



PLANNING BOARD MEETING

Tuesday, May 12, 2026 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.

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 4/14/2026

D. Public Speaks

E. Old/Unfinished Business

1. Planned Residential Development Review - Mill Street

2. Introduction to Inclusionary Zoning

3. Introduction to Zoning for Mobile Food Vendors

F. Staff Report

*Active Subdivision Review

*Active Project Review

*Upcoming Projects

G. Board Comments

H. Adjournment

Upcoming Meeting Dates

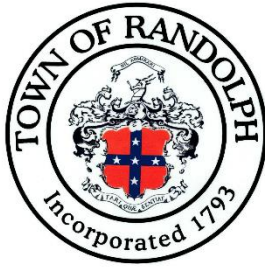
May 26

June 9

June 23

File Attachments for Item:

1. Minutes of 4/14/2026



PLANNING BOARD MEETING

Tuesday, April 14, 2026 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.

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A. Call to Order - Roll Call

Chairman Plizga called the meeting to order at 6:01 pm.

PRESENT

- Alexandra Alexopoulos - arrived at 6:11 pm
- Araba Adjei-Koranteng
- Tony Plizga
- Peter Taveira

ABSENT

- Lou Sahlu

B. Chairperson Comments

None

C. Approval of Minutes

1. Minutes of 3/24/2026

The Planning Board approved the meeting minutes of March 24, 2026, as presented.

Motion made by Plizga, Seconded by Adjei-Koranteng to approve the meeting minutes of March 24, 2026, as presented.

Voting Yea: Adjei-Koranteng, Plizga, Taveira

D. Public Speaks

There were no comments during the public speaks portion of the meeting.

E. New Business

1. Site Plan Review - EV Charging Station at Congregational Church

Chairman Plizga asked Planning Director, Michelle Tyler to summarize the project for a charging station at First Congregational Church. The project came to light following a National Grid utility pole request on Turner Lane. Mrs. Tyler asked the Town Council to delay approval pending Planning Board review. The Town Council approved the pole contingent on-site plan and design review.

Paul Meoni was present on behalf of the First Congregational Church, joined by Joseph Giguere, Senior Project Manager, and Gabriel Andreson, President of Inovis Energy.

Mr. Giguere presented an updated site plan to the Planning Board revising the layout due to the transformer pad's proximity to an existing propane tank, relocating it 75 feet away. The proposal also aims to meet the 10% EV parking requirement. He noted that, per Mr. Meoni, the church lot—historically the town's meeting house and currently maintained and plowed by the Town—also serves fire department staff and library users. He argued that nearby roadside parking for the fire department and former Board of Health Building (1 Turner Lane) should be included in the total count, bringing the site to about 65 spaces and supporting 6 EV spaces to meet requirements.

Mr. Giguere noted that the applicant is requesting a Level 3 charging station. Chairman Plizga stated Level 3 chargers are only permitted in commercial, industrial, or municipal settings and does not consider the site appropriate. Mr. Giguere responded that the church is "commercial exempt," but Mrs. Tyler clarified that no such classification exists; the property is in the Crawford Square Business District with a religious exemption. Mr. Giguere then asked whether an exception could be made based on the shared parking arrangement with the Town.

Chairman Plizga recognized Mr. Meoni, who had raised his hand. Mr. Meoni feels the location and parking is sufficient, citing the church's role as the town's original meeting house and the continued relationship with the town allowing municipal use of the lot which the town plows and maintains, though no written agreement exists despite over 5 years of efforts.

Chairman Plizga said he is not comfortable going to a Level 3. Mrs. Tyler noted that the Planning Board cannot grant waivers from the Zoning Ordinance; only the Zoning Board of Appeals can do so. If it is determined that the religious use of the property is neither commercial, industrial or municipal, the applicant can seek relief with the ZBA.

Chairman Plizga stated that after inspecting the parking area, he found only 42 usable spaces, as some counted by the applicant were restricted or occupied by dumpsters and a shed. He estimated this would allow only 4 EV charging stations, assuming a waiver for Level 3 charging under the 10% maximum parking allocation for EV charging.

Mr. Meoni said many towns now require minimum not a maximum EV parking spaces as gas vehicles are phased out, and he feels this burdens the church and asked for reconsideration. Chairman Plizga said a variance from the ZBA would be required.

Chairman Plizga stated that more detailed plans, including the transformer enclosure are needed before submission to the Fire Department for review. According to Zoning, the site is not suitable for a Level 3 charging station and does not meet parking requirements. Mrs. Tyler noted the Planning Board cannot grant a waiver.

There was a brief discussion related to parking locations.

Mrs. Tyler asked if the site plan was prepared by a surveyor or if it was only a sketch and asked how many spaces are on the church parcel. Mr. Giguere said he will confirm whether it is a land survey and stated the parcel has 46 parking spaces. Mr. Andreson discussed higher EV charging percentages in other communities and said Level 3 charging should not carry a negative connotation, particularly since the site is not surrounded by homes.

The Board also discussed whether one space should be ADA-compliant. Mr. Giguere stated that Level 3 charging does not require ADA compliance.

Chairman Plizga asked the applicant to accurately reflect parking counts and clarify whether the spaces occupied by the shed will remain eliminated or be counted if the shed is removed. He also noted the plan lacks details for the transformer enclosure and requested the enclosure and bollard locations be shown on the plan.

Chairman Plizga recommended clearly showing all parking spaces before appearing before the ZBA and requested the applicant return with a revised plan including enclosure details for review by the Fire Department and Planning Board. He stated the Board would then formally deny the project so the applicant could seek a variance from the ZBA.

Member Taveria asked whether the EV charging spaces would be reserved for charging only, and Mr. Meoni replied yes.

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

Chairman Plizga asked Planning Director Michelle Tyler to give the Board an update on East Druid Hill Estates (Pett Acres Drive).

Michelle Tyler explained that the land was subdivided into 6 lots in 1991, but no progress has been made on completing the road. At the October 28, 2025 meeting, the owners noted a possible sale, and the Board is now requesting a status update.

Property owners Magaly and George Karakostas were present. Mr. Karakostas stated the property is for sale but expressed concerns about the current market. Chairman Plizga granted additional time to market and sell without rescinding the subdivision, requested an update at the October 13, 2026 Planning Board meeting, and advised returning sooner if they felt rescinding the subdivision would improve marketability.

3. Site Plan & Design Review - 420 North Main Street

Chairman Plizga asked Planning Director Michelle Tyler to review the proposed project at 420 North Main Street, involving the addition of a detached structure at the rear of the property.

Michelle Tyler said she declined an initial sign-off request from the Building Department pending site plan and design review. She later received the required application and fee along with sketches from Dave Tonis and a site survey from Greg Bunavitz. The

proposal, submitted by owner Timmy Nguyen, would add a standalone rear building to the Business District property, currently occupied by Timmy the Tailor.

Timmy Nguyen said he plans to add a non-residential accessory building at the rear of the property. Chairman Plizga confirmed it is not for living space and meets the zoning criteria. Mr. Nguyen said the structure will be 20 feet high and measure 48'x24', with a slab foundation and driveway.

Mrs. Tyler noted it will serve as a workshop for the tailoring business. Mr. Nguyen said the rear location best fits the size and added he hopes to eventually hold sewing classes for local kids. The Board briefly discussed the driveway, lighting and hours of operation (9 am - 7 pm).

Motion made by Plizga, Seconded by Taveira to approve the site plan, as presented by the applicant based on the Borderland Engineering drawing proposed structure site plan in Randolph, MA dated February 20, 2026 and architectural sketches that meets our zoning requirements.

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

4. Conservation Commission Plan - Presentation by Jim Pasman

Chairman Plizga introduced Jim Pasman, a volunteer consultant to the Conservation Commission Plan, who presented a plan to help guide future efforts.

Mr. Pasman noted that in 2017, the Commission completed a summary of over 200 acres of conservation land, prioritized by proximity to wetlands and open space. The four priorities of greatest importance include:

- 1. Protecting our Source Water supply - all areas 1 & 2
- 2. Maintaining 200+ acres of Conservation deeded property
- 3. Sustaining the value of key Open Space recreational properties
- 4. Improving Stormwater management and flood control

Mr. Pasman noted problems with debris and trash all over Town in every single brook, stream, river, pond and reservoir which jeopardizes run-off creating flooding around town. Glovers Brook by the RICC is filled with sedimentation which was previously a free-flowing brook. Two other locations of the brook; 13 Regina Road Backyard and behind St. Mary's School & Cemetery are also filled with sediment and appear more like a pond than a brook of moving water. There is also a beaver damn that needs to be removed along with the sedimentation.

Member Taveira asked about climate change impacts; Mr. Pasman said droughts strain the water table and heavy rain does not effectively clear the brook.

Mr. Pasman noted that the Commission maintains Powers Farm Norroway Pond which comes at a cost to our DPW as unscheduled emergency calls for help via a standing DEP order. They have a scientifically trained member of the Commission that aids the DPW in identifying what to remove.

Mr. Pasman stated they will be seeking Community Preservation Funding for restoration.

Mr. Pasman showed the Board a photo of the intersection of Warren Street and Avenue that has flooded. To remedy they must increase the flow to Glovers Brook. If the drainage capacity was increased (MS4) and redesigned that would create a greater flow rate and subsequently into Glovers Brook. Chairman Plizga feels the area is under designed.

The Commission's Vision for a Plan has five benefits: a more resilient and cleaner source-water and wetland systems with improved stormwater management; well maintained Conservation properties and Open Space; planned maintenance for DPW resources reducing emergency work; educational STEM credit opportunities for young volunteers and expand Project Lead the Way; and increased financial institution investment in our bonds created by ESG and SEJ rating criteria.

The plan will be implemented in three phases:

Phase I

- Retain current part-time administrator/ZBA clerk
- Negotiate and schedule DPW resources
- Appoint a member to our position on CPC
- Develop and accomplish a CPC funding proposal
- Initiate 2025 Plan, then implement Phase II

Phase II

- Review assessment recommendations
- Update draft plan with assessment results
- Develop a communication process
- Negotiate annual Commission budget requirements with the Town Manager

Phase III

- Establish and document responsibilities and performance standards
- Develop the STEM/STEAM/Environmental high school and Scouting volunteer credit programs
- Negotiate and schedule long-term resources from DPW
- Utilize other environmentally qualified services funded by CPC, grants and Town funds
- Organize volunteer resources
- Define and implement public education process

Mrs. Tyler noted that detention areas in previously approved subdivisions are often poorly maintained and suggested distributing educational materials to property owners. Mr. Pasman added that deed restrictions could also help address the issue alongside education.

Mr. Pasman also reviewed the municipal bond rating criteria and the benefits of confirming the Town's status in the ESG and SEJ status for bonds.

Mr. Pasman outlined the potential costs to the Town for the plan, including an initial CPC funding estimate of \$50,000 (likely closer to six figures), future CPC funding for source water restoration projects, DPW labor of at least 500 hours annually (about 30% of an existing full-time employee), maintaining a part-time administrator at an estimated

\$67,000, and additional costs for professional environmental firms following a assessment.

Mr. Pasman is requesting the Planning Board's support, noting that the Commission has not completed maintenance in the past seven years. He said the proposed work would help protect healthy Source Water supply (what goes into our reservoirs).

Mr. Pasman said the plan will achieve a more resilient and cleaner source-water, well maintained conservation properties and open space; planned maintenance schedule for DPW resources, educational STEM credit opportunities and increased financial institution investment in our bonds

Mr. Pasman stated that while the new water treatment plant will reduce PFAS-6 levels, it will not eliminate the broader PFAS issue in the town, expressing concern that all local wetlands are already contaminated.

Member Taveira asked whether the Blue Hills Reservation or Ponkapoag are within the Commission's purview. Mr. Pasman said portions of Ponkapoag-related waterways are, though they are not part of the open space plan. Mrs. Tyler noted that Ponkapoag has it's own Master Plan, but they still must go before either Canton or Randolph's Conservation Commission for any proposed work.

Member Taveira asked if the plan includes a communication process with the public. Mr. Pasman said that falls under the public education part of the plan. Plizga asked about individual actions residents could take, and the Board generally agreed that education is key.

Mr. Pasman said the plan will achieve a more resilient and cleaner source-water, well maintained conservation properties and open space; planned maintenance schedule for DPW resources, educational STEM credit opportunities and increased financial institution investment in our bonds

5. Developing an Affordable Housing Trust

Chairman Plizga introduced Randolph's Housing Coordinator, Elijah Mensah, who presented on the proposed Affordable Housing Trust.

Planning Director Michelle Tyler explained that Mr. Mensah's role focuses on affordable housing, including tracking available units and ensuring compliance with Chapter 40B (minimum percentage of housing dedicated to affordable units). Mrs. Tyler noted the town received a technical assistance grant from the Mass Housing Partnership in December, which supported hiring Mr. Mensah to develop an Affordable Housing Trust.

Mr. Mensah's presentation outlined Randolph's housing challenges, explained what an Affordable Housing Trust is, how it is created and funded, its governance structure, and how it aligns with the Town's Comprehensive Master Plan, with examples of success in other communities.

Mr. Mensah highlighted rising housing costs over the past ten years: median home prices increased from \$260,479 in FY16 to \$546,451 in FY26, and condos from \$158,478 to \$369,370. He noted that low-to-moderate-income residents are

increasingly unable to afford homeownership, with one-bedroom rents reaching \$2,200 in 2026.

Mr. Mensah explained that households spending more than 30% of income on housing are considered cost-burdened, affecting 36% of Randolph homeowners and 57% of renters. He noted that households earning 80% or less of Area Median Income (AMI) may qualify for affordable housing programs. Mrs. Tyler clarified that 80% AMI includes moderate-income earners such as teachers, and Chairman Plizga added that more residents qualify than many realize.

Mr. Mensah reviewed FY23–FY25 fair market rents, ranging from \$2,025 for a studio in FY23 to \$3,761 for a four-bedroom unit in FY25. He also explained that Affordable Housing Trusts may be established under M.G.L. Chapter 44, Section 55C, noting that 152 Massachusetts communities have adopted them.

Mrs. Tyler identified Randolph's deed-restricted affordable housing locations, including Rosemont/Chestnut West, Prynne Hills, Simon Fireman House, Bittersweet Condos, and future units at Fencourt Apartments. Mr. Mensah outlined that the Trust could support preservation of deed-restricted units, acquisition, rehabilitation, redevelopment, and gap financing for new affordable housing development.

Potential funding sources include Community Preservation Act, private donations, land disposition proceeds, local appropriations/free cash, inclusionary Zoning in-lieu fees, development impact fees, and local option transfer fees.

Mr. Mensah explained that the Town Treasurer/Collector will serve as the custodian, while a Board of Trustees would hold fiduciary responsibility for all allocations, expenditures, and annual reporting. Routine audits would also be conducted. Establishing the trust would require acceptance of the statute, adoption of a local ordinance and appointment of at least 5 trustees, including the Town Manager.

Mrs. Tyler noted that approximately \$700,000 in CPC housing funds could help establish the Trust. Mr. Mensah outlined the trustee responsibilities and the Board discussed the importance of including members with diverse expertise and experience.

Mr. Mensah explained that the Trust aligns with the Master Plan goals of increasing affordable housing, preserving and upgrading existing affordable units, promoting homeownership opportunities, and expanding housing choices for residents.

Mr. Mensah answered questions from the Planning Board. Member Taveira asked whether gap financing would be provided as a loan. Mrs. Tyler explained that it would instead be structured as a grant to support the creation of deed-restricted affordable housing and help establish safe harbor protection from 40B developments. Member Taveira felt that structuring the funding as a loan could help replenish funds back into the Trust over time. Mrs. Tyler said the financing would be in form of a grant rather than a loan to incentivize the creation of affordable housing units.

Mr. Mensah said that MHP will assist the Town in establishing the Trust. Mrs. Tyler noted that Mr. Mensah prepared a list of FAQs for the Board to review and provide feedback on before the proposal is presented to the Town Council.

Chairman Plizga asked about the timeline for establishing the Affordable Trust. Mrs. Tyler explained that the Town has a 10-months assistance period with MHP that began in February and hopes to bring the Trust forward for approval in May or June. Mrs. Tyler noted that this would allow work to begin on documents and trustee appointments, with MHP assisting the Trust with rules and regulations.

Chairman Plizga emphasized the need to begin drafting ordinance language now. Mrs. Tyler stated that a draft inclusionary Zoning ordinance has already been prepared, though it does not include a development impact section because of the extensive annual reporting requirements involved.

Member Taveira asked whether there were drawbacks to creating the Trust and whether the funds could be better used elsewhere or on other causes. Mrs. Tyler responded that CPC funds designated for housing cannot be used for purposes other than housing initiatives.

Member Alexopoulos asked what happens when a deed restricted home is sold if its value increased since purchase. Mrs. Tyler explained that the statute may include provisions that limit the resale price or may give the Town or Trust the first right of refusal to purchase the property.

The Board had no further questions.

F. Staff Report

Mrs. Tyler noted that the next agenda will include draft zoning proposals for Inclusionary Zoning and Mobile Food Vendors. Mrs. Tyler also mentioned possible plans for the Union Street cluster development, which was referred back to the Planning Board by the Town Council, and that she is awaiting plans for the Mill Street development.

G. Board Comments

None

H. Adjournment

Upcoming Meeting Dates
April 28
May 12 & 26
June 9 & 23

The meeting adjourned at 8:54 pm.

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

File Attachments for Item:

1. Planned Residential Development Review - Mill Street

BUILDING #1
#217 - 1000 MILL ST



CURRAN
TERRACE
40' WIDE

MILL COUNTY LAYOUT - VARIABLE WIDTH STREET

RECONSTRUCT
SIDEWALK ALONG
FRONTAGE OF SITE
18" WHITE
STOP BAR

PROPOSED
"STOP" SIGN
R1-1
PROPOSED
DEVELOPMENT SIGN
(BY OTHERS)

PROPOSED
RETAINING
WALL
48" HIGH FENCE
TO BE PROVIDED
ON WALL

N/F
EDNEUSA MARIUS &
APOLONIO SALVADOR DA SILVA
CERTIFICATE #207011

N/F
MARCELLE L. TULL &
MICHELLE R. TULL
BOOK 12846 PAGE 547

N/F
TUAN A. DAM
BOOK 25835 PAGE 133



PROPOSED
SHED
(10'x10')

PROPOSED 15' LIGHT POST
(DARK SKY COMPLIANT)

CLUSTER
MAIL BOX

PROPOSED
RETAINING
WALL

PROP.
GRAVEL
PATH

48" HIGH FENCE OR
GUARDRAIL TO BE
PROVIDED ON WALL

PROPOSED
"STOP" SIGN
R1-1

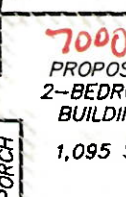
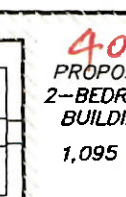
PROPOSED "PEDESTRIAN"
SIGN W11-2

PROPOSED
CROSSWALK

DETECTABLE WARNING
PANEL (TYP.)

PROPOSED 8' LIGHT POST
(DARK SKY COMPLIANT)
(TYP.)

N/F
CARLOS WEBSTER &
NATACHA JULIEN
CERT. #176926



N/F
NELSON P. BOERMAN &
ANN T. BOERMAN
BOOK 4175 PAGE 552

AUE

Barbara J. Arsenault
Trustee for Property
217 Mill Street
Randolph, MA 02368
March 31, 2026

To The Town of Randolph, Massachusetts:

I, Barbara J. Arsenault, Seller and Trustee for the Property at 217 Mill Street, Randolph, Massachusetts, give James Guerrier, the Buyer of such property, permission to file for any permits and applications needed in connection with the prospective proposal of ten units through affordable housing.

All such costs for all permits and applications are the sole responsibility of the Buyer.

Sincerely,

Barbara J. Arsenault

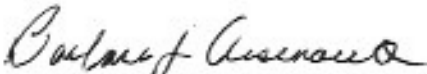
Barbara J. Arsenault
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217 Mill Street
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Sincerely,


Barbara J. Arsenault



April 15, 2026

Ryan Egan
Town Council President
Town of Randolph
41 South Main Street
Randolph, MA 02368

Cc: Michelle Tyler, Director of Planning

RE: Special Permit Application – Violet Hills at 217 Mill Street

Dear Mr. Egan,

On behalf of Everstead Partners, I am pleased to present this Special Permit Application for Violet Hills at 217 Mill Street in Randolph Ma, an innovative 10-unit homeownership community designed to expand access to affordable, energy efficient housing and create long term wealth building opportunities for households across a range of incomes.

Violet Hills is a thoughtfully planned homeownership development consisting of ten units, including nine income restricted homes and one market rate unit. The project is designed to serve households earning between 80% and 110% of Area Median Income (AMI), with three units at 80% AMI, three at 100% AMI, and three at 110% AMI. This structure ensures that the development provides attainable homeownership opportunities for working households who are often underserved by traditional affordable housing programs, particularly those earning near or slightly above median income.

The project offers a balanced unit mix of two- and three-bedroom homes to meet the needs of a diverse range of buyers. Four two-bedroom, two bath units of approximately 1,095 square feet are

well suited for young professionals, couples, and individuals entering the housing market. Six three-bedroom, two bath homes of approximately 1,254 square feet are designed to accommodate growing households and young families. This mix allows the development to serve not only traditional families but also essential members of the local workforce including teachers, municipal employees, healthcare workers, and other public service professionals who are increasingly priced out of homeownership opportunities in the region.

Each home is designed with livability and functionality in mind. Floor plans feature open concept kitchen, dining, and living areas, modern kitchen islands, dedicated laundry spaces, and primary suites with walk in closets. Cathedral ceilings in main living areas enhance natural light and create a sense of openness, while front porches and private outdoor spaces provide opportunities for both relaxation and neighborhood interaction. Unfinished basements offer additional storage.

The site plan is organized around a looped internal roadway that provides safe and efficient circulation while creating a cohesive neighborhood setting. At the heart of the development is a central landscaped green area that serves as a defining feature of the community. This shared open area enhanced by curated plantings, walkways, and common gathering space creates a sense of a private residential oasis for residents. While each home is positioned to maximize privacy, fencing is incorporated to delineate individual yard areas, reinforcing a true single family living experience. At the same time, the overall layout ties the homes together through thoughtful orientation toward the central green, creating a balanced environment that is both private and connected. Additional site features include pedestrian walkways, a central mailbox area, ample visitor parking and thoughtfully designed lighting elements such as post lanterns and bollard lighting. Landscape elements, including mixed shrubs, understory trees, and defined green spaces, contribute to a high quality and cohesive residential setting.

A key feature of Violet Hills is its commitment to sustainability and long-term affordability through reduced operating costs. All homes will be fully electric energy efficient and designed to be solar ready, positioning the development to take advantage of future renewable energy opportunities. This approach not only aligns with evolving environmental standards and state initiatives but also helps lower utility costs for homeowners over time.

Beyond its physical design, Violet Hills is structured to create long term economic opportunity. By offering attainable homeownership options, the project enables buyers to build equity and generational wealth over time. This is particularly impactful for young families, couples, and individuals especially public service workers who have historically faced barriers to homeownership. The ability to transition from renting to owning in a stable, thoughtfully designed community represents a meaningful step toward financial security and upward mobility.

Development Impact & Innovation

Violet Hills represents an innovative model not only in site planning and housing design, but also in its financing structure. The project is among the first of its kind in the country to leverage a tax credit framework specifically to create affordable homeownership opportunities, rather than traditional rental housing. This pioneering approach expands the use of tax credit financing into the homeownership space, addressing a longstanding gap in housing policy and capital availability.

The development has been carefully designed to integrate seamlessly into the surrounding neighborhood and to avoid negative impacts on adjacent properties. Robust landscaping strategies including the preservation of existing mature trees where feasible, the introduction of new plantings, and the use of fencing and natural buffers help to screen the development and maintain privacy for neighboring homes. The architectural design of the homes reflects a traditional residential character,

with pitched roofs, front porches, and scaled building forms that are consistent with the surrounding neighborhood fabric.

By aligning public and private resources to support for sale affordable housing, Violet Hills establishes a replicable model for future developments. It demonstrates how layered financing tools can be adapted to deliver ownership opportunities at scale particularly for middle income households who are often underserved by existing programs.

The development's impact extends beyond the immediate residents. It contributes to neighborhood stability by creating long term homeowners, supports workforce retention by enabling essential workers to live in the communities they serve, and introduces a sustainable, context sensitive housing typology that enhances the existing residential character of the area.

Ultimately, Violet Hills at 217 Mill Street is more than a housing development, it is a blueprint for the future of affordable homeownership. By combining innovative financing, sustainable design, and a clear focus on wealth creation, the project delivers lasting value for residents, the community, and the broader housing ecosystem.

Sincerely,

James Guerrier
Principal
Everstead Partners

ZONING ANALYSIS

DISTRICT: PLANNED RESIDENTIAL DEVELOPMENT (PRD)

ZONING REQUIREMENT	REQUIRED	PROPOSED	COMPLIANCE OR VARIANCE
MIN. LOT SIZE	48,000 SF (12,000X4)	77,512 SF +/-	COMPLIANCE
MIN. LOT FRONTAGE	100'	74.7' +/-	FINDING
MIN. LOT DEPTH	100'	430.4' +/-	COMPLIANCE
MIN. LOT WIDTH	100'	214.1' +/-	COMPLIANCE
SETBACK			
MIN. FRONT YARD	25'	52.4'	COMPLIANCE
MIN. SIDE YARD (LEFT)	25'	40'	COMPLIANCE
MIN. SIDE YARD (RIGHT)	25'	37'	COMPLIANCE
MIN. REAR YARD	25'	31.3'	COMPLIANCE
MIN. PORCH TO SIDEWALK SETBACK	10'	4.6'	VARIANCE
MIN. SEPARATION BETWEEN STRUCTURES	14'	15'	COMPLIANCE
MAX. HIGH OF FENCING TO DELINEATE AN EXCLUSIVE USE AREA	3'	3'	COMPLIANCE
MAX. LOT COVERAGE	40%	59%	VARIANCE
MIN. PARKING SPACE	UNIT PARKING: 2 / UNIT VISITOR PARKING: 1 / 5UNITS	UNIT PARKING: 2 / UNIT VISITOR PARKING: 2.8 / 5UNITS	COMPLIANCE
MAX. UNIT SIZE	1,100 SF	1,254 SF	VARIANCE
MAX BUILDING HEIGHT	18' (THE VERTICAL DISTANCE FROM THE ESTABLISHED GRADE TO THE MEAN HEIGHT LEVEL BETWEEN EAVES AND RIDGE FOR GABLED ROOF.	17'	COMPLIANCE
MAX. NUMBER OF STORY	1.5 STORIES	1.5 STORIES	COMPLIANCE
MAX. PITCHED ROOF HIGH	23'	22.5'	COMPLIANCE
MIN. PRIVATE OPEN SPACE	500 SF / UNIT	1,642 SF +/- / UNIT	COMPLIANCE

File Attachments for Item:

2. Introduction to Inclusionary Zoning

§ 9.1. Mixed-use

In each district in which Mixed-Use is permitted, a development shall comply with the following minimum requirements. Unless otherwise stated, the requirements of this section shall apply to uses and structures permitted under the regulations of this section. In the event of a conflict, the regulations of this section shall apply.

A. Exceptions.

- (1) This section, Mixed-Use, shall not apply to any overlay district.

B. Applicability.

- (1) Only uses that are permitted by right or special permit in the zoning district may be included in the mixed-use development.
 - (a) Neither drive-through windows, accessory uses with a drive-up/drive-through function nor 24-hour business operations are permitted in a Mixed-Use development.
- (2) Notwithstanding the other provisions contained in this Town of Randolph Zoning Ordinance, the Planning Board shall be the Special Permit Granting Authority (SPGA) for a Mixed-Use Development ~~when there are fewer than twenty five (25) dwelling units (existing or new) proposed.~~
- ~~(3) Notwithstanding the other provisions contained in this Town of Randolph Zoning Ordinance, the Town Council shall be the Special Permit Granting Authority for any Mixed-Use development when there are twenty five (25) or greater dwelling units (existing or new) proposed.~~
- (4) If a nonresidential use in a Mixed-Use development requires a Special Permit, the SPGA issuing the special permit for the Mixed-Use development shall also be the SPGA for the nonresidential use superseding any other section of this Town of Randolph Zoning Ordinance.
- (5) Site Plan Design Review shall be conducted by the applicable SPGA.

C. Dimensions.

- (1) The dimensional standards generally applicable in the district as set forth in the Table of Dimensional Requirements shall apply.
- (2) The SPGA may waive dimensional requirements when a Mixed-Use development includes the redevelopment of an existing structure.
- (3) More than one structure on a parcel is permitted upon review and decision of the SPGA.
- (4) Any Back-Lot Structure(s) may not be taller than the principal structure.

D. Site design standards.

- (1) All permitted nonresidential uses shall be limited to the ground floor and basement of

the principal structure. The SPGA may permit nonresidential uses to occupy other floors of the principal structure only after determining that the location and design of such spaces, including access and egress, will not impact the privacy or security of residential occupants.

- (2) If the Mixed-Use Development includes multiple structures, any Back-Lot Structure(s) may contain either a mix of nonresidential uses and dwelling units or only dwelling units.
- (3) The nonresidential uses in a Mixed-Use development shall be developed prior to or concurrently with residential uses. Concurrency shall be established by approval of a Master Plan that provides a mix of uses that includes all proposed uses.
- (4) A minimum of ~~twenty five percent (25%)~~ **twenty percent (20%)** and a maximum of ~~seventy five percent (75%)~~ **eighty percent (80%)** of the total square footage of all structures contained in a Mixed-Use Development shall be devoted to dwelling units.
- (5) Minimum residential densities for a Mixed-Use development shall be twelve (12) units per gross acre.
 - (a) Density shall be calculated as the total area of the parcel less any land which is part of a Wetland Resource Area as specified in 310 CMR 10.02(1)(a) subject to protection under the Massachusetts Wetlands Protection Act, MGL c. 131, § 40, nor any land within seventy-five (75) feet of such Wetland Resource Area.
 - (b) When a development site is composed of two (2) or more phases, each phase shall also meet this standard.
- (6) Dwelling units must contain a minimum of six hundred twenty-five (625) square feet of usable living area.
- (7) In any Principal Structure, entry to the dwelling units must be from the side or back of the structure; not on the street frontage or any open public space.
- (8) At least one designated entrance for nonresidential uses shall be provided on each floor of a structure that contains a nonresidential use.
- (9) Areas of a structure intended for nonresidential use must be constructed such that there is no direct access to areas of the structure intended for dwelling units except as necessary in an emergency.
- (10) Ground level frontage of the Principal Structure shall be devoted to nonresidential entrances, windows and public open space amenities.
- (11) In newly constructed Principal Structures in a Mixed-Use Development, ground floors shall be a minimum of eleven (11) feet from floor to ceiling to enhance the pedestrian streetscape regardless of the overall building height.
- (12) Clear pedestrian pathways shall be provided between structures on the same parcel and, to the extent practicable, between buildings on adjacent parcels to ensure continuous safe pedestrian access.

- (13) A Mixed-Use development must provide a sign plan to the SPGA at the time of application.
 - (a) Wall signs for nonresidential uses may be illuminated with exterior lighting or by reverse channel letters only.
- (14) Where any Mixed-Use development abuts a residentially zoned parcel(s), there shall be adequate transition between the Mixed-Use development and adjacent residentially zoned parcel(s). Fencing, landscaping and similar items may be used to accomplish this.

E. Parking.

- (1) Parking areas, including below- or at-grade structures, for a Mixed-Use development shall be located to the side and/or rear of the parcel; parking is prohibited in the front yard.
 - (a) Parking areas that abut any public right-of-way or any at-grade parking structure shall require screening.
 - (b) Where locating parking according to the terms of this zoning ordinance is not feasible due to existing structures, topography, alternative locations shall be considered by the SPGA.
- (2) There shall be a minimum of one (1) ~~and one-quarter (1.25)~~ parking spaces for each dwelling unit (rounded up).
- (3) There shall be a minimum of one (1) space per one thousand (1,000) square feet of nonresidential floor area.
- (4) In the event of a restaurant, one (1) parking space shall be provided for every four (4) patron seats.
- (5) A lesser number of parking spaces may be permitted by the SPGA upon determination that the Special Permit applicant has demonstrated, through methods acceptable to the SPGA, that parking demand will not exceed what can be met by the minimum required parking.
- (6) Bicycle parking shall be provided as follows:
 - (a) A minimum of one (1) space per every ten (10) dwelling units (rounded up) located indoors near the primary entrance to the development's dwelling units.
 - (b) A minimum of one (1) space for every five thousand (5,000) square feet of nonresidential floor area (rounded down) located near the primary entrance to ground floor nonresidential units.

F. **Any mixed-use project that results in the creation of ten (10) or more dwelling units must also comply with the requirements of §9.9 Inclusionary Zoning.** ~~Affordable dwelling units — subsidized housing inventory. Any Mixed Use development, whether through conversion or new construction, that includes greater than ten (10) dwelling units, must~~

~~include dwelling units that comply with the requirements and regulations of the Executive Office of Housing and Livable Communities (EOHLC) as Local Action Units (LAU) through a Local Initiative Program (LIP) as specified below:~~

- ~~(1) Ownership units. For all Mixed Use developments where the Affordable Dwelling Units proposed are Homeownership Units, not less than twenty percent (20%) of the total dwelling units constructed in the mixed-use development shall be Affordable Dwelling Units.~~
- ~~(2) Rental units. For all Mixed Use developments where the Affordable Dwelling Units proposed are Rental Units, not less than twenty five percent (25%) of the total housing units in any building containing rental units shall be Affordable Dwelling Units.~~
- ~~(3) For purposes of calculating the number of Affordable Dwelling Units required within a Mixed Use Development, any fractional unit of five tenths (0.5) or greater shall be deemed to constitute a whole unit.~~
- ~~(4) All Affordable Dwelling Units shall be integrated within the Mixed Use development and shall be comparable in design, floor area, number of bedrooms, appearance, construction and quality of materials with market rate units.~~
- (5) Occupancy permits for dwelling units in a Mixed Use development shall not be issued without confirmation that a LIP/LAU has been submitted to EOHLC.**

Definitions. As used in this section, the following terms shall have the meanings indicated:

AFFORDABLE HOUSING DEED RIDER — A deed rider or other legally binding instrument in a form consistent with the Local Initiative Program (LIP) requirements and acceptable under the LIP that will ensure the affordability of the affordable housing unit (AHU) for a term of years established by the permit granting authority, but no less than 40 years, that is appended to the deed to an AHU.

AFFORDABLE HOUSING RESTRICTION (AHR) — A deed rider, covenant, contract, mortgage agreement, and/or other legal instrument, acceptable in form and substance to the Town, that effectively restricts occupancy of an affordable housing unit to a qualified purchaser or renter, and that provides for the administration, monitoring, and/or enforcement of the restriction during the term of affordability. An AHR shall be placed on the land for the maximum period allowed by law, and entered into as an agreement under the provisions of MGL c. 184, §§ 31 to 33, or other equivalent state law.

AFFORDABLE HOUSING UNIT (AHU) — A residential unit that is restricted in its sale, lease, and/or rental to a qualified income-eligible household at specific price limits that qualify such residential unit for inclusion in the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) Subsidized Housing Inventory (SHI).

AREA MEDIAN INCOME (AMI) — The median family income, adjusted for household size, for the metropolitan area that includes the Town of Randolph, as determined by the U.S. Department of Housing and Urban Development (HUD).

INCLUSIONARY HOUSING PROJECT — Any proposed development or redevelopment of 10 or more dwelling units on one or more contiguous parcels, proposed under a special permit process pursuant to MGL c. 40A, § 9.

LOCAL INITIATIVE PROGRAM (LIP) — A program administered by the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) to encourage cities and towns to create low- and moderate-income housing through means other than a comprehensive permit under MGL c. 40B.

MARKET-RATE HOUSING — A residential unit that is not restricted in its sale, lease, and/or rental at specific price limits.

MONITORING AGENT — The Town of Randolph, the Massachusetts Executive Office of Housing and Livable Communities (EOHLC), or such other qualified third party selected by the Town to enforce the AHR and/or terms of the affordable deed rider.

QUALIFIED INCOME-ELIGIBLE HOUSEHOLD — A household with combined incomes that do not exceed 80% of the median income for the Boston Metropolitan Statistical Area, with adjustments for household size as reported by the most recent information from the United States Department of Housing and Urban Development (HUD), or successor, and/ or the Massachusetts Executive Office of Housing and Livable Communities (EOHLC), or successor.

QUALIFIED PURCHASER — Qualified income-eligible household that purchases and occupies an affordable housing unit as its principal residence.

QUALIFIED RENTER or QUALIFIED TENANT — Qualified income-eligible household that rents and occupies an affordable housing unit as its principal residence.

SUBSIDIZED HOUSING INVENTORY (SHI) — A measurement of a community's stock of low- or moderate-income housing compiled as a list by the Massachusetts Executive Office of Housing and Livable Communities (EOHLC), containing the count of low- or moderate-income housing units by a community.

DRAFT

Chapter 200. Zoning

Article 9. Special Regulations

§9.9 Inclusionary Housing

A. Purpose and Intent.

The purpose of this inclusionary housing section is to ensure that residential development meets the housing needs of the community for residents of all incomes by increasing the supply of housing stock permanently available; to maintain an economically integrated community by promoting a mix and distribution of housing opportunities; to develop and maintain a reasonable proportion of the Town’s housing stock as affordable housing units for inclusion on the Subsidized Housing Inventory (SHI) by the Executive Office of Housing and Livable Communities (EOHLC) or successor agency; and ensure that such affordable housing is made available to all eligible households on a nondiscriminatory basis in accordance with the federal Fair Housing Act of 1968² and MGL c. 151B, as amended, and any regulations promulgated under federal and state law.

B. Applicability

The provisions of this section shall apply to all projects, whether new construction, conversion, adaptive reuse or expansion of an existing structure involving the creation of ten (10) or more residential dwelling units. (TO INCLUDE REFERENCE TO INDEPENDENT OR ASSISTED LIVING. Check definitions, list on the Table and provide other regulations)

A development shall not be phased or segmented in a manner to avoid compliance with this section. New construction, conversion, adaptive reuse or expansion of an existing structure or any division of land that would cumulatively result in an increase of ten (10) or more residential lots or dwelling units above the number existing on a parcel of land or contiguous parcels in common ownership twenty-four(24) months prior to the application shall be subject to this Section.

C. Exemptions

- (1) This section shall not apply to the rehabilitation of any building or structure wholly or substantially destroyed or damaged by fire or other casualty, provided that such rehabilitation or repair shall not increase the number of dwelling units on the lot as existed prior to the damage or destruction thereof, except in conformance with this section.
- (2) This section shall not apply to the proposed rehabilitation or replacement of any housing units in existence at the time of adoption of this section and shall only apply to net new units that increase the density of such existing buildings or structures.
- (3) This section shall not apply to projects constructed in the Randolph Community Multi-Family Overlay District (RCMOD).

D. Requirements

- (1) No Special Permit for a use requiring one and no Building Permit for a use permitted as of right shall be issued for a development subject to this section unless the Applicant provides the percentage of the total dwelling units in the development as affordable housing as described herein and otherwise consistent with this Section.
- (2) Nothing in this section shall preclude a developer from providing additional affordable units, or greater affordability, or both, than the minimum requirements. For purposes of this Section, any calculation of required affordable housing units that results in the fractional or decimal equivalent of one-half or above shall be increased to the next highest number.
- (3) AHU's shall be serve eligible households whose annual incomes do not exceed 80% of the median income of households in the Boston-Cambridge-Quincy MSA/HMFA adjusted for family size and whose assets do not exceed those allowed by EOHLC for the unit to be eligible for inclusion o the SHI.

Total Project Size	Affordable Units	Rental Price	Ownership Price
1-9 units	0	N/A	N/A
10-19	1	80% of AMI	80% of AMI
20-39	12.5%	80% of AMI	80% of AMI
40+	15%	10% at 80% AMI	80% of AMI
		5% at 60% AMI	

Unit Type	Number of Units	Affordable Units	Income Restriction
Independent Living (IL)	1-9	12.5% of the IL units	80% of AMI or less
	10-19		
	20+		
Assisted Living (AL)*	1-9		80% of AMI or less
	10-19		
	20+	10% of AL Units	
Skilled Nursing or Dementia Care	N/A	EXEMPT	N/A

- (4) For projects providing more than one AHU, at least 10% of the total AHU's shall be handicapped accessible. If the project includes both rental and ownership units, the handicapped accessible units shall be incorporated equally amount unit types.

- E. Affordable Housing Restrictions

AHU's are subject to an Affordable Housing Restriction that contains limitations on use, occupancy, resale and rents and provides for periodic monitoring to verify compliance with and enforce said restrictions.

 - (1) Regulatory Agreement and Deed Covenants

Affordability restrictions shall be contained in a the EOHLC Local Initiative Program (LIP) Regulatory Agreement and, in the case of ownership units, the Universal Deed Rider which shall, at a minimum, identify and describe the AHUs in the development, an inventory of the units, monitoring of eligibility and terms of their sale or lease.

 - (a) The AHR shall run with the land and be in force for a period of at least thirty (30) years and be enforceable under the provisions of MGL Chapter 184, Section 26 or Sections 31-32.
 - (b) The AHR shall provide that initial sales and rental of AHU's and subsequent resales and re-rentals shall comply with federal, state and local fair housing laws, regulations and policies.
 - (c) The AHR shall provide that, in the event any affordable rental unit is converted to a condominium unit, the condominium unit shall be restricted in the manner provided for by this Section to ensure that it remains affordable to households in the same income range as prior to condominium conversion.
 - (2) Housing Marketing & Selection Plan

AHU's shall be made available for purchase or rent to eligible low-to-moderate income households under an affirmative market plan that complies with federal and state fair housing laws. No occupancy permit shall be issued unless the XXX has determined that the Applicant's affirmative marketing plan complies with this requirement.

 - (a) The Housing Marketing and Selection Plan shall make provision for payment by the Applicant of reasonable costs to the Monitoring Agent to develop, advertise, and maintain the list of Eligible Households and to monitor and enforce compliance with affordability requirements as set forth in this Section.
 - (b) Costs for establishing affirmative marketing shall be the responsibility of the Applicant.
 - (3) Monitoring Agent

A Monitoring Agent shall be designated to ensure:

 - (a) Sale and/or rental prices of AHU's are properly computed;
 - (b) Income eligibility of households applying for an AHU are properly and reliably determined;
 - (c) The housing marketing and selection plan, including the location and unit-type mix of the AHU's relative to all units with the project, has been submitted to and received approval from (the Planning Department) and otherwise confirms to all requirements and is properly administered;

- (d) Sales and rentals are made to Eligible Households chosen in accordance with the housing marketing and selection plan with appropriate unit size for each household being properly determined; and
- (e) An AHR meeting the requirements of this Section are recorded with the proper registry of deeds of district registry of Land Court.

F. Preservation of Affordability

Each homeownership AHU created in accordance with this Section shall have limitations governing its resale through the use of a regulatory agreement. The purpose of these limitations is to preserve the long-term affordability of the unit and to ensure its continued availability for income eligible households. The resale controls shall be established through a restriction on the property and shall be in force for 30 years.

- (1) Right of first refusal to purchase. The purchaser of an AHU developed as a result of this Section shall agree to execute a condition in its deed restriction to be approved by the Town and EOHLIC, granting, among other things, the municipality's and EOHLIC's right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be located.
- (2) Resale price. Sales beyond the initial sale to a qualified affordable income purchaser shall comply with the requirements of the EOHLIC LIP.
- (3)

G. Standards for Construction

- (1) AHUs shall be comparable to and indistinguishable from market-rate units in exterior building materials and finishes, windows, and other improvements related to the energy efficiency of the units.
- (2) AHUs shall be dispersed and sited throughout a development so as not to be in less desirable locations than the development's market-rate units.
- (3) Each AHU shall comply with EOHLIC's LIP guidelines for minimum floor areas for units not created under an MGL c. 40B comprehensive permit.
- (4) AHUs shall serve eligible households of diverse sizes based on the number of bedrooms in each affordable unit. The number of persons occupying the affordable units shall be consistent with the state sanitary code and the applicable state and federal guidelines.
- (5) The rental or ownership of affordable units shall mirror the project as a whole. For example, affordable units should be sold, not rented, where a majority of units in a project will be offered for sale.
- (6) Phasing
If the SPGA has permitted a project to be developed in phases, the proportion of AHU's constructed shall be consistent across all phases. AHUs shall not be the last units to be constructed in any development and/or redevelopment subject to this Section.

H. Standards for Occupancy

- (1) An Affirmative Fair Market Housing Plan, approved, signed and recorded

Regulatory Agreement and/or deed restriction shall be in place prior to the issuance of a Certificate of Occupancy.

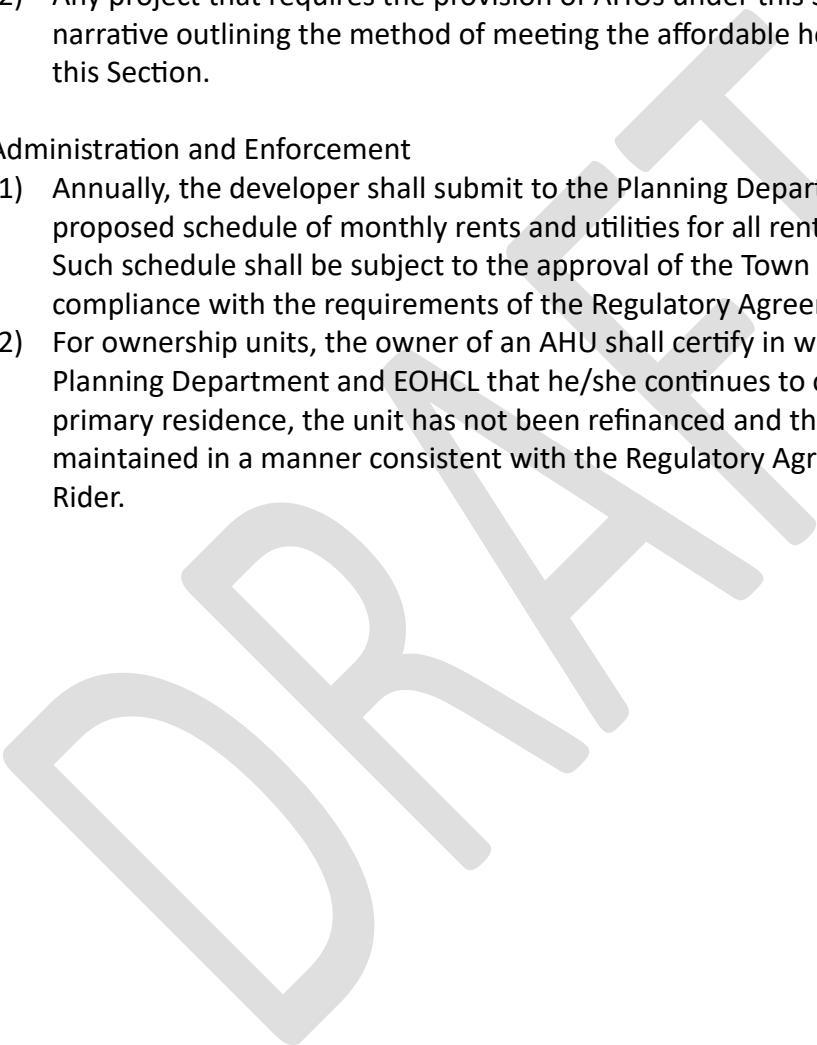
- (2) The lottery for AHUs shall take place prior to issuance of a Certificate of Occupancy.

I. Submission Requirements and Procedures

- (1) Application, review and decision procedures shall be in accordance with Town of Randolph regulations.
- (2) Any project that requires the provision of AHUs under this Section must submit a narrative outlining the method of meeting the affordable housing requirements of this Section.

J. Administration and Enforcement

- (1) Annually, the developer shall submit to the Planning Department and EOHLC, a proposed schedule of monthly rents and utilities for all rental AHUs in the project. Such schedule shall be subject to the approval of the Town and EOHLC for compliance with the requirements of the Regulatory Agreement.
- (2) For ownership units, the owner of an AHU shall certify in writing annually to the Planning Department and EOHLC that he/she continues to occupy the unit as a primary residence, the unit has not been refinanced and that it has been maintained in a manner consistent with the Regulatory Agreement and Deed Rider.



File Attachments for Item:

3. Introduction to Zoning for Mobile Food Vendors

Council Order 2026-XX

Introduced by: Planning Board
XXXX XX, 2026

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 – Mobile Food Vendors

That the Town Council of the Town of Randolph hereby initiates an amendment to the Randolph Zoning Ordinance, Chapter 200 of the General Code of the Town of Randolph, concerning mobile food vendors, pursuant to M.G.L. ch. 40A, Section 5, and hereby amends the Zoning Ordinance as follows:

- 1. Amend Article 2, section 2.2 General Definitions as follows (additions are identified as ***bold/italics***, deletions are identified as ~~strike throughs~~):

MOBILE FOOD VENDOR

A licensed motorized, mobile operation that travels from place to place upon public ways and dispenses food and/or beverages on private property. Mobile food vendor does not include licensed ice cream trucks.

- 2. Amend Article 4, section 4.6 Table of Uses as follows (additions are identified as ***bold/italics***, deletions are identified as ~~strike throughs~~):

	CSBD	NRBD	WCBD	BD	BP	OSBD	BRHD	GBHD	ID	SFD	RHDD	RMDD	RMFD
<i>Mobile Food Vendor</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>Y</i>	<i>Y</i>	<i>N</i>	<i>N</i>	<i>N</i>	<i>N</i>

Should this zoning ordinance reference that a License is required? Should it provide reference to the General Ordinance Section?

Council Order 2026-XX

Introduced by:
XXXX XX, 2026

**Request for the Town Council to Amend Chapter XX of the
General Ordinances of the Town of Randolph
Concerning Mobile Food Vendors**

To see if the Randolph Town Council will vote to amend Chapter 143of the General Ordinances of the Town of Randolph concerning Mobile Food Vendors as follows:

1. Add a new article **Article IV Mobile Food Vendors** as follows:

Article IV MOBILE FOOD VENDORS

§ 143.20. Definitions.

MOBILE FOOD VENDOR

A licensed motorized, mobile operation that travels from place to place upon public ways and dispenses food on private property. Mobile food vendor does not include licensed Ice Cream Truck.

MOBILE FOOD VENDOR LICENSE

The annual license to sell food issued under the authority of Article IV of the General Ordinances of the Town of Randolph.

MOBILE FOOD VENDOR LICENSEE

The holder of a mobile food vendor license.

§ 143-21. Mobile food vendor license required.

No person or business entity shall operate as a mobile food vendor without first obtaining a Mobile Food Vendor license from the Licensing Board. Said license shall be conspicuously posted in a place that is visible to all customers. This provision shall not apply to mobile food operations that receive a temporary event permit from the Board of Health.

§ 143-22. Application for a mobile food vendor license.

An application, on a form prescribed by the Town Manager shall be submitted to the Licensing Board. The fee for such permit shall be set in accordance with § 300-2. Licenses – annual fees. The applicant shall provide

- A. *A valid state hawker's license issued by the Commonwealth of Massachusetts;*

- B. A proposed service route and hours of operation with a detailed schedule of times and locations where the mobile food vendor will be stationary and serving food. If an applicant seeks approval for more than one location, the start and end times for each location is required;**
- C. Canteen trucks, which move between construction sites, can apply for a maximum number of stops per day, with no more than 30 minutes per stop allowed. All stops must be on private property and not on the public right-of-way. Parking in a public right-of-way can result in revocation of a food vendor license;**
- D. A proposed menu to indicate the general type of cuisine to be provided;**
- E. Written approval from the property owner(s) that the application may be submitted for the location(s) under consideration;**
- F. Certification that the vehicle has passed all necessary inspections required by the Randolph Fire Department and Randolph Health Department; and,**
- G. If applicable, a copy of an existing open burning/cooking permit.**

Consideration of the application shall take place at a duly noticed public meeting of the Licensing Board. Notice shall be sent to all owners of land within three hundred (300) feet of the land affected, including land in adjoining towns, if any, all as they appear on the most recent applicable tax list at least fourteen (14) days in advance of the meeting. The cost of the mailing shall be borne by the applicant.

Future changes to the approved route and/or schedule will require amendment to the license.

The applicant shall submit evidence of an approved license from the Randolph Board of Health before the final mobile food vendor license will be issued.

§ 143-23. Renewal.

Mobile food vendor licenses shall expire on December 31st of each year. Every mobile food vendor license may be renewed annually upon payment of a renewal fee prior to the date of license expiration, provided that the mobile food licensee remains in compliance with applicable requirements of this article. The fee for such renewal license shall be set in accordance with § 300-2. Licenses – annual fees. The renewal of a license does not guarantee renewal of previously approved route or location.

§ 143-24. Criteria for issuance of license.

When evaluating an application for a mobile food license, the License Board shall consider the public good and general welfare and convenience of the community, and shall take into account factors such as the sort of operation proposed (including the proposed menu, days and hours of operation, and location), any impact on the community with respect to such matters as noise, traffic, congestion, odors, sanitary and waste disposal facilities, parking,

dust and fumes, the impact of the character of the neighborhood and city, and whether any articulable harm would follow from granting the license. Also, the Board shall consider whether a public benefit would flow from the proposed location and use, and any competitive or other impact on existing restaurants.

Criteria for issuance and continued operation of a mobile food vendor license shall include, but are not limited to:

- A. The vehicle must be located more than on hundred fifty (150) feet from an existing restaurant located within the Town of Randolph (defined as a place where people pay to sit and eat meals that are cooked and served on the premises) unless written approval of restaurant owner is submitted with the application;*
- B. Signage is only allowed on the vehicle itself; no temporary sandwich signs or other forms or signage are permitted on site;*
- C. No licensee shall provide or allow any dining area, including but not limited to tables, chairs, booths, bar stools, benches, and standup counters, unless a proposal for such seating arrangements is submitted with the permit application and approved by Board in advance;*
- D. All mobile food vendors shall be required to obtain and show proof of general liability insurance naming the Town of Randolph as an additional insured in the amount of five hundred thousand dollars (\$500,000.00) per occurrence/one million dollars (\$1,000,000.00) general aggregate;*
- E. No mobile food vendor shall make or cause to be made any unreasonable or excessive noise in violation of Chapter 141 Unreasonable Noise; and,*
- F. No operations shall be permitted between 9:00 p.m. and 7:00 a.m.*

§ 143-25. Conditions of operation.

In addition to the criteria specified above:

- A. No mobile food vendor shall park, stand, or move a vehicle and conduct business within areas of the town where the licensee has not been authorized to operate; and,*
- B. Consumers shall be provided with single service articles with their order, such napkins, utensils, and plates. The provision of compostable materials and an appropriate waste container for their disposal is encouraged.*
- C. The licensees shall provide at least one waste container for public use that the operator shall empty at his own expense. The trash receptacle must be removed at the end of each day business is conducted. The licensee must pick up trash within 100 feet of site during the scheduled time period*
- D. Unless otherwise provided, no mobile food vendor licensee may operate outside of the hours indicated in its approved application.*

- E. *The mobile food licensee shall comply with all applicable local rules, ordinances, and regulations, including but not limited to the board of health regulations, traffic and parking regulations, and noise ordinance.*
- F. *No materials of any kind may be placed on the public right-of-way.*
- G. *No licensee shall possess a license for a mobile food truck that is not in operation for a period of more than **sixty (60)** days without duly notifying and obtaining approval from the License Board.*

The Licensing Board may add additional conditions depending upon unique attributes of the operation and the site(s) proposed.

§ 143-26. Transfers.

- A. *Transfers for value prohibited. A license issued under this article shall be personal to the applicant. No mobile food vendor licensee may transfer a mobile food vendor license, nor shall they sell, lend, lease or in any manner transfer a license for value. A transfer by merger, acquisition, or consolidation, or operation of law is prohibited.*
- B. *Unauthorized transfers. Any unauthorized transfers or attempt to transfer a license shall automatically void such license.*

§ 143-27. Revocation or Modification.

The License Board may revoke or modify a mobile food vendor license, including an approved location, if after the issuance of such license, for cause, after reasonable notice to the licensee of the grounds for the proposed modification and the time and place of the hearing regarding such proposed modification. Notification shall be provided to the licensee at least ten (10) days in advance of the meeting that the license may be subject to revocation at the meeting.

In the event a state hawker's license and/or an applicable board of health license is revoked and/or does not otherwise remain in effect, the mobile food vendor license shall automatically become void. If a state hawker's license and/or applicable board of health license is revoked and/or does not otherwise remain in effect, the licensee shall notify the License Board that such license has been revoked and/or does not otherwise remain in effect. Failure to notify the License Board within ten days that such license has been revoked shall constitute a violation of this article.

If a subject property is rezoned and Mobile Food Vendor is no longer an authorized use within that zone, the Mobile Food Vendor License shall be revoked at the next annual renewal date, i.e., December 31st.

The provisions of this section or any rules and regulations promulgated by License Board may be enforced by the police department, health department, and/or Building Department.

§ 143-28. Board of Health Permit.

Separate and apart from the regulations promulgated by the License Board, the Randolph Board of Health shall establish regulations and procedures for operations of mobile food vendors operating under the mobile food vendor license, with the same being published on the town's website and available through the board of health. Criteria shall include, but not be limited to:

- A. Proof of access to restroom facilities with flushable toilets and access to hand washing facilities for the use of the mobile food truck employees within five hundred (500) feet of each location where the mobile food truck will be in operation for more than one (1) hour in any single day.***
- B. The permit holder must keep an accurate log indicating that the mobile food truck is serviced at least twice daily by a mobile food commissary for all food, water and supplies and for all cleaning and servicing operations, including the emptying and cleaning of waste containers.***

§ 143-29. Board of Health Permit Violation.

Any violation of the Board of Health's regulations on mobile food trucks shall be subject to a fine in accordance with § 301 Fines. Each day shall constitute a separate offense. Any violation may result in immediate suspension of the permit and removal of the food truck from premises at the owner's expense. The Board of Health may suspend, revoke, or modify a mobile food vendor permit if the board of health finds that the regulations have been violated.

- 2. Amend Chapter 300-2. Licenses – annual fees as follows (additions are identified as **bold/italics**, deletions are identified as ~~strike-throughs~~):

§ 300-2. Licenses – annual fees.

Type of License or Fee	Fee Amount
Other Types of Licenses	See below. Must pay all applicable fees.
<i>Mobile Food Vendor</i>	<i>\$500</i>