



PLANNING BOARD MEETING

Tuesday, November 18, 2025 at 6:00 PM

Town Hall - 41 South Main Street Randolph, MA 02368

AGENDA

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

B. Chairperson Comments

C. Approval of Minutes

1. Minutes of 10/28/2025

D. Public Speaks

E. Public Hearings

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

F. New Business

1. Planning Board Fee Review

2. 2026 Planning Board Meeting Schedule

G. Staff Report

*Active Subdivision Review

*Active Project Review

*Upcoming Projects

H. Board Comments

I. Adjournment

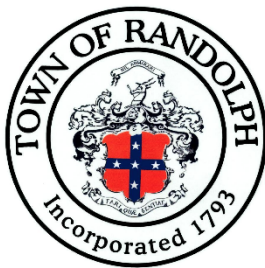
Upcoming Meeting Dates

December 2

December 16

File Attachments for Item:

1. Minutes of 10/28/2025



PLANNING BOARD MEETING

Tuesday, October 28, 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 6:03 pm.

PRESENT

Alexandra Alexopoulos
Araba Adjei-Koranteng
Tony Plizga
Peter Taveira
Lou Sahl

B. Chairperson Comments

None

C. Approval of Minutes

1. Minutes of 10/14/2025

Motion made by Plizga, Seconded by Alexopoulos to approve the meeting minutes of October 14, 2025, as presented.

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

D. Public Speaks

E. Public Hearings

1. 6:15 pm - Town Council Order 2025-070 - to Amend Zoning Map for Various Parcels on Stackpole Ave

Chairman Plizga opened the public hearing for the zoning amendment for various parcels on Stackpole Avenue. Member Adjei Koranteng read the public meeting notice for Town Council Order 2025-070, which was published in the *Patriot Ledger* on October 10 and 17, 2025. Abutter notices were sent by certified mail on October 14, 2025.

The Planning Director Michelle Tyler reported that Councillor Burgess requested a zoning amendment for various parcels on Stackpole Avenue, changing the designation from Residential Single-Family Medium Density to Residential Single-Family High Density which reduces the required parcel size from 16,000 to 12,000 square feet to better align with the surrounding parcels.

Chairman Plizga commented that the change is more consistent with the neighborhood and could potentially allow for more housing.

Chairman Plizga opened the hearing up for public comments and closed it after hearing none.

Motion made by Plizga, Seconded by Adjei-Koranteng to recommend Town Council Order 2025-070 for approval, as presented.

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

Motion Passes 5-0-0

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

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

Motion Passes 5-0-0

F. Old/Unfinished Business

None

G. New Business

1. Subdivision: E Druid Estates - Pett Acres Drive update

Chairman Plizga asked the Planning Director to provide the Board with an overview since the Board last met with the owner on October 8, 2024. Mrs. Tyler reported that at that meeting Mr. Karakostas made known his intent to sell the subdivision and requested more time. A meeting was set for September 2025 and postponed until this evening to consider initiating a public hearing to rescind the subdivision due to inactivity. Mrs. Tyler has not received any communication from Mr. Karakostas indicating his intent for the subdivision.

Mr. Karakostas was present in the audience and stated no progress has been made since the last meeting due to health issues and requested more time. Chairman Plizga agreed to an extension and asked Mr. Karakostas to appear before the Planning Board in April to provide an update, at which time the Board will determine whether to proceed with the recission process. Mrs. Tyler advised Mr. Karakostas to consult with an engineer in the meantime.

H. Staff Report

Active Project Review & Upcoming Projects

Scanlon Drive Update

Mrs. Tyler had originally anticipated having plans completed by the end of the calendar year for the proposed project on both parcels; however, this will likely be delayed until 2026.

The projects at 20 and 34 Scanlon Drive are progressing nicely.

Mrs. Tyler stated that they wanted to make some minor modifications to the DCR parking for the trailhead while still meeting all required criteria.

Planning Residential Development

Mrs. Tyler anticipates a filing for a Planned Residential Development and asked that the Board come up to speed on the zoning, since it will be a first of its kind. The parcel is on Union Street and has already gone before the Historical Commission.

Zoning Amendments

Rear Liberty Street

Mrs. Tyler reported that a zoning amendment hearing is scheduled for November 18 to change the property known as Rear Liberty Street (sheep pasture), owned by Henry Lee, from Medium Density to High Density to better align with surrounding parcels.

Food Truck Vendors and Short-Term Rentals

The Assistant Town Manager, Monica Lamboy, will be introducing some zoning amendments for *Food Truck Vendors* and *Short-term Rentals (Airbnbs)* after the first of the year.

Housing Coordinator

Mrs. Tyler announced that Elijah Mensah will serve as the new Housing Coordinator to help the Town meet affordable and subsidized housing regulations.

I. Board Comments

None

J. Adjournment

Upcoming Meeting Dates
November 18
December 2
December 16

The meeting adjourned at 6:28 pm.

Motion made by Adjei-Koranteng, Seconded by Taveira to adjourn the meeting.
Voting Yea: Alexopoulos, Adjei-Koranteng, Plizga, Taveira, Sahlu

File Attachments for Item:

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

Account Number:	663354
Customer Name:	Randolph Planning Director
Customer Address:	Randolph Planning Director 41 S Main ST Randolph MA 02368-4839
Contact Name:	Jen Austrino
Contact Phone:	781-437-4560
Contact Email:	jaustrino@randolph-ma.gov
PO Number:	Jennifer Austrino

Date:	10/28/2025
Order Number:	11791191
Prepayment Amount:	\$ 0.00

Column Count:	1.0000
Line Count:	40.0000
Height in Inches:	4.1500

Print

Product	#Insertions	Start - End	Category
NEO QUI The Patriot Ledger	2	10/31/2025 - 11/07/2025	Public Notices
NEO wickedlocal.com	2	10/31/2025 - 11/07/2025	Public Notices

As an incentive for customers, we provide a discount off the total order cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and save!

Total Cash Order Confirmation Amount Due	\$122.40
Tax Amount	\$0.00
Service Fee 3.99%	\$4.88
Cash/Check/ACH Discount	-\$4.88
Payment Amount by Cash/Check/ACH	\$122.40
Payment Amount by Credit Card	\$127.28

Order Confirmation Amount	\$122.40
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**Randolph Zoning Ordinance
Amendment****LEGAL NOTICE
PUBLIC HEARING****Council Order: 2025-077**

The Randolph Planning Board will hold a public hearing on Tuesday, November 18, 2025 at 6:00 pm on Town Council Order 2025-077 for a Request for the Town Council to Initiate An Amendment to the Randolph Zoning Ordinance – Chapter 200 of the General Code of the Town of Randolph – To Amend the Zoning Map, Pursuant to M.G.L. ch. 40A, sec. 5 to change the zoning district for the parcel known as Rear Liberty Street, assessor ID 37-A-002 from residential medium density to residential high density. The meeting may be attended in person at Randolph Town Hall, Washington Meeting Room, 41 South Main Street, Randolph or virtually via ZOOM or telephone. The proposed language may be viewed at the office of the Town Clerk during regular business hours. The link to join the meeting is on the Town of Randolph website on the meeting calendar.

AD#11791191

PL 10/31, 11/07/2025

Council Order: 2025-077

Introduced By: James F. Burgess, Jr.

Date: October 20, 2025

Request for the Town Council to Initiate
An Amendment to the Randolph Zoning Ordinance –
Chapter 200 of the General Code of the Town of Randolph –
To Amend the Zoning Map, Pursuant to M.G.L. ch. 40A, sec. 5

ASSESSOR PARCEL ID	LOCATION	CURRENT ZONING	PROPOSED ZONING
37-A-002	Rear Liberty Street	RMDD	RHDD

RMDD = Residential Medium Density District
Minimum parcel size = 16,000 square feet

RHDD = Residential High-Density District
Minimum parcel size = 12,000 square feet

File Attachments for Item:

1. Planning Board Fee Review

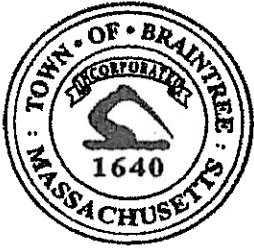
PLANNING BOARD FEE SCHEDULE

(May 2025)

ITEM	FEE
Tier 1 – Administrative Review	\$200
<i>Tier 1 – modification to approved plan</i>	<i>\$100</i>
Tier 2 – Planning Board Review	\$300
<i>Tier 2 – modification to approved plan</i>	<i>\$150</i>
Tier 3 – Planning Board Review	\$500
<i>Tier 3 – modification to approved plan</i>	<i>\$250</i>
Special Permit by Planning Board	\$500 + \$25/1,000 sf (construction) \$500 (use only)
<i>Special Permit – modification to approved plan</i>	<i>\$300</i>
<i>Special Permit - extension</i>	<i>\$250</i>

APPENDIX A - FEE SCHEDULE

<u>ITEM</u>	<u>AMOUNT</u>	<u>DESCRIPTION</u>
Approval Not Required	Town Fee: \$250 + \$250 per lot	Town fee – non-refundable
Preliminary Subdivision – residential	Town Fee: \$500 plus \$100 per lot	Town fee – non-refundable
Preliminary Subdivision – commercial	Town Fee: \$1,000 plus \$100 per lot	Town fee – non-refundable
Definitive Subdivision – residential	Town Fee: \$2,000 plus \$300 per new and existing lot	Town fee – non-refundable
Definitive Subdivision – residential (if preliminary plan was provided)	Town Fee: \$1,500 plus \$300 per new and existing lot Peer review fee: \$3,000 initial deposit	Peer review – refundable
Definitive Subdivision – commercial	Town Fee: \$4,000 plus \$500 per new and existing lot Peer Review Fee: \$4,500 initial deposit	Town fee – non-refundable Peer review – refundable
Modification of a Definitive Plan – minor	Town Fee: \$500	Town fee – non-refundable
Modification of a Definitive Plan – major	Town Fee: \$1,000 Peer review fee: \$2,500 initial deposit	Town fee – non-refundable Peer review – refundable
Lot Releases	\$100 per request + \$10 per lot requested	Town fee – non-refundable
As-Built Plan Fee – Residential	\$5,000 or \$1,000 per lot (whichever is greater)	Refundable
As-Built Plan Fee – Commercial	\$5,000 or \$2,000 per lot (whichever is greater)	Refundable



Charles C. Kokoros
Mayor

Department of Planning and Community Development
1 JFK Memorial Drive – Braintree, Massachusetts 02184
Braintree, Massachusetts 02184
Phone: 781-794-8230

Section F, Item 1.

Fee Schedule

Braintree Planning Board/Special Permit Granting Authority

The Fee represents the total gross floor area of all additions, new structures or additional stories and shall include all accessory structures. No credit can be discounted from the fee for structures or portions thereof that are being demolished. For unit calculations, it shall be based on the total number of new or substantially rehabilitated units in a project or within a site. Any questions regarding the basic fee shall be decided by the Planning Board/Special Permit Granting Authority.

RESIDENTIAL DEVELOPMENT:

1-2Units	Flat Fee	\$ 200.00
3 - 10 Units	\$350 per unit	Maximum of \$3,500.00
11 - 50 Units	\$3,500 plus \$275 per unit for each unit over 10 units	Maximum of \$14,500.00
51 - 100 Units	\$14,500 plus \$200 per unit for each unit over 50 units	Maximum of \$24,500.00
101+Units	\$24,500 plus \$100 per unit for each unit over 100 units	No Maximum Fee

COMMERCIAL/BUSINESS DEVELOPMENT:

1 - 1,500 Square Feet	\$0.25 per Sq. Ft.	Maximum of \$375.00
1,501 - 5,000 Square Feet	\$0.40 per Sq. Ft.	Maximum of \$2,000.00
5,001 - 10,000 Square Feet	\$2,000 plus \$0.50 per Sq. Ft. for each Sq. Ft. over 5,000 Sq. Ft.	Maximum of \$4,500.00
10,001 - 50,000 Square Feet	\$4,500 plus \$0.25 per Sq. Ft. for each Sq. Ft. over 10,000 Sq. Ft.	Maximum of \$14,500.00
50,001 - 100,000 Square Feet	\$14,500 plus \$0.15 per Sq. Ft. for each Sq. Ft. over 50,000 Sq. Ft.	Maximum of \$22,000.00
100,001+ Square Feet	\$22,000 plus \$0.10 per Sq. Ft. for each Sq. Ft. over 100,000 Sq. Ft.	No Maximum Fee

USE SPECIAL PERMIT

No Construction	Flat Fee	\$375.00
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APPLICATIONS NOT INVOLVING CONSTRUCTION OF STRUCTURES

(ie) Grading Permits, Floodplain without Construction or Watershed Protection Overlay Paving Projects

There is a Base Fee of \$300 plus \$0.05 per Square Foot of pavement or disturbed area

No Maximum Fee

REPETITIVE PETITION

$$\$300 + (0.05 * 8,137 \text{ SF}) = \$706.85$$

\$2,000.00

WIRELESS COMMUNICATION TOWER*

\$5,000.00

* For indoor or building mounted links, please consult with the Department of Inspections.



Town of Milton Planning Board Fee Schedule (as of 4/1/2004)

Town of Milton Planning Board
Town Hall Offices
525 Canton Avenue
Milton, MA 02186
617-898-4847

From the *Rules and Regulations of the Planning Board of Milton.*

Filing Fees

Filing fees are to be used for the reasonable costs incurred during the filing and plan review period including secretarial, engineering, surveying and professional plan review.

In addition to the filing fee, the applicant shall pay for advertising and notification costs associated with public hearings, if any.

- Approval Not Required Plans - Applications shall be accompanied by a filing fee of \$500.00 per plan plus \$500.00 for each buildable lot shown on the plan.
- Preliminary Subdivision Plans - Applications shall be accompanied by a filing fee of \$500.00 per plan plus \$100.00 for each parcel shown.
- Definitive Subdivision Plans - Applications shall be accompanied by a filing fee of \$2,000 per plan plus \$300 for each parcel shown, minus any fees associated with its preliminary plan, provided said plan was approved in the seven-month period preceding the filing of the Definitive Plan.
- Lot Releases - Applications shall be accompanied by a filing fee of \$100 per lot.
- Modification, Amendment or Rescission - A filing fee of \$250 shall accompany applications for modifications, amendments or rescissions to Definitive Plans, Site Plan Approvals or Special Permits.
- Site Plan Approval - Applications shall be accompanied by a filing fee of \$500 per plan plus \$0.10 per square foot of the gross floor area of either the proposed building (in the case of new construction) or both the existing building plus the proposed addition(s) as shown on the submitted site plan.
- Scenic Roads - Applications shall be accompanied by a filing fee of \$200.
- Special Permits - A filing fee of \$2,000 plus \$200 per dwelling unit shall accompany applications for a Special Permit.



TOWN OF STOUGHTON

MASSACHUSETTS, 02072

PLANNING BOARD

TOWN HALL
10 PEARL STREET
TELEPHONE: (781) 341-1300
FAX: (781) 341-1086

STOUGHTON PLANNING BOARD RULES & REGULATIONS GOVERNING FEES AND FEE SCHEDULES

ADOPTED SEPTEMBER 11, 2008
REVISED MARCH 23, 2017

SECTION 1. INTRODUCTION

Purpose. These regulations and fee schedules have been adopted, pursuant to G.L. C. 41 81Q and G.L. c. 40A, s.9, to produce a more equitable schedule of fees which more accurately reflects the costs of technical and legal review and long term impact of applications to the Planning Board; to adopt the procedures offered by G.L. c. 44, s. 53G; to establish a review procedure in the selection of consultants; and to promote more informed decision-making by the Planning Board.

Applicability. This schedule supersedes all previous schedules as they may have appeared in the Stoughton Rules and Regulations for the Subdivision of Land, Site Plan Review Regulations, Special Permits and any listings which may have been compiled from time for the benefit of applicants.

SECTION 2. FEE STRUCTURES AND REGULATIONS

General. The Planning Board shall impose reasonable fees for the review of the application which come before it. The Planning Board may impose Application Fees and Project Review Fees as may be applicable to the types of applications set forth below.

SECTION 3. APPLICATION FEES

Applicability. An Application Fee shall be assessed to offset the expense of the review by the Planning Board, its office, and Town Staff with regard to all applications set forth in Section 3.3, below.

Schedule of Application Fees. The following schedule applies to the types of applications to the Planning Board set forth below.

Table 3.1: Application Fees

Category	Application Fee
Approval Not Required (ANR) Plans	\$100, plus \$100 for each resulting lot
Preliminary Subdivision Plan	\$750 or \$2/linear ft of roadway, whichever is less
Definitive Subdivision Plan	\$2,500 when no Preliminary Plan is submitted, \$1,500 when Preliminary Plan is submitted
Modification to Definitive Plan	\$500 plus \$100 for each new or modified building lot, not to exceed \$1,500
Special Permit Application (SCMOUD)	1. \$500 plus \$.10/ square foot of gross building area as determined by zoning by-law.
Special Permit Application (Sign Only)	\$500
Site Plan Review	1. \$500 plus \$.10/ square foot of gross building area as determined by zoning by-law.
	2. Minor Modification to previously approved site plan, \$250.00 plus \$0.10 per square foot of total building gross floor area, not to exceed \$1,500
Scenic Road Application	\$250

Fees for Revised Applications. Where an Application has been submitted and is revised through Planning Board review process, should the revisions cause the necessity to re-advertise the hearing of the application, the Application Fee shall be recalculated based on the revised plans and difference shall be recalculated based on the revised plans and the difference shall be paid for the administration of the application.

Fee Waivers. The Planning Board may waive or reduce the Application Fee, if, in the opinion of the Board, extraordinary circumstances exist regarding the subject property or the applicant.

Refund. Once the application has been processed, the Planning Board shall not refund Application Fees, including the case of withdrawal of the application by the applicant.

SECTION 4. PROJECT REVIEW FEES

Applicability. In addition to an Application Fee, the Planning Board shall impose a Project Review Fee. A Technical Engineering Review performed by the Engineering Department is required for all projects that require approval by the Planning Board. In addition to the Technical Engineering Review by the Engineering Department, the Board may engage other engineers, planners, lawyers, designers, or other appropriate professionals able to assist the Board and to ensure compliance with all relevant laws, by-laws and regulations.

Submittal. Project Review Fees shall be submitted at the time of the submittal of the application. Any Project Review fee collected for the hiring of outside consultants shall be deposited in an account established pursuant to G.L. c. 44, s. 53G. Any application filed without this fee shall be deemed incomplete and no review work shall commence until the fee has been paid in full and the Board receives collected funds.

Schedule of Technical Project Review Fees performed by the Engineering Department. The following table shall be used to calculate the Engineering Department Technical Project Review Fee. The review fee includes two follow-up reviews for plan and document revisions. This table shall not be used to calculate review fees for outside consultants. Additional fees may be required where the Board determines the hiring of outside consultants is required.

Table 4.1: Technical Engineering Review Fees performed by the Engineering Dept.

SITE PLAN REVIEW/SPECIAL PERMIT – PROJECT REVIEW FEES		
A. Residential Use	Units	Review Fee
	0-10	500
	10-20	750
	20-50	1,500
	50-100	2,000
	>100	2,500
B. Building Size	Gross Floor Area (GFA)	Review Fee
	0-5,000	500
	5,000 -10,000	750
	10,000 - 30,000	1000
	30,000 - 50,000	1250
	50,000-100,000	1,500
	>100,000	2,000
C. Required Parking Spaces	# Spaces	Review Fee
	0-10	500
	10-20	750
	20-50	1000
	50-100	1500
	100-300	2,500
	>300	3,000
D. Drainage Analysis Required	Required	Review Fee
	Yes	500
	No	0
E. Drive-thru Facility	Proposed	Review Fee
	Yes	1,000
	No	0
SUBDIVISION -PROJECT REVIEW FEES		
Approval Not Required (ANR)	\$100/resulting lot	
Preliminary Plans	\$750 minimum or \$100/lot whichever is greater	
Definitive Plans w/ no Preliminary Approval	\$1,000 plus \$5.00/ linear foot of roadway, or \$3,000 whichever is less	
Definitive Plans w/ Preliminary Approval	\$1,000 plus \$3.00/ linear foot of roadway, or \$3,000 whichever is less	
OTHER - PROJECT REVIEW FEES		
Minor Modification to Site Plan	\$500 plus \$0.10 per square foot of building	
Scenic Road Application	\$250	
Sign Special Permit Only	\$250	

Calculation of Project Review Fee. The Total Technical Project Review Fee performed by the Engineering Department is to be calculated by adding the applicable fees from A, B, C, D, E categories as depicted in Table 4.1. The minimum Technical Project Review Fee for any project that requires Site Plan Review Approval is \$500.

Project Review Fee Waivers. The Planning Board may waive or reduce the Technical Engineering Review Fee by the Engineering Department, if, in the opinion of the Board and Town Engineer, extraordinary circumstances exist regarding the subject property or the applicant.

Replenishment. In cases where the Town hires an outside consultant, when the balance of an applicant's 53G Account falls below 25% of the initial Project Review, the Planning Board shall consider whether to require a supplemental Project Review Fee to cover the remaining project review. If required, review will not continue until said addition fee is paid and the Board receives collected funds.

Handling of Project Review Fees for Outside Consultants. The Project Review Fee is to be deposited into a special account as set forth in G.L. c.44 s. 53G.

- A. Consultants retained by the Planning Board to assist in the review of an application shall be paid from this account.
- B. Project Review Fees shall be turned over to the Treasurer by the Planning Board for deposit into a 53G Account.
- C. A copy of the latest statement from the banking institution handling the 53G account showing collected funds shall be forwarded from the office of the Town Treasurer to the Planning Board office as soon as it is received for timely and accurate accounting.
- D. The Town Accountant shall prepare a report on activity in the 53G Account at least on an annual basis or more often, as requested by the Planning Board.
 1. This report shall be submitted to the Selectmen for their review.
 2. This report shall be printed in the Annual Report for the Town of Stoughton.
- E. An accounting of an applicant's funds held in the 53G Account may be requested by the applicant at any time.
 1. The Planning Board shall respond to the request in a timely fashion.
 2. This accounting shall include the following information:
 - a. The latest statement for the banking institution handling the account, which should include an accurate accumulated interest portion to the closing date of the statement if such statements are subdivided into individual applicants' accounts. Otherwise, a statement of principal and interest, prepared by the Planning Board office, based on the latest statement from the banking institution.
 - b. A report of all checks authorized for the issuance since that last banking statement.
- F. An applicant may request an estimate of bills pending from consultants for work completed, or in progress, but not yet invoiced.
- G. Remaining fees in the 53G Account, including accumulated interest, shall be returned to the applicant or the applicant's successor in interest, at the conclusion of the review process, as defined below. For the purpose of this Section, any person or entity claiming to be an applicant's successor in interest shall provide the Board with documentation establishing such interest.

1. With the approval or disapproval of a Preliminary Subdivision Plan
2. With the disapproval of a Definitive Subdivision Plan.
3. With the release of the performance band at the end of the construction of an approved Definitive Subdivision Plan.
4. With the final inspection or the approval or disapproval on all other types of applications under the Stoughton Zoning By-law or Subdivision Rules and Regulations, whichever comes later.

Appeal. The choice of the consultant selected by the Planning Board for the review of an application may be appealed in writing to the Board of Selectmen in accordance with General Laws Chapter, 53G.

- A. The Selectmen shall convene a formal hearing within twenty days of receiving a written appeal by an applicant.
- B. Two circumstances may disqualify the selected consultant. These conditions constitute the only grounds for an appeal.
 1. Conflict of interest. A consultant shall not have a financial interest in the project under review, or be in a position to financially benefit in some way from the outcome of the pending review process. Consultants must be in compliance with the Massachusetts Conflict of Interest Law, G.L. c. 268A.
 2. Lack of appropriate Qualifications: A consultant shall possess the minimum required qualifications. The minimum qualifications shall consist of either an educational degree in, or related to, the field at issue or three or more years of practice in the field at issue or a related field.
 3. A record of state or professional sanction exists.
- C. The required time limits for action upon an application by the Planning Board shall be extended by duration of the appeal.
- D. If no decision is rendered by the Board of Selectmen within one month following the filing of the appeal, the selection made by the Planning Board shall stand.
- E. This appeal shall not preclude further judicial review, if otherwise permitted by the law, based on the standards provided for in this Section.

SECTION 5. DELINQUENT ACCOUNTS. The following rules apply to fees owed to the Planning Board by applicants:

Costs of Collection. All costs of collection associated with past due accounts shall be borne by the applicant.

Current Delinquents. All applicants owing fees to the Planning Board at the time of any amendment to these provisions of the regulations shall be sent the following:

- A. A duplicate notice of the amount past due by certified mail Return Receipt Requested.
- B. A copy of the applicable sections of these regulations with all amendments clearly indicated.

- C. For the purpose of this Section there is a 30-day grace period before the commencement of any changes in interest rates or charges.

SECTION 6. REVISION OF FEE SCHEDULES AND REGULATIONS GOVERNING FEES.

Amendment. In its sole discretion the Planning Board may review and revise its regulations and fee schedules, from time to time, as it sees fit:

- A. Amendments shall be preceded by a majority vote of the Board.
- B. Any new regulations or alterations to the fee schedule shall take effect upon filing a copy of the amendments with the Stoughton Town Clerk.
- C. The Planning Board will review its regulations and fee schedule on an annual basis.
 - 1. The Board may waive this provision in any year with a motion carried by a majority of the Board members.

SECTION 7. CONSTRUCTION INSPECTION FEES

After approval of a Definitive Subdivision Plan or a Site Plan, applicants will be required to pay an inspection fee to the Engineering Department to perform periodic site inspections during construction. The intent of these site visits is for the Engineering Department to observe and document construction activities, and report back to the Board periodically with status reports noting any construction changes from the approved plan. This information will help verify the final As-built Drawings supplied by the applicant once the project is constructed and help avoid repeated and costly As-Built Plan submittals from the applicant. Additional fees may be required, if outside consultants are needed to complete a task (i.e. material testing, compaction testing, sieve analysis, traffic signals installation, etc.)

Inspection shall occur at a minimum frequency to verify that underground structures, utilities, paving, grading, lighting, and landscaping are constructed as designed. Larger or more complex project may require additional funds for more extensive or lengthy construction or unforeseen subsoil conditions, inspections by the Engineering Department or outside consultants, as determined by the Board.

The following items require inspection:

- 1. Soil Testing for roadway, drainage, or foundation design purposes (if not done during permitting stage)
- 2. Site Clearing and Erosion/ Sedimentation Control Installation
- 3. Drainage (periodic visits)
 - a. Open Hole for Infiltration Structures/ Detention Basins/ Water Treatment Devices
 - b. Trench and Pipe Bedding

- c. Component and Piping for Infiltration Structures/ Detention Basins/ Water Treatment Devices
- d. Final Backfill for all drainage facilities
- 4. Sewer (periodic visits)
 - a. Trench and Pipe Bedding
 - b. Manhole/ Grease Trap/ Pump Installation
 - c. Connection to existing mains or services
 - d. Testing of Sewer Pipe & Appurtenances if necessary required for all Subdivision Roadways (Video Camera, Air Tests, etc.)
 - e. Final Pump Test
 - f. Final Backfill for all drainage structures
 - g. Ball Test after final backfill.
- 5. Water (periodic visits)
 - a. Trench and Pipe Bedding
 - b. Connection to existing mains or services
 - c. Testing of Water Pipe & Appurtenances if necessary, required for Subdivision Roadways
 - d. Final Backfill
- 6. Grading (random visits to assure correct drainage patterns)
- 7. Subbase material for roadway, parking areas and sidewalk areas if necessary, required for Subdivision Roadways (periodic visits, compaction tests, proctor number and gradation tests)
- 8. Stormwater Pollution Prevention Measures/ Soil Stabilization (periodic visits throughout construction)
- 9. Paving Operation (first day to assist in correct methods then periodic monitoring)
- 10. Pavement markings/ Signage/ Dumpsters (periodic visits)
- 11. Sidewalks/ Wheelchair Ramps (periodic visits)
- 12. Lighting (two visits)
- 13. Landscaping (two visits, one after final as-built plan submitted)
- 14. Construction of Structural walls or other structural items (as needed)
- 15. Miscellaneous Testing (utility, soils, materials, etc.)
- 16. Final As-built Plan Review and Inspection
- 17. And other circumstances as deemed necessary in the sole discretion of the Engineering Department.

The minimum deposit for Site Construction Inspections is as follows:

TABLE 7.1: SITE PLAN CONSTRUCTION INSPECTION FEES

SITE LAND DISTURBANCE	INSPECTION FEE
<1 ACRE	\$1,000
1-3 ACRES	\$1,500
3-10 ACRES	\$2,000
>10 ACRES	\$2,500

TABLE 7.2: SUBDIVISION CONSTRUCTION INSPECTION FEES

LENGTH OF PROPOSED ROADWAY	INSPECTION FEE/ LINEAR FOOT
0-500'	\$1,500
500'-1000'	\$2,000
1,000'-2,000'	\$3,000
>2,000'	\$4,000

Re-inspection costs will be incurred if communication is not clear or timely, or if construction is not in compliance with the approved design or typical standards. Re-inspection costs shall be \$100 per visit and shall be paid prior to the inspection.

Approved by:

FISCAL 25 Commercial Tax Rates

Per \$1,000 of assessed value

Town	Tax Rate
Milton	\$16.94
Canton	\$20.45
Stoughton	\$20.54
Braintree	\$21.28
Randolph	\$22.15
Quincy	\$23.01
Avon	\$27.28

File Attachments for Item:

2. 2026 Planning Board Meeting Schedule

Planning Board

2026 Meeting Schedule

MEETING DATE	FILING DEADLINE
January 13	12-30-2025
January 27	1-13-2026
February 10	1-27-2026
February 24	2-10-2026
March 10	2-24-2026
March 24	3-10-2026
April 14	3-31-2026
April 28	4-14-2026
May 12	4-28-2026
May 26	5-12-2026
June 9	5-26-2026
June 23	6-9-2026
July 14	6-30-2026
August 11	7-28-2026
September 8	8-25-2026
September 22	9-8-2026
October 13	9-29-2026
October 27	10-13-2026
November 10	10-27-2026
November 24	11-10-2026
December 15	12-1-2026

Any project that requires notification to abutters and/or advertising **MUST** be submitted to Planning ***no less than 30 days*** before a scheduled hearing date.

Please consult the Planning Department at 781-961-0936 for assistance.