



PLANNING BOARD MEETING

Tuesday, November 18, 2025 at 6:00 PM

Town Hall - 41 South Main Street Randolph, MA 02368

MINUTES

Pursuant to the temporary provisions pertaining to the Open Meeting Law, public bodies may continue holding meetings remotely without a quorum of the public body physically present at a meeting location until March 31, 2025. The public is invited to participate in the meeting in person, via telephone or computer.

A. Call to Order - Roll Call

Chairman Plizga called the meeting to order at 6:01 PM.

PRESENT

Alexandra Alexopoulos

Tony Plizga

Peter Taveira

Lou Sahl

ABSENT

Araba Adjei-Koranteng

B. Chairperson Comments

None

C. Approval of Minutes

1. Minutes of 10/28/2025

The Planning Board approved the meeting minutes of October 28, 2025, as presented.

Motion made by Alexopoulos, Seconded by Sahl to accept the meeting minutes of October 28, 2025, as presented.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahl

D. Public Speaks

Chairman Plizga opened the public comment portion of the meeting and, hearing none, closed it.

E. Public Hearings

1. 6:00 pm - Town Council Order 2025-77 - Zoning Amendment - Rear Liberty Street

Chairman Plizga opened the public hearing for Town Council Order 2025-77, a zoning amendment to the parcel known as Rear Liberty Street, and read into the record the notice published in the *Patriot Ledger* October 31, 2025 and November 7, 2025.

Planning Director Michelle Tyler outlined Town Council Order 2025-77, introduced by Councillor Burgess, proposing to rezone the Rear Liberty Street parcel from Residential Medium Density (16,000 sq. ft., 120 ft frontage) to Residential High Density (12,000 sq. ft., 100 ft frontage) reducing the lot and frontage requirements to align with surrounding properties, noting that the parcel includes two lots created by an unrecorded ANR plan previously submitted to GIS but never filed with the registry of deeds.

Property owner Henry Lee attended to answer any questions. Chairman Plizga opened the meeting up to public comments.

Hallie Greenberg of 194 Liberty Street asked about the impacts to wildlife and a small stream on the property.

Chairman Plizga noted that the site remains subject to Conservation Commission regulations and that the proposed change concerns only minimum lot size and frontage. With no further comments, he closed the public comments period and opened discussion to the Planning Board, whose members had no remarks.

Motion made by Plizga, Seconded by Alexopoulos to recommend approval of Town Council Order 2025-77, as presented.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahl

Motion made by Plizga, Seconded by Alexopoulos to close the public hearing.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahl

Mrs. Tyler outlined next steps, noting that the Planning Board will submit its report to the Town Council for consideration on November 24, when the Council will vote to either approve or reject Town Council Order 2025-77.

F. New Business

1. Planning Board Fee Review

The Planning Board reviewed its fee schedule. Chairman Plizga asked Mrs. Tyler whether she recommended any fee changes; she stated the current fees are reasonable and go into the Town's general budget, and that additional fees are collected by other departments once a project is approved. She noted that the fees should remain competitive with surrounding communities, especially given the town's relatively high commercial tax rate and that the fees should not be set so high that they deter development. Chairman Plizga also noted that several categories were removed: in-law apartments and two-family construction conversion as a result of the ADU legislation. Mrs. Tyler added that these will fall under special permits once the Zoning Recodification Amendment is approved.

The Planning Board reviewed the Subdivision of Land fees and found them generally adequate, noting that if a project requires additional review, the Board can employ a peer review and collect a fee to cover the cost of further analysis. Mrs. Tyler added an As-built fee to be held until the Board receives the as-built plan, and a legal ad fee was added to cover costs that had previously been paid from the Board's budget.

Chairman Plizga questioned whether the new fee schedule would adequately cover the workload for another large apartment complex requiring additional oversight. Mrs. Tyler noted that the new square-footage-based Special Permit fee should address this, though some projects will inevitably require more time and advised that the Tier 3 fee structure remain unchanged despite Chairman Plizga's suggestion for a tiered approach.

The fees schedule indicates that certain fees are refundable, and Mrs. Tyler explained that only the As-Built fee is truly refundable and will be returned to the applicant once they submit the As-Built plan, acting much like a bond. Chairman Plizga questioned if an additional refundable fee could be imposed to incentivize the timely completion of subdivisions, but Mrs. Tyler felt the new as-built fee was sufficient, as late receipt of As-Builts has been an obstacle in closing out subdivisions.

The Board agreed to the minor editorial changes to the fee schedule.

2. 2026 Planning Board Meeting Schedule

The Planning Board reviewed and approved the proposed 2026 Planning Board meeting schedule.

Motion made by Plizga, Seconded by Alexopoulos to approve the 2026 Planning Board meeting schedule, as presented.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahlu

G. Staff Report

Active Subdivision Review

E.J. Schaner Circle / Ledgeview Estates

The public hearing continuation for E.J. Schaner Circle / Ledgeview Estates is scheduled for December 2 to consider the rescision of the subdivision. Mrs. Tyler noted that it will be challenging to develop.

Single Family conversion to Two-Family

The Planning Board received an application through PermitEyes for a Two-Family conversion on Liberty Street to legitimize existing two-family features on the property sold as a single-family. The December 16th public hearing could be withdrawn depending on the upcoming Zoning Recodification vote.

Potential single-lot subdivision on Wilmarth

An application was received for a single-lot subdivision on Wilmarth. The applicant is awaiting the zoning recodification vote to determine if they will withdraw their application to go before the Zoning Board of Appeals for a variance.

Active Project Review

Lantana Property

Mrs. Tyler expects site plan review plans for demolition and site grading, and potentially preliminary construction plans, to be filed with the Planning Board by the end of the calendar year. Mrs. Tyler has reminded the applicant that the site work for the DCR trailhead parking is overdue. The applicant was awaiting confirmation from DCR for some minor layout changes.

Yankee Bus Lines

Mrs. Tyler reported that construction on the bus facility and administration building is progressing and is expected to be completed by middle of next year.

Movie Theatre (Showcase Cinemas) on Mazzeo Drive

Mrs. Tyler reported that the cinema property is back on the market after being withdrawn from the market a year or so ago.

Amazon Building

Mrs. Tyler reported that Amazon may be interested in revamping some operations in that building and will update the Board when she has more information.

H. Board Comments

None

I. Adjournment

Upcoming Meeting Dates

December 2

December 16

The meeting adjourned at 6:40 pm.

Motion made by Taveira, Seconded by Sahlu to adjourn the meeting.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahlu