



PLANNING DEPARTMENT REPORT

File	N/A	Reported By	Planning Board
Project Site	217 Mill Street	Application Type	Special Permit Planned Residential Development

Project Summary

The applicant proposes construction on a 1.78-acre (77,537 sq ft) parcel under the Planned Residential Development (PRD) zoning regulations. The parcel currently contains a residential structure and an outbuilding.

The proposed development consists of 10 single story residential units clustered around open space with surface parking. Access to the parcel would be from an existing curb cut on Mill Street. The units would be ownership units and the property managed by an HOA. 9 of the units would be deed restricted to those earning 80 – 110% of Area Median Income and would be credited to the Town’s subsidized housing inventory (SHI).

Zoning Districts

	Current Zoning	Existing Land Use
Subject	Residential High Density	Residential
North	Residential High Density	Residential
South	Residential High Density	Residential
East	Residential High Density	Residential
West	Residential High Density	Residential

Documents Reviewed

- Application for special permit
- Narrative for the Planned Residential Development dated April 15, 2026
- Zoning analysis chart
- Drawings C1.01 – C1.12 dated April 15, 2026
- Drawing C1.06 and C1.07 revised May 5, 2026
- Drawings L1.0, L3.0, L3.1, ES-1 and L2
- Eight (8) architectural plans
- 7 rendering drawings

Analysis

1. Summary of Land Use Designation

Planned Residential Development (PRD) allows an alternative pattern of residential land development to encourage innovation and variety in housing design and site development and to promote a variety of housing choices to meet the needs of a population diverse in age, income, household composition and individual needs.

2. Compliance with Regulations

The proposed use of the parcel is **not wholly** compliant with Zoning Ordinances. Please see Comments & Recommendations for details.

3. Consistency with Plans

The proposed development is consistent with multiple sections of the Comprehensive Master Plan updated in 2017 that reference a requirement for diversity in housing options. Specifically, the Housing section of the Master Plan states “*Randolph does not have a large diversity of housing types. As mentioned in the Land Use Element, the predominant land use patterns in Randolph are residential uses composed of low-density single-family homes that are reflective of suburban residential character. Only 2.1% of all residential land (0.9% of Randolph’s total land area) is dedicated to multi-family development with four or more units,*” and further lists goals to:

- *Expand the mix of housing choices throughout town for a range of incomes, ages, and family types.*

4. Compatibility with Surrounding Neighborhood

This parcel is located within a residential neighborhood and surrounded on all sides by residential properties. The proposed use and structures are ***in character*** with the neighborhood which is composed of mostly single-family homes.

Comments (based on the civil and architectural plan sets as referenced)

1. Life & Safety

- a. The proposed location of the hydrant on revised plan page C1.07 was not evaluated by Randolph Fire
RECOMMEND: Randolph Fire should determine final location of any hydrant.
- b. The drive aisle meets width and turning radii for Randolph fire apparatus however, there could be a tendency for guests to park along the drive aisle.
RECOMMEND: Install “No Parking” signs along the driveway at no more than 100-foot intervals.
- c. The drive aisle contains no typical street lighting.
RECOMMEND: The project lighting system include the lampposts at the rear of each unit and be automated to turn on at dusk and off at dawn to provide for public safety.

2. General Notes

- a. **RECOMMEND:** Provide a solid fence enclosure around the transformer in addition to the required bollards.
- b. **RECOMMEND:** Walkway areas should be constructed of patio blocks or equal.
- c. **RECOMMEND:** Fencing along the top of retaining walls should be 4 feet tall solid fencing to provide shielding for abutters.

Planning Board Review

The Planning Board met with the applicant and engineer on April 28, 2026 to review the project. The Board requested modifications to the water line based on feedback from DPW and to the visitor parking area. The applicant met with DPW regarding the waterline and incorporated changes to meet their requirements. Revised plans were submitted and the Planning Board reviewed them on May 12, 2026.

The Board received written comments from Building Commissioner Lum which were addressed at their meeting on May 12, 2026 as follows:

1. Heading east on Mill Street, you cannot see a car coming out of that property until you hit the crest of the road by which point you are almost on top of it.
RESPONSE: The existing layout and grade of Mill Street is not within the applicant's ability to modify. Any redevelopment project on the property would face the same issue. Road safety signage could be considered by the Town Council under their authority for street rules and regulations.
2. The turning radius of the new ladder truck would make it next to impossible to make it around the first turn in this road layout, never mind having to make around three more. The turning radius as presented was considering the best of conditions. It certainly does not take into account large snow

events, parked cars, or any other unforeseen scenario that would obstruct clear passage, possibly resulting in a large vehicle having to back out.

RESPONSE: The plan pages with turning radii were developed using the template provided by Randolph Fire. They were reviewed by Randolph Fire and determined to be acceptable. Snow removal from large or continuous weather events must be managed by the HOA as is standard for any project/development

3. Because of the close proximity to one another (@15 feet) I would be strongly recommending residential sprinkler systems be required for each unit of housing.

RESPONSE: The Board inquired about the requirement for sprinkling at the 502 South Main Street project where units are two-story and have less than 15 feet separation. There was no requirement for sprinkling at that project. The Board would anticipate the same for this project.

4. During a large snow event, or multiple events in a short time, the current proposed layout would make it extremely difficult for emergency vehicles to access the entire property.

RESPONSE: The HOA will be responsible for snow removal to ensure access by homeowners and emergency services vehicles no different than other residential or commercial developments.

5. Do all of the dwelling units meet the stated square foot maximum requirements or are some exceeding that requirement.

RESPONSE: A number of units exceed the maximum square feet and the applicant must seek relief from the special permit granting authority.

Planning Board Recommendation

The Planning Board voted 4-0-0 **TO RECOMMEND** approval of this project based upon the plans submitted and the requirements in this report. The Board notes that the plan requires waivers and recommends they be approved. Given that the applicant has committed to providing nine (9) units of income restricted homes for inclusion in the town's SHI and has not requested a bonus density, the waivers represent an acceptable alternative. Those waivers include:

1. **Lot frontage:** 100 ft required, actual frontage 74.7 ft
2. **Maximum lot coverage:** 40%, required; actual is approximately 58%
3. **Buffer strip:** no parking permitted; visitor parking is located in a buffer area
4. **Parking spaces:** visitor spaces permitted is 2; proposed spaces are 11 total (10 spaces plus 1 handicapped space)
5. **Maximum unit size:** 1,100 sf permitted; actual 1,254 sf for six (6) of ten (10) units
6. **Minimum roof pitch:** 4:12 required; actual is 3.5:12.
7. **Minimum porch to sidewalk setback:** 10 ft required; actual varies by unit to 4.6 feet