



# PLANNING BOARD MEETING

Tuesday, September 13, 2022 at 6:00 PM

Town Hall - 41 South Main Street Randolph, MA 02368

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## MINUTES

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In accordance with Governor Baker's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, relating to the 2020 COVID 19 emergency, the Planning Board shall meet remotely to avoid group congregation.

### A. Call to Order - Roll Call

Meeting called to order at 6:01pm

### B. Chairperson Comments

Chairperson notes that the Town is now providing the next does of Pfizer vaccines. Residents may walk-in or schedule an appointment.

### C. Approval of Minutes

#### 1. Minutes of 8-23-22

Minutes reviewed and amended for typographical errors

Motion made by Alexopoulos, Seconded by Santos.

Voting Yea: Alexopoulos, Monteiro, Plizga, Santos, Taveira

### D. Public Speaks

None

### E. Public Hearings

#### 1. Request for In-law Apartment at 40 Michael Road

Property owner Danielle Staruk, project agent Keith Hinzman of KWH Design, Inc. Also present are the property owner's parents.

Request is for an addition to the residence at 40 Michael Road to create an in-law apartment. Abutter notices were mailed, legal notices were posted. The hearing was actually opened on 9/13/22 but, due to an error in mailing abutter notices, was not read or discussed and continued to this meeting.

Board member Peter Taveira discloses that he is an abutter to the proposed project and that while he doesn't feel he is close enough to be affected by the proposal, he recuses himself from discussion and voting.

Keith Hinzman provides an overview of the single family residence with proposed addition to contain an inlaw suite.

Danielle Staruk (owner) has lived in Randolph for 2 years and looking forward to expanding their home to allow her parents to reside with them.

Chairman Plizga reviews the minimum requirements for the inlaw apartment as specified in zoning and confirms that the proposed project meets them all.

Chairman Plizga opened the hearing to public comments.

Manuel Andrade of 894 North Main Street spoke in favor of the proposal but wonders why there is a limitation to only one bedroom. The chairman requested the Planner provide the background on the zoning laws that specify the maximum spaces permitted in an inlaw apartment.

The Planning Board reviewed the plans submitted and clarified that there is no basement, that one existing window will be sheet rocked close but sufficient egress remains. The applicant confirms that the stairway between the two units will remain unlocked to ensure a means of egress from the inlaw suite. The Board notes that there are very minor changes to lot coverage and that they are small enough for the Board to make approval for the project.

Motion made by Plizga, Seconded by Monteiro to approve the inlaw apartment at 40 Michael Road based on the plan set that includes pages PP-1 dated 7-19-22, A151 dated 8-3-22 and CS1.1 dated 8-3-22  
Voting Yea: Alexopoulos, Monteiro, Plizga, Santos  
Voting Abstaining: Taveira

The property owner and Deb Wise (parent) thanked the Planning Board for their timely review and easy process.

Motion to close the public hearing made by Alexopoulos, seconded by Santos.

Voting Yea: Alexopoulos, Monteiro, Plizga, Santos

## **F. Old/Unfinished Business**

### **1. Master Plan Review of Objectives**

Lengthy discussion about whether the Board should consider proposing zoning language to accommodate Electric Vehicle Service Equipment (EVSE). Language could be incorporated as minimum requirements for large scale commercial and

residential projects. Language could be developed that permits EVSE surface parking lots. The state offers significant financial incentives for installing EVSE (private and public) so best for the Town to have language in place to manage locations and requirements.

A request was made for the Planner to see if the Principal Assessor maintains data on EV's through motor vehicle excise tax records.

Members Taveira and Santos will work together to develop draft regulations for discussion at an upcoming working meeting.

Discussion about the Economic Development objectives outlined in the Master Plan. The Board requested the Planner connect with the new Chamber of Commerce to serve as the government liaison and understand how we can work together to support local businesses and business development.

Additional discussion about vacant commercial properties, how they're identified, tracked and how the Planning Department works with potential tenants and/or purchasers of commercial property. The Board questioned whether there should be a database of information shared among departments and/or available to the public. Planner reviewed the vacant/abandoned property process in place with Code Enforcement. The Board discussed the Town's role in eminent domain versus the Redevelopment Authority role in eminent domain.

Additional discussion on how past and current zoning may lead to "underutilized parcels" due to the amount of parking that's required or other zoning considerations.

Planner indicates that some years back, a Guide to Business Development in Randolph was started. It is in draft form and waiting for completion at some point. This would help potential business owners and meet the objectives in the Economic Development section of the Master Plan.

Discussion about the Redevelopment Authority's Urban Renewal Plan for Crawford Square and how that might address some of the economic development objectives.

The Board discussed mixed-use and potential modifications to zoning relative to square footage of commercial space vs. residential or establishing a percent threshold. The Board will discuss in a working meeting on 9/27/22.

The Board discussed the Comprehensive Master Plan that was updated in 2017 and what might be an appropriate year to consider an update.

The Planner discussed hiring an outside firm to conduct a zoning analysis to identify the conflicts within the Town's zoning - as there are many. Also to identify where our zoning may not align with state or federal law. The Planner will obtain price quotes for discussion at a later point.

Member Santos led a discussion about community gardens, CSA's and/or other types of agriculture that could support food access for residents for future consideration.

## **G. New Business**

1. 19 Highland Landscape Plan

Applicant requested postponement while plans are revised based on feedback provided by the Planner. Items to be addressed include the rooftop vent for the restaurant, details about the refrigeration units, details on the retaining wall and the overall landscaping plan. Anticipated date to return is 9/27/22

PRESENT

Alexandra Alexopoulos  
Steve Monteiro  
Tony Plizga  
Nereyda Santos  
Peter Taveira

2. Proposed Zoning Amendment related to setbacks per discussion with Historic Commission

Reviewed text previously discussed by the Board and with the Historical Commission. Agreement by both groups to forward to Town Council to initiate the formal process. Request to the Planner to create a cover memo indicating that the proposed amendment is as a result of review of the Master Plan.

Motion made by Alexopoulos, Seconded by Taveira.  
Voting Yea: Alexopoulos, Monteiro, Plizga, Santos, Taveira

3. Proposed amendment to demolition delay ordinance

Reviewed previous discussion held by the Board and with the Historical Commission. The Historical Commission subsequently met separately from the Planning Board and concur that changing the threshold for demolition from 100 years to 50 years would have a major impact on residents. The recommendation is to retain the threshold at 100 years BUT to increase the time for obtaining a demolition permit (the delay) from six months to nine months. Agreement by both groups to forward to Town Council to initiate the formal process. Request to the Planner to create a cover memo indicating that the proposed amendment is as a result of review of the Master Plan.

Motion made by Alexopoulos, Seconded by Taveira.  
Voting Yea: Alexopoulos, Monteiro, Plizga, Santos, Taveira

## H. Staff Report

Planner notes that the DPW is working on submission to the state for Complete Streets. The review of proposed improvements to roads, sidewalks and intersections is being conducted by BETA Group and evaluated by DPW, Planning and the Town Manager as the first pass.

New GIS Coordinator hired for the Town. Danica Cucchi has experience in GIS from the Town of Franklin and will take on the role full time in Randolph. She will be located in the Engineering Office.

**I. Board Comments**

**J. Adjournment**

Notification of Upcoming Meeting Dates

9-27-22

10-11-22

10-25-22

11-15-22

11-29-22

12-13-22

Meeting adjourned at 7:41pm