

LAND USE

Inspectional Services

Planning

Conservation

Zoning Board of Appeals

Code Enforcement

LAND USE QUESTIONS

Can I build an addition to my house?

Can I construct a shed? A pool? A fence?

Can I operate my business from my home?

Do I need a permit to install new windows?

Can I widen my driveway?

Can my friend, brother, sister, uncle, neighbor do the work?

- Where can I open my business?
- I need to install a sign for my business
- What regulations must be followed?
- What licenses are required to run my business?



PERMITS

INSPECTIONS

LICENSES

CODES

WHEN ARE APPROVALS REQUIRED?

- Typically whenever a building or structure is constructed, enlarged, altered, repaired, moved, removed, improved, converted or demolished.
- May include building, grading, paving, plumbing, mechanical and electrical permits.
- Local laws also specify when certain projects require review.

WHY ARE PERMITS/APPROVALS REQUIRED?

- Compliance with building, plumbing, mechanical, electrical codes
- Compliance with handicap accessibility
- Parking quantity and location
- Zoning regulations including authorized uses within zoning districts
- Property development standards such as lot coverage, building height, setback, and density requirements
- SAFETY & PROTECTION

WHO'S WHO IN LAND USE DECISIONS?

- **Town Council:** The legislative body for Randolph so it is responsible for voting on amendments to the local zoning ordinance. They may also review and decide upon applications for special permits where designated by the local zoning ordinance.
- **Building Inspector:** Ensures that proposed developments comply with the state building code, local zoning regulations and any other applicable regulation. Also charged with enforcing the local zoning ordinance and any permits/approvals issued under it.
- **Planning Board:** - Tasked with developing & implementing land use regulations such as the zoning ordinance, the subdivision control regulations and review of non-residential projects through the issuance of permits/approvals.

WHO'S WHO IN LAND USE DECISIONS?

- **Conservation Commission:** Responsible for administering the state Wetlands Protection Act and the local wetlands bylaw; approves any construction in proximity to wetlands.
- **Board of Health:** Responsible for reviewing definitive subdivision plans for on-site disposal of wastewater and drainage. They may also enact regulations, separate from zoning regulations, to abate nuisances that deal with land use issues.
- **Zoning Board of Appeals (ZBA):** Responsible for deciding petitions for variances and hearing administrative appeals of decisions made by the building inspector or zoning administrator. The ZBA may also review and decide applications for special permits and comprehensive permits and may initiate the process to amend the local zoning ordinance.

THE RESOURCES GUIDING DECISIONS

- Massachusetts Building Code
- Electrical Code
- Plumbing/Gas Code
- Massachusetts General Laws – *State Legislature*
- Randolph General Laws – *Randolph Town Council*
- Randolph Zoning Ordinances – *Randolph Planning Board and Town Council*
- Massachusetts Department of Environmental Protection
- Federal Law and Legal Decisions

INSPECTIONAL SERVICES

- **Building Commissioner**
 - Building Inspector(s)
 - Plumbing/Gas Inspector
 - Electrical Inspector
- **Review permit applications**
 - Compliance with federal and state code(s)
 - Compliance with local codes
- **Provide inspections**
 - Before or at start of construction
 - During development (may be multiple inspections)
 - Final approval

INSPECTIONAL SERVICES (CONT'D)

- Annual inspections
 - In conjunction with Fire and Health Departments
 - Schools
 - Restaurants and night clubs
 - Places of worship
 - Other large gathering facilities

ADDITIONAL APPROVALS REQUIRED

- Some types of development also require approval by other boards, commissions or agencies:
 - Planning Board
 - Conservation Commission
 - Town Council
 - Zoning Board of Appeals
 - Department of Public Works (DPW)
 - Historic Commission
 - Historic District Commission

PLANNING BOARD

- **Site Plan & Design Review**
 - All non-residential construction (new development and alterations)
- **Subdivision Control**
 - Approve division of parcels and new street construction
- **Special Permits**
 - A discretionary land use approval that a property owner is required to obtain prior to undertaking certain activities on his/her property.
 - May be denied by the SPGA for projects that the SPGA anticipates will adversely impact the community
 - May be approved subject to conditions and limitations to prevent or mitigate potential adverse impacts

PLANNING BOARD (CONT'D)

- Master Plan
 - Updating the town's Master plan to guide zoning amendments, identify priorities, economic development goals, housing and transportation issues

CONSERVATION COMMISSION

- Responsible for protecting the land, water, and biological resources in Randolph.
- Reviews wetlands permit applications (Notices of Intent) and issues wetlands permits (Orders of Condition) for any work in and near wetlands, flood plains, banks, riverfront areas, beaches, and surface waters.
- Inventories Randolph's natural resources and prepares relevant maps and plans.
- Coordinate the Town's Open Space and Recreation Plans.
- Adopt rules and regulations for the use of conservation land.

ZONING BOARD OF APPEALS

- Hears and decides applications for variances with respect to land or structures
- May hear and decide applications for Special Permits if specified in zoning ordinances
- Hears and decides appeals from decisions of the Building Commissioner, Planning Board and/or other made under the Zoning Ordinances
- May impose conditions, safeguards, and/or limitations as part of its approval of any application.

ADDITIONAL REVIEWERS

- **Department of Public Works**
 - Grading and paving
 - Street opening
 - Water & Sewer placement
 - Stormwater management
- **Town Council**
 - Applications for certain Special Permits
- **Historic Commission**
 - Demolition delay for historic structures
- **Historic District Commission**
 - Exterior modifications to structures in The Elms Historic District

CODE ENFORCEMENT

- Responds to issues relative to compliance with Randolph's general and zoning ordinances
- See-Click-Fix and other reports
- Vacant and/or abandoned property
- Coordination with other departments, boards & commissions
 - Building Department
 - Health Department
 - Waste disposal and recycling
 - Property blight (unkempt, high grass, trash)
 - Police & Fire
 - Public safety