



PLANNING BOARD MEETING

Tuesday, September 09, 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. 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 6:00 pm.

PRESENT

Alexandra Alexopoulos

Araba Adjei-Koranteng (left at 7:00pm)

Tony Plizga

Peter Taveira

Lou Sahlu (arrived at 6:03pm)

B. Chairperson Comments

C. Approval of Minutes

1. Minutes of 7/22/2025

The Planning Board approved the meeting minutes of July 22, 2025, as presented.

Motion made by Plizga, Seconded by Taveira to adopt the meeting minutes of July 22, 2025.

Voting Yea: Alexopoulos, Adjei-Koranteng, Plizga, Taveira

2. Minutes of 8/12/2025

The Planning Board approved the meeting minutes of August 12, 2025, as presented.

Motion made by Plizga, Seconded by Taveira to approve the meeting minutes of August 12, 2025.

Voting Yea: Alexopoulos, Adjei-Koranteng, Plizga, Taveira

D. Public Speaks

Chairman Plizga opened the Public Speaks portion of the meeting and closed it after hearing no public comments.

E. Public Hearings

1. 6:30 pm - Special Permit Continuation - North Street Proposed Two-Family

Chairman Plizga opened the Public Hearing continuation for the Special Permit for a proposed two-family on North Street. Chairman Plizga stated that the public comment portion of this hearing was closed; however, he would allow a few questions from the audience as a courtesy.

The Planning Director, Michelle Tyler, stated that at the last meeting, the Planning Board requested modifications to the site plan and additional notations to the plan. Mrs. Tyler received the updated plans from Engineer Chi Man that addressed driveway widths and access, landscaping along the property line between the adjacent Braintree property and an updated dimensional table. Attorney Kevin Reilly was present on behalf of the owner, Mr. Kazakis.

Chairman Plizga asked to called up Sheet C-1 of the plans to review with Attorney Reilly.

Attorney Reilly stated that the plans now show a number of plantings along the Braintree property line in response to the abutting property manager's concerns about privacy at the condominium complex. The plantings and retaining wall will address the contour/grading concerns and establish a shield between the properties. Per the Board's request, the driveway dimensions were added to the plans and the layout was reworked for a better flow that addresses concerns about backing out onto North Street. Mature trees at the rear of the property were preserved, and the dimensional table was updated. A collection basin was added to the rear of the patio to mitigate the amount of surface flow.

Chairman Plizga noticed that the maximum lot coverage calculation of 14.93% noted on the plan was incorrect, it should actually be 18.2%. Since it is under the 20% maximum, there is no need to change it on the plan, just noted for the record.

Chairman Plizga opened the hearing up to Planning Board members for questions or comments.

Member Taveira asked about the bus stop that was nearby and if it impacted this project. Mrs. Tyler stated that it will remain where it is, located in the public right-of-way.

Member Alexopoulos asked about the connecting piece between the driveways. Chairman Plizga stated that it was added to provide a turnaround so you can drive out of the driveway.

There were no further questions from the Board.

Before making a motion, Chairman Plizga read through the criteria for a Special Permit, making note that all the criteria have been met.

Motion made by Plizga, Seconded by Alexopoulos, to grant a special permit to the proposed two-family duplex on North Street, as indicated on the Hardy & Man Design Group drawings C-1 and C-2 dated August 7, 2025, subject to the typical or standard site maintenance conditions during construction.

Voting Yea: Alexopoulos, Adjei-Koranteng, Plizga, Taveira, Sahl

Mrs. Tyler will file the decision with the Town Clerk within 14 days, which will initiate a 20-day appeal period.

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

Voting Yea: Alexopoulos, Adjei-Koranteng, Plizga, Taveira, Sahl

F. Old/Unfinished Business

None

G. New Business

1. Zoning Ordinance Update - Request for referral to Town Council

Chairman Plizga asked the Planning Director, Michelle Tyler, to go over some minor additional changes to the draft of the Zoning Ordinance update. The final draft will be recommended for adoption by the Town Council and go out to print for the Planning Board and Council members to receive hard copies before the Town Council public hearing.

Chairman Plizga recommended that the Board review the document by each article.

Article 1. Purpose and Authority

Mrs. Tyler stated there were no substantive changes from the last draft. There are some cross references that need updating.

There were no Board comments on Article 1.

Article 2. Definitions

The definition for *structural alteration* was removed since it was not referenced anywhere else in Zoning.

Member Adjei-Koranteng asked previously about adding *Adult Daycare* to definitions. Mrs. Tyler explained that adult daycares are referenced in State Code, so the committee did not feel it was necessary to add it.

ATM - a definition for standalone *ATMs* was added.

Extended Stay Hotel definition was deleted and relocated under lodging types.

Food and Beverage Cart definition was deleted. There is an intent by the Assistant Town Manager to have this pulled out of Zoning and moved to the Licensing Board.

Mrs. Tyler noted that there were no other substantive changes.

Member Taveira had a question about the definition *abut* and if it would also include a river or a stream?

ABUT

To touch; be contiguous; border on; without intervening land.

Mrs. Tyler responded yes, and that is usually referenced in other part of Zoning if a parcel of land is bisected by a river or a stream.

Member Alexopoulos noticed that *Motor Vehicle Fueling Station* does not make reference to Electrical Vehicle charging stations. Mrs. Tyler noted that there is a whole separate Zoning article dedicated to it. Chairman Plizga pointed out there is a definition for *Electrical Vehicle Charging Stations* further on.

Article 3. Establishment of Districts

Under Residential Districts, Mrs. Tyler explained that with some of the changes in permitted uses, it made sense to change Residential Single Family High Density and Single Family Medium Density to Residential Medium Density District (RMDD) and Residential High Density District (RHDD).

The Zoning Map amendments recently approved have been added to the Zoning Ordinance and to GIS.

Article 4. Use Regulations

In the Table of Uses, under *Residential Uses*:

Lodging Bed and Breakfast needs to be alphabetized.

Mrs. Tyler noted they added where two-families are permitted in the residential districts. And, deleted Housing Authority Multi-family Homes as a use in the district.

Commercial uses:

Deleted food and beverage carts, as the Assistant Town Manager is looking at making a modification to Licensing Board.

Industrial and Manufacturing uses:

Under *Printing and Publishing Large and Small*; clarified the reference to large and small by square foot in the table of uses.

There was a request to change *Golf Courses, Driving Ranges, Miniature Golf* permitted in Crawford Square to require a special permit.

Exhibition and Convention Halls: Mrs. Tyler polled the Board to if they felt *Exhibition and Convention Halls* need a special permit from the Planning Board or simply site plan and design review in Blue Hill River Highway District (North Randolph), Great Bear Swamp Highway District (Mazzeo Drive), and the Industrial District (sporadic throughout Town). Chairman Plizga asked the difference in process between the two. Mrs. Tyler stated special permit runs with the land and the decision would be recorded at the Registry of Deeds. Any modifications require a public hearing. Site plan and design review would review the project, but the decision would not need to be recorded or necessarily run with the land.

Chairman Plizga has no objection to only requiring a site plan and design review. Members Alexopoulos, Adjei-Koranteng, and Sahlu are in favor of only a site plan and design review. Member Taveira prefers a Special Permit. Chairman Plizga will change it to site plan and design review, for now.

Car Washes: there are two districts listed where one requires a special permit by the Planning Board and the other district requires a special permit by the Town Council. Mrs. Tyler noted that the committee recommended that it only be from one Special Permit Granting Authority, which is the Planning Board.

Article 5. Dimensional Regulations

No changes have been made to Article 5 from the last draft, except for the addition of a sub-note stating that businesses in Crawford Square on North Main Street have no front yard set-backs. The buildings are meant to be up to the sidewalk in that district.

Residential High Density District (RHDD) - dimensional requirements for Single Family, Two-Family and Townhouse are broken out separately.

Chairman Plizga noted that they kept the Townhouse at two-stories and 32 feet, which was voted at the last meeting.

Blue Hill River Highway District (west of Rt. 28) - there was a change to the building height from 6 stories, 75 feet to 8 stories, 90 feet. Mrs. Tyler noted that the Fire Department was consulted for this update.

5.2 Frontage - The Board made a change at the last meeting to reduce the minimum frontage for a single family dwelling down from 85 feet to no less than 60 feet and leave the minimum frontage for two-families at no less than 85 feet. This draft did not state 85 feet for Two Families. Chairman Plizga requested that it be added back.

Article 6. Nonconforming Uses, Structures, and Lots

Mrs. Tyler stated that there were no changes to this section at all from the last draft.

Article 7. Off-Street Parking

There was a change in the *Table of Required Parking Spaces* in a category listed from *Hotel/Motel* to *Lodging, Temporary*.

Article 8. Signs

Mrs. Tyler stated that the changes since the Board last met include:

Service Island Canopy

The Service Island Canopy category did not have any districts assigned to it. Mrs. Tyler recommended to the Board that they be allowed in business districts: Core, Business 1, Business 2, Highway, or Industrial Districts. Mrs. Tyler pointed out there is one pre-existing non-conforming service station in CORE, presently. Service Island Canopies are for fueling stations only.

For clarification, Mrs. Tyler pointed out that this is in reference to the sign on the service island canopy, not the canopy itself.

Chairman Plizga was not sure he would like to see canopies in Crawford Square Business District (Core) with signs on it.

Mrs. Tyler amended her recommendation to eliminate Core and include only Business 1, Business 2, Highway, and Industrial districts.

Member Taveira asked if this includes EV Charging Stations. Mrs. Tyler stated EV Charging stations are classified separately in zoning.

Electronic Display Signs:

The maximum square footage for sign area changed to 16 square feet.

Pylon Signs:

The size regulations have been broken out by district. Each pylon sign needs to have a planter or landscaped area beneath it of 100 square feet.

Mrs. Tyler recommends adding language under Special Provision which mimics what the Town has in zoning for directory signs that limits the signs to a uniform color scheme. This will allow the owner to change out the sign panel for new tenants without having to pay for a sign permit, as long as the sign panel is in the same approved color scheme.

Member Adjei-Koranteng asked how this impact businesses with trademark logos/signs. Mrs. Tyler stated that they would be able to use their logos/signs, but they would need to be in the approved color scheme. Then, the sign on the building itself could be in the trademark/corporate colors. The multi-tenant (pylon) sign panel would be in the approved color scheme.

Member Alexopoulos asked for the proposed language. Mrs. Tyler stated the proposed language, as follows:

A master sign plan with color scheme is required. No additional permit is required for new tenant panels in compliance with the approved master sign plan.

Chairman Plizga asked the Board if they had any objections. The Board had no objections to the addition of the proposed language under Special Provisions.

Member Taveira asked about temporary signs and if the Board should be thinking ahead to add language for things like drones that could project images onto a building. Mrs. Tyler stated that if it is not listed in the zoning, then it is not permitted. Chairman Plizga wondered if something should be added for greater flexibility on temporary signs by leaving it to the discretion of the Building Commissioner or Planning Director. Mrs. Tyler stated no because then approvals become too subjective and could cause litigation.

Article 9. Special Regulations

Mrs. Tyler stated that the only changes to Article 9 since the last meeting were administrative.

There was a minor change to section 9.3 Wireless Communication Facilities by making a change from wireless small cell facilities equipment to *wireless small cell equipment*, throughout. Characterizing is as facilities no longer made sense since this is equipment that gets installed on utility poles for wireless access.

Member Alexopoulos asked if we have Battery Exchange Stations/Storage Facilities included in the Zoning. Mrs. Tyler stated that the Zoning for EV Charging stations has not changed since it was adopted. Facilities like that would have to meet criteria for safety and could be denied based on the location. Mrs. Tyler noted that if it is not referenced in the Zoning it is not permitted.

Article 10. Overlay and Special Districts

Mrs. Tyler noted the major change to this section was to eliminate Plan Review Authority (PRA), which in current Zoning is a cross-functional, non-regulatory advisory committee to the Special Permit Granting Authority. Instead, these projects would be reviewed by the Planning Board and comprehensive report would be provided to Town Council as the Special Permit Granting Authority. It also stipulates that if the Town Council disagrees with the Planning Board's findings, they must specify why in writing.

Article 11. Administration and Enforcement

Article 11 remained unchanged other than some of terms that the Town Attorney wanted to make sure were consistent with the Town Charter. The edits were related to language rather than substantive content.

Motion made by Plizga, Seconded by Alexopoulos to refer the Zoning Ordinance tonight including the various edits discussed this evening to Town Council.

Voting Yea: Alexopoulos, Plizga, Taveira, Sahlu

Chairman Plizga thanked the Planning Director, Michelle Tyler, for her hard work on this project.

Mrs. Tyler stated the updated draft Zoning Ordinance approved tonight will be referred to Town Council at their meeting on September 29, 2025. The Town Council will refer it back to the Planning Board for a public hearing on October 14, 2025. It will then go back to the Town Council for a public hearing and adoption, hopefully sometime in November of this year.

H. Staff Report

Lantana Property/Scanlon Drive

Mrs. Tyler has participated in some pre-application meetings and anticipates having a plan set before the Board toward the end of the year. Mrs. Tyler suggested that they file for their stormwater permit, as that can be a timely process. They still need to file with Norfolk

County to have a portion of High Street discontinued. There will be an ANR to move some lot lines as well.

Member Taveria asked if it was the same team. Mrs. Tyler stated it is a different property owner.

Release of Covenant - Ayers Drive

Mrs. Tyler will be asking the Board to release a covenant for Ayers Drive that dates back to 1981 related to the private road. Mrs. Tyler requested they add Cape Cod berm to the road and complete the radius/cul-de-sac. If the work is complete, the Board will be asked to sign off on the covenant release.

Mark Terrace/Ledgeview Estates

Ledgeview Estates will be discussed at the next meeting related to a possible recission. The owners have been doing some engineering which indicates they may be looking to develop the property.

House Bill to Increase Multi-family Units

There are several Bills in the House to increase housing density as of right. And, one that offers financial incentives to communities for creating "Starter Home" districts.

I. Board Comments

None

J. Adjournment

Upcoming Meeting Dates

September 23

October 14 and 28

November 18

December 2 and 16

The meeting adjourned at 7:25pm.