THE RESULT OF A SURVEY BY THIS OFFICE. THE WESTERLY PORTION OF LOT 31 WAS REPRODUCED FROM THE REFERENCE PLANS, AND IS NOT THE RESULT OF A SURVEY BY THIS OFFICE.
- AT ITS MEETING ON NOVEMBER 16, 2020, THE MILFORD ZONING BOARD OF ADJUSTMENT GRANTED A VARIANCE FROM ARTICLE V, SECTION 5.04.4.A OF THE MILFORD ZONING ORDINANCE TO PERMIT CONSTRUCTION OF A SINGLE-FAMILY RESIDENCE ON A LOT OF RECORD WITH LESS THAN THE MINIMUM REQUIRED FRONTAGE. SEE ZBA CASE #2020-22.



**OWNERS' SIGNATURES**

MAP 53 LOT 31	DATE
MAP 53 LOT 32	DATE
MAP 53 LOT 32	DATE

APPROVED BY THE MILFORD PLANNING BOARD

APPROVAL # \_\_\_\_\_ DATED \_\_\_\_\_

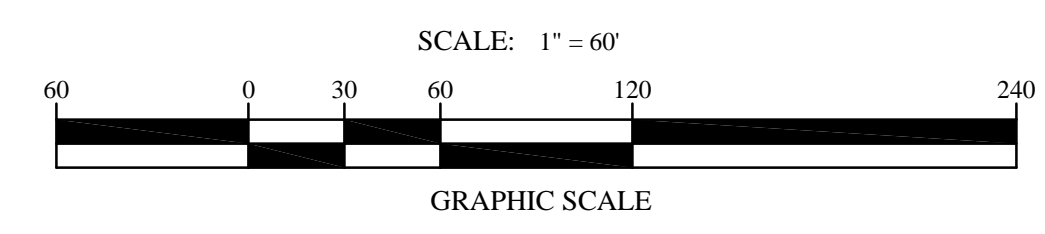
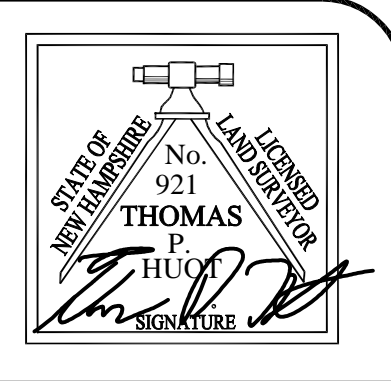
CERTIFIED BY \_\_\_\_\_, CHAIR

DATED \_\_\_\_\_

**SURVEYOR'S CERTIFICATION**

"I HEREBY CERTIFY THAT THIS SURVEY AND PLAT WERE PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION AND IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE ON THE GROUND AND HAS AN ERROR OF CLOSURE OF GREATER ACCURACY THAN ONE PART IN TEN THOUSAND (1:10,000)."

*Thomas P. Huot*  
 LICENSED LAND SURVEYOR  
 7/9/2021  
 DATE



**SYMBOL LEGEND**

- BOUND TO BE SET
- IRON PIPE TO BE SET
- BOUND FOUND
- IRON PIPE FOUND
- ⊙ DRILL HOLE FOUND
- ⊕ UTILITY POLE
- ⊗ GUY WIRE
- ⊙ WELL
- EDGE OF PAVEMENT
- - - EDGE OF GRAVEL
- ⊕ STONE WALL
- OVERHEAD WIRES

NO.	DATE	DESCRIPTION	BY
1	4/23/21	REVISED LOT CONFIGURATION	JRD
2	7/8/21	REVISED LOT CONFIGURATION	JRD
3	8/10/21	REVISE EASEMENT DETAIL	JRD
4	8/11/21	ADD NOTE 15	JRD

**LOT LINE ADJUSTMENT PLAN**  
**TAX MAP 53 LOT 31**  
**SAN-KEN HOMES, INC.**  
 AND  
**TAX MAP 53 LOT 32**  
**MARK DESJARDINS &**  
**LISA J. NEWBERRY**  
 LOCATED AT:  
**PONEMAH HILL ROAD**  
**MILFORD, NEW HAMPSHIRE**



# Rokeh Consulting, LLC

Town of Milford Planning Board  
C/o Lincoln Daley  
1 Union Square  
Milford, NH 03055

RE: San Ken Holdings / Mark Desjardins & Lisa Newberry  
Tax Map 53, Lots 31 and 32 - Lot Line Adjustment Plan –  
Ponemah Hill Road, Milford

Dear Members of Board,

The application before you is for a lot line adjustment plan and easement plan for the Tax Map 53, Lots 31 and 32. In 2020 the Zoning Board of Adjustment granted a variance for Tax Map 53, Lot 31 for reduced frontage on Ponemah Hill Road. The driveway for both Lot 31 and Lot 32 are being combined and regraded to improve the access for both parcels onto Ponemah Hill Road. A lot line adjustment plan has been prepared to finalize the agreements that were made as part of the Zoning Board approval between the two land owners.

Thank you for your consideration of this request. Please do not hesitate to contact me with any questions you have at 603-387-8688.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Rokeh". The signature is fluid and cursive, with the first name "Jon" and last name "Rokeh" clearly distinguishable.

Jon Rokeh, PE




TOWN OF MILFORD  
DEPARTMENT OF PUBLIC WORKS  
283 South St, Milford 03055  
(603) 673-1662




## DRIVEWAY PERMIT APPLICATION

*Please print legibly or type all information*

MAP & LOT/PARCEL: 53-31 DATE SUBMITTED:      /      /       
PROPERTY LOCATION: Ponemah Hill Road, Milford NH  
PROPERTY OWNER: San-Ken Homes, Inc  
MAILING ADDRESS: 586 Turnpike Road, New Ipswich NH 03071  
OWNER/APPLICANT SIGNATURE:  PHONE: 603-878-2856

### CONTRACTOR INFORMATION

COMPANY: San-Ken Homes, Inc PHONE: 603-966-6769  
ADDRESS: 586 Turnpike Road, New Ipswich NH 03071 FAX: 603-878-4294  
SIGNATURE:  EMAIL: kenny@san-ken.com

### PLAN INFORMATION CHECKLIST – ALL APPLICATIONS REQUIRE:

New /  Alteration /  Relocation /  Addition to existing driveway  
Scenic Road: Y/N

- A grading/profile plan, detailing the slope and location of the proposed driveway, and
- The centerline shall be flagged at the ROW.
- Parcels serviced by on-site septic systems shall submit a State Approved septic plan indicating the location of the proposed driveway.
- Parcels serviced by municipal utilities shall submit a plot plan indicating the location of the proposed driveway.

COST: \$30 (#3471) (Check/Cash) DATE: 02/05/2021 INITIALS: MVD

**Department of Public Works approval shall be required prior to driveway construction.**

### Construction Approval Information

*For office use only*

Construction Approval Date: 2/10/21 Permit #: 2021-06  
Scenic road hearing date (if applicable):      /      /      DPW Director Approval:       
Culvert required: Y/N Size:      Easement required: Y/N Bond required: Y/N Amount:     

ADDITIONAL COMMENTS



**Certificate of Compliance Required to Schedule C.O. Inspection**

*Applications and plans may be submitted by fax, email or in person.*



TOWN OF MILFORD  
DEPARTMENT OF PUBLIC WORKS  
283 South St, Milford 03055  
(603) 673-1662

## CERTIFICATE OF COMPLIANCE FINAL INSPECTION

MAP & LOT/PARCEL: 53-31 PERMIT #: 2021-06

PROPERTY LOCATION: Ponemah Hill Rd

PROPERTY OWNER: San-Ken Homes

MAILING ADDRESS: 586 Turnpike Rd New Ipswich NH 03071

DPW DIRECTOR SIGNATURE: \_\_\_\_\_ PHONE: \_\_\_\_\_

INSPECTION DATE: 8/5/21 DATE APPROVED: 8/5/21

NOTES:

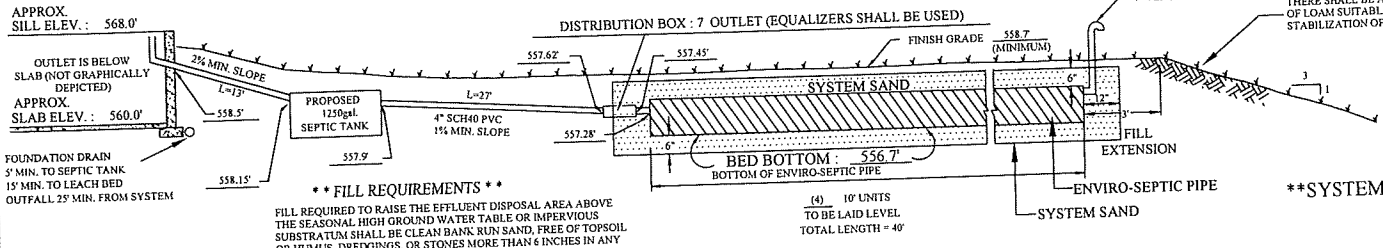
**NOTE: CERTIFICATE OF COMPLIANCE IS REQUIRED BEFORE  
SCHEDULING CO INSPECTION**

# TYPICAL PROFILE DETAIL

NOT TO SCALE

OPEN EXCAVATIONS SHALL BE PROTECTED FROM STORM RUNOFF TO PREVENT THE ENTRANCE OF SILT AND DEBRIS, AND FINISH GRADING SHOULD SHED STORM WATER AWAY FROM SYSTEM.

THERE SHALL BE A MINIMUM OF LOAM SUITABLE FOR SEEI STABILIZATION OF THE SLOP



**\*\* FILL REQUIREMENTS \*\***

FILL REQUIRED TO RAISE THE EFFLUENT DISPOSAL AREA ABOVE THE SEASONAL HIGH GROUND WATER TABLE OR IMPERVIOUS SUBSTRATUM SHALL BE CLEAN BANK RUN SAND, FREE OF TOPSOIL OR HUMUS, DREDGINGS, OR STONES MORE THAN 6 INCHES IN ANY DIMENSION.

**\*\* NOTES \*\***

1. THE SEPTIC TANK IS TO MEET Env-Wq 1010 SPECIFICATIONS. ACCESS SHALL BE PROVIDED TO EACH COMPARTMENT BY MEANS OF EITHER A REMOVABLE COVER OR A 24" MANHOLE AT A DEPTH OF NO MORE THAN 6" BELOW THE FINISH GRADE.
2. SEPTIC TANK SHOULD BE PUMPED AS REQUIRED IN NH Env-Wq 1023.01.
3. ALL CONNECTIONS BETWEEN A SEPTIC TANK AND THE PIPES LEADING TO AND EXITING FROM THE SEPTIC TANK SHALL BE SEALED WITH A WATERTIGHT, FLEXIBLE JOINT CONNECTOR (Env-Wq 1010.08)
4. PROVIDE APPROPRIATE INLET AND OUTLET BAFFLES AT SEPTIC TANK AS REQUIRED IN Env-Wq 1010.07.
5. GARBAGE DISPOSALS ARE NOT RECOMMENDED. THIS DESIGN DOES NOT ALLOW FOR THE USE OF A DISPOSAL. SHOULD ONE BE INSTALLED, THE TANK SIZE MUST BE INCREASED AT LEAST 50%.
6. THIS DESIGN DOES NOT ALLOW FOR THE USE OF A RAW SEWAGE PUMP. SHOULD ONE BE INSTALLED THE SEPTIC TANK SIZE MUST BE INCREASED PER Env-Wq 1010.01.
7. CONTRACTOR TO VERIFY ALL SITE CONDITIONS PRIOR TO COMMENCEMENT OF WORK. DESIGNER TO BE NOTIFIED IMMEDIATELY OF ANY DISCREPANCIES.

8. ALL SYSTEMS ARE TO BE INSPECTED AND APPROVED BY STATE AND/OR MUNICIPAL AUTHORITIES AS REQUIRED BEFORE BACKFILLING.

9. NO VERY POORLY DRAINED WETLANDS WITHIN 75' OF SYSTEM.

10. NO POORLY DRAINED WETLANDS WITHIN 50' OF SYSTEM.

11. USAGE OF THIS SYSTEM IS INTENDED AND DESIGNED STRICTLY FOR NORMAL HOUSEHOLD DOMESTIC USE. DRAINS OF ANY KIND (HOUSE, ROOF, ETC.) WATER SOFTENER DISCHARGE, HOT TUBS, ETC. MUST NOT BE INCORPORATED INTO THIS SYSTEM.

12. REMOVE TOPSOIL AND RAKE ALL SMEORED OR COMPACTED SURFACES INCLUDING TEXTURAL CHANGES TO A DEPTH OF 1" OR MORE BEFORE PLACING FILL. THIS IS ESSENTIAL IN ORDER TO PROTECT THE NATURAL ABSORPTION QUALITIES OF THE SOIL BY PREVENTING AN UNRESTRICTED TRANSITION BETWEEN MATERIALS.

13. INSTALLATION OF ALL ENVIRO-SEPTIC SYSTEMS ARE TO BE IN STRICT ACCORDANCE WITH THE ENVIRO-SEPTIC DESIGN & INSTALLATION HANDBOOK FOR THE STATE OF NEW HAMPSHIRE, LATEST REVISION.

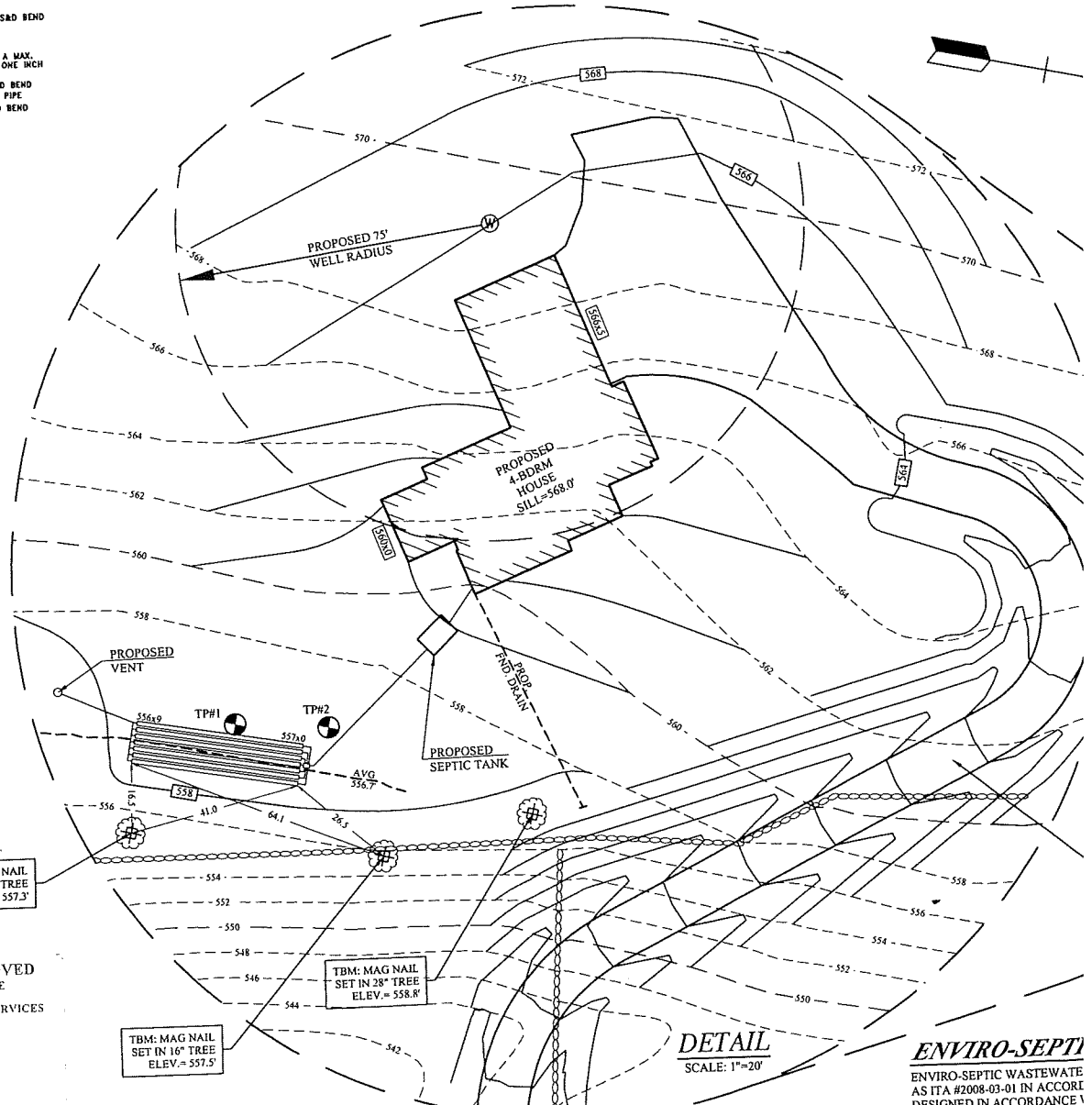
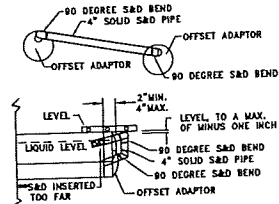
**FILL MAT**

ALL UNSUITABLE FILL MATERIAL LEACH FIELD BED BOTTOM AND REPLACED WITH WATER ENV-WQ 1021.03 (CLEAN BANK MATERIAL DIRECTLY UNDER MANUFACTURER'S SYSTEM S

## PROPOSED ENVIRO-SEPTIC SANITARY SYSTEM PLAN

(LOT TO BE SERVED BY A PROPOSED ON-SITE WELL)

**RAISED STRAIGHT CONNECTION SYSTEM**



REVIEWED AND APPROVED IN ACCORDANCE WITH THE REQUIREMENTS OF THE NH DEPT OF ENVIRONMENTAL SERVICES WATER DIVISION

Date: 1/22/2021

#eCA2021012202

**DETAIL**  
SCALE: 1"=20'

**ENVIRO-SEPTI**  
ENVIRO-SEPTIC WASTEWATER AS ITA #2008-03-01 IN ACCORDANCE WITH THE STATE OF NEW HAMPSHIRE  
DESIGNED IN ACCORDANCE WITH

# TOWN OF MILFORD

## Zoning Board of Adjustment



**DATE:** November 16, 2020

**TO:** San-Ken  
586 Turnpike Road  
New Ipswich, NH 03071

**RE:** ZBA Case #2020-22  
Tax Map 53, Lot 31

### NOTICE OF DECISION

You are hereby notified that on November 5, 2020, the Zoning Board of Adjustment GRANTED the request for a VARIANCE from the Milford Zoning Ordinance, Article V, Section 5.04.4.A to permit the construction of a single-family residence on a lot of record, Tax Map 53, Lot 31, with less than the minimum required frontage (200') on a principle route of access on a Class V road or better in the Residential 'R' district.

Please note that this does not constitute Planning Board, Building Department, Board of Selectmen or any other state and/or local approvals that may be required for your project.

**Lincoln Daley**

*Community Development Director & Zoning Administrator*

11/16/20  
Date

In accordance with NH RSA 677:2, any person directly affected by this decision may make an application for a rehearing in this matter. ***Any application for rehearing must be received by the Board of Adjustment prior to close of business (4:30 p.m.) on December 7, 2020.***

*In accordance with Article X, Section 10.060, this Variance is subject to expiration, if within two (2) years after the granting of a variance or special exception by the Board of Adjustment, none of the work required by a building permit covered by the variance or special exception has been executed, then such variance or special exception shall become null and void except in any case where legal proceedings relative to the variance or special exception shall have caused an undue delay in the execution of the required building permit. Only one, six-month extension may be granted for any variance or special exception. The applicant may apply for the extension at a regularly scheduled Zoning Board meeting.*

CC: Building Department  
Assessor

Planning Department  
File