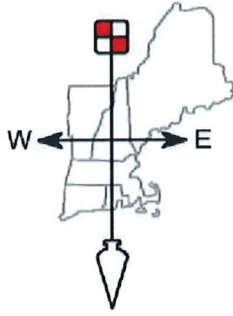


# LETTER OF TRANSMITTAL



## FIELDSTONE

LAND CONSULTANTS, PLLC

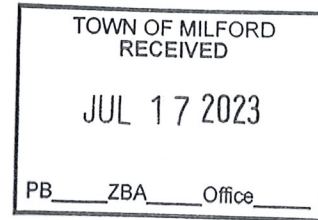
206 Elm Street, Milford, NH 03055 - Phone: 603-672-5456 - Fax: 603-413-5456  
www.FieldstoneLandConsultants.com

Surveying ♦ Engineering  
Land Planning ♦ Septic Designs

**To:** Town of Milford  
Community Development Department - Planning Board  
1 Union Square  
Milford, NH 03054

**Date:** July 17, 2023

**Re:** Planning Board Lot Line Adjustment Application  
Lot Line Adjustment - Tax Map Parcels 10-3 & 10-20  
Woodward Drive & Savage Road, Milford, NH 03055  
Wisniewski Family Trust & Paige Peterson



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

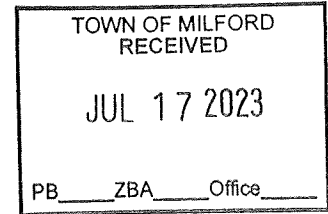
- Shop drawings  Prints  Plans  Samples  Specifications  
 Copy of letter  Change order  \_\_\_\_\_.

COPIES	DATE	NO.	DESCRIPTION
1			Lot Line Adjustment Application for lots 10-3 & 10-20
1			Lot Line Adjustment Application Checklist & Wavier Letter
1			List of Abutters
3			Abutter Labels
1			Letter of Authorization
4			Full Size Plan 22"x34"
1			Half Size Plan 11"x17"

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:** Please note that we are submitting today Monday July 17, 2023 for the Tuesday August 15, 2023 Planning Board Meeting.



APPLICATION FOR SUBDIVISION APPROVAL

CONTACT INFORMATION

Property Owners(s): Name: Robert Wisniewski
Address: 210 Groton Road
Hebron, NH 03241
Telephone Number: 603-744-6638 Fax:
Email Address:

Applicant: Name: See Above Robert Wisniewski + Janet Wisniewski
(if different from above) Address: OWNERS/TRUSTEES WISNIEWSKI FAMILY TRUST
See ABOVE
Telephone Number: Fax:
Email Address:

Engineer/ Name: Fieldstone Land Consultants, PLLC
Surveyor/ Address: 206 Elm Street
Architect: Milford, NH 03055
Telephone Number: 603-672-5456 Fax:
Email Address: MDploof@Fieldstonelandconsultants.com
Primary Contact Person: Michael D. Ploof

TYPE OF APPLICATION

(Please check all that apply)

- Discussion - Informal meeting with Planning Board.
[X] 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)

TOV OF MILFORD  
CEIVED  
JUL 17 2023  
PB ZBA Office

**SITE INFORMATION**

LOCATION: Tax Map Number 10 Lot(s) 3 & 20 ZONING DISTRICT: Residential "R"  
ROAD FRONTAGE ON: Woodward Drive TOTAL SITE AREA: 58.766 & 1.310  
BRIEF DESCRIPTION OF PROJECT: Adjust the common lot lines between lots 10-3 & 10-20.  
Parcel "A" is not to be consider a separate bulding lot, but will become part of lot 10-20.  
NAME OF EXISTING OR PROPOSED SUBDIVISION: Lot Line Adjustment Plan

**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.  
Robert Wisniewski OWNER/TRUSTEE 7/14/23  
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.  
Robert Wisniewski 7/14/23  
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.  
\_\_\_\_\_  
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.  
\_\_\_\_\_  
Agent's Signature Date

JUL 17 2023

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

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Name (please print) and Title Date

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\_\_\_\_\_  
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.

\_\_\_\_\_  
Applicant's Signature Date

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

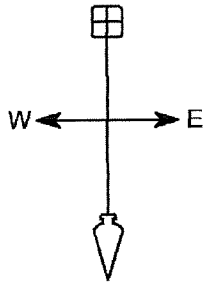
I acknowledge, as the agent stated hereon, that this subdivision application has been completed and submitted in conformance with all applicable Town of Milford regulations, and that I am the designated representative for the property owner on matters relative to this subdivision application.

[Signature] 7/17/23  
Agent's Signature Date







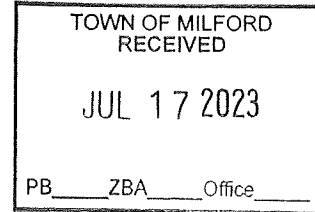


# FIELDSTONE

Surveying Engineering  
Land Planning Septic Designs

**LAND CONSULTANTS, PLLC**

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www.FieldstoneLandConsultants.com



July 13, 2023

RE: Lot Line Adjustment  
Letter of Authorization  
Tax Map Parcels 10-3 & 10-20  
Woodward Drive  
Milford, New Hampshire

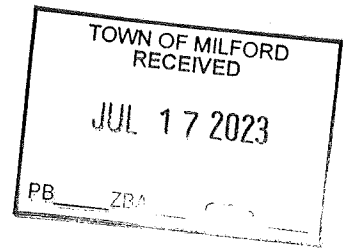
To Whom It May Concern:

The undersigned being the owner of the above-mentioned of Parcels hereby authorizes Fieldstone Land Consultants, PLLC to act as their agent in filing and seeking all necessary local, state and federal approvals for the above referenced parcels.

Sincerely,

Owner: Robert Wisniewski owner/Trustee 7/14/23  
(Parcel 10-3)





**APPLICATION FOR SUBDIVISION APPROVAL**

**CONTACT INFORMATION**

**Property Owners(s):** Name: Paige Peterson  
Address: 38 Woodward Drive  
Milford, NH 03055  
Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Applicant:** Name: See Above  
(if different from above) Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email Address: \_\_\_\_\_

**Engineer/** Name: Fieldstone Land Consultants, PLLC  
**Surveyor/** Address: 206 Elm Street  
**Architect:** Milford, NH 03055  
Telephone Number: 603-672-5456 Fax: \_\_\_\_\_  
Email Address: MDPloof@Fieldstonelandconsultants.com  
**Primary Contact Person:** Michael D. Ploof

**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
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- 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)

JUL 17 2023

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**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.

Raige Peterson 7/14/23 [Signature]  
 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.

\_\_\_\_\_  
 Owner's Signature Date

Applicant's Signature:

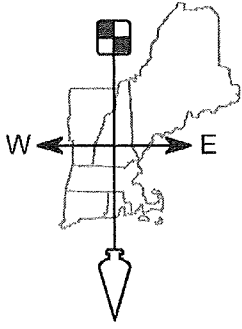
I acknowledge, as the applicant stated hereon, that this subdivision application has been completed and submitted in conformance with all applicable Town of Milford regulations, and that I am the designated representative for the property owner on matters relative to this subdivision application.

\_\_\_\_\_  
 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.

[Signature] 7/17/23 \_\_\_\_\_  
 Agent's Signature Date



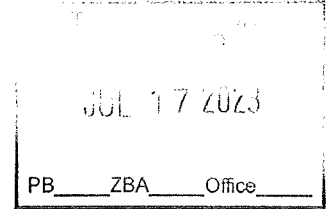
# FIELDSTONE

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Surveying ♦ Engineering  
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July 13, 2023




RE: Lot Line Adjustment  
Letter of Authorization  
Tax Map Parcels 10-3 & 10-20  
Woodward Drive  
Milford, New Hampshire

To Whom It May Concern:

The undersigned being the owner of the above-mentioned of Parcels hereby authorizes Fieldstone Land Consultants, PLLC to act as their agent in filing and seeking all necessary local, state and federal approvals for the above referenced parcels.

Sincerely,

Owner:

  
\_\_\_\_\_  
(Parcel 10-20)



# TOWN OF MILFORD, NH

## Application Checklist

### MINOR SUBDIVISION

TOWN OF MILFORD RECEIVED		
JUL 17 2023		
PB _____	ZBA _____	Office _____

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: <http://www.milford.nh.gov> .

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

Name of Application Lot Line Adjustment Plan - Wisniewski/Peterson

Map(s) 10 Lot(s) 3 & 20

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

JUL 17 2023

Required				Submitted		Waived
YES	NO		General Submission Requirements	PB	ZBA	Office
				YES	NO	
X		H.	Locus map			
X		I.	Property boundary lines with distances and angles to scale			
X		J.	Areas of proposed lots in square feet and acres			
	X	K.	Delineation of all wetlands and wetlands buffers			WAIVER
	X	L.	Delineation of slopes over twenty-five (25%) percent			WAIVER
	X	M.	Location of buildings within 50 ft			WAIVER
	X	N.	Location of all roads or driveways within 200 ft			WAIVER
	X	O.	Existing access roads, recreational trails and boundaries (such as stone walls, barbed wire, etc.)			WAIVER
	X	P.	Existing & proposed buildings & driveways			WAIVER
X		Q.	Current zoning and location of district boundaries if located in two or more zones			
X		R.	Building setback lines			
		S.	Flow of traffic			N/A
	X	T.	All existing utilities (i.e. sewer, water, electric & gas)			WAIVER
X		U.	Note defining the Purpose of the plan			
		V.	Brief history of the property (i.e. previous disturbances)			
		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.			N/A
		X.	Brief description of drainage upstream onto property and discharge downstream from property			N/A
X		Y.	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.			
		BB.	<del>Note pertaining to GMO</del>			
		CC.	State of NH Site Specific permit numbers, if required			N/A
X		DD.	Parcels numbered consecutively with no omissions or duplications.			
X		EE.	Planning Board approval block with space for Chairman's signature and date, Approval number and Approval date			
X		FF.	The seal of a NH Licensed Land Surveyor			
		GG.	Note detailing any approved waivers			Pending
		HH.	The seal of a NH Licensed Civil Engineer, as necessary			N/A
		II.	The seal of a NH Licensed Soil Scientist, as necessary			N/A
	X	JJ.	The seal of a NH Licensed Wetlands Scientist, as necessary			

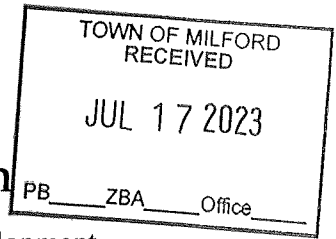
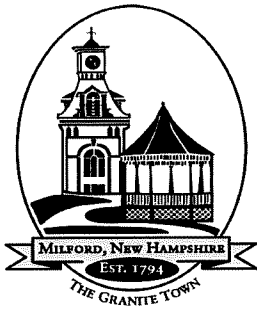
TOWN OF MILFORD  
RECEIVED  
  
JUL 17 2023

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

		<b>Other Information</b> (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
	6.	All new deeds, easements, covenants and rights-of-way on property			N/A
	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 Checklist:**

Name/Title: Fieldstone Land Consultants, PLLC Date: 7/17/2023



# Waiver Request Form

Department of Planning and Community Development

Name of Project Lot Line Adjustment - Wisniewski/Peterson

Applicant Robert Wisniewski

Date 7/17/2023

When a proposed subdivision plat or site plan is submitted for approval, the applicant may request in writing to waive specific requirements of these Regulations as they pertain to the subdivision or site plan. The applicant shall present reasons in writing why the waiver is needed by the application deadline for a regularly scheduled Planning Board meeting. The Board's publicly notice agenda for the particular meeting shall clearly indicate that a waiver request has been received, a copy of which is available at the planning office, and that the waiver request will be considered at the meeting.

Abutter notification is required for all waiver requests.

The Planning Board may grant a waiver in a special case, so that justice may be done and the public interest secured, provided that such waiver will not have the effect of nullifying the intent and purposes of these Regulations, the Zoning Ordinance or the Master Plan. The Planning Board shall not approve waivers unless it shall make findings based upon the evidence presented to it in each specific case.

All approved waivers shall be noted on the plans, indicating the paragraphs waived and a general description of the waivers.

Subdivision or Site Plan Regulation Section Number	Request and Rationale
1. <u>K,L,M,N,O,P &amp; T</u> General Submission Requirements	<u>This application is a minor lot line adjustment of a common line. Parcel 10-3 consists of 58.766 acres and Parcel 10-20 consists of 1.310 acres. Parcel A is not considered a separate building lot and will become part of Parcel 10-20 increasing the acreage to 2.622 acres. This application does not affect the abutting parcel in a negative manor. There is no proposed new development with this application.</u>



Subdivision or Site  
Plan Regulation  
Section Number

Request and Rationale

3. \_\_\_\_\_


4. \_\_\_\_\_

5. \_\_\_\_\_

6. \_\_\_\_\_

Please feel free to attach any other information as necessary.

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Date