



PLANNING DEPARTMENT REPORT

File	N/A	Reported By	Planning Board
Project Site	217 Mill Street REVISED PLANS	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 Planning Board initially reviewed the project and recommended approval with some conditions. The Town Council requested additional modifications from the applicant and referred the project back to the Planning Board for review.

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).

Documents Reviewed

- Narrative for the Planned Residential Development dated June 18, 2026
- Zoning analysis chart
- Revised drawings C1.01 – C1.12 dated June 17, 2026
- Revised drawings L1.0, L3.0, L3.1, ES-1 and L2
- Revised architectural plans and renderings
- Traffic analysis
- Revenue predictions

Planning Board Review and Recommendation

The Planning Board met with the applicant and engineer Kameron Campbell of Decelle Burke, reviewed the modifications to the project and voted 4-0-0 **TO RECOMMEND** approval based upon the plans submitted and the requirements in this report.

The Board found that there would be no significant impact to traffic circulation on Mill Street based on the traffic analysis and comparison with larger residential projects under construction. There are no recommendations for mitigation.

The Board understands that there will be an impact to the wildlife in the area as in any construction

project. Previously approved projects under UCTD zoning with greater land impacts did not require mitigation and, as such, does not recommend any for the Mill Street project.

The Planning Board recommends the following items be required of the project:

1. The HOA Agreement shall reflect the private pickup of trash and dumpsters are not required.
2. Lampposts at the rear of each unit shall be connected to the project's lighting system and on automatically each night for public safety in lieu of streetlights.
3. The fire hydrant location shall meet the requirements of Randolph Fire Department.
4. The transformer shall be enclosed by fencing.
5. "No Parking" signs shall be installed along the drive aisle at no more than 100ft intervals for public safety.
6. All walkway areas shall be constructed with patio blocks or equal.
7. No snow storage shall be permitted in the common area. Excess snow is to be moved off site by the property manager to maintain public safety access and egress.

The Board notes that the plan requires waivers that may be issued by the Town Council and recommends they be approved. Given that the applicant has committed to providing nine (9) units of income restricted homes limited to first-time homebuyers, which would be included in the town's SHI, and the applicant has not requested a bonus density, the waivers represent an acceptable alternative. The Board believes the Town Council can approve the waivers based on precedent set with UCTD approved project. The waivers for the Mill Street project include:

1. **Lot frontage:** 100 ft required, actual frontage 74.7 ft
2. **Maximum lot coverage:** 40%, required; actual is approximately 54%
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 9 total (8 spaces plus 1 handicapped space)
5. **Maximum unit size:** 1,100 sf permitted; actual 1,254 sf for five (5) 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