

The meeting was called to order at 7:37 p.m. by Mr. Nichols, Acting Chair.

Members present: Richard Nichols, Acting Chair
Nicole Riley, Acting Clerk
James McKay

Melissa Recos, P.E., BETA Group

Members Absent: Robert Cantoreggi
George Yered
Carlo Molinari

Also present: Scott Fuzy, 114 Union St.
Daniel Merrikin, Merrikin Engineering, 730 Main St.
Robert Weiss, Millis Energy Manager

**MUNICIPAL VULNERABILITY PLAN (MVP)
INFORMAL DISCUSSION**

ROBERT WEISS, ENERGY MANAGER

Mr. Robert Weiss presented the information on the Municipal Vulnerability Plan grant program. This plan will help the Town of Millis create a plan for state funding of projects that will help Millis prevent damage from extreme weather caused by climate change, he said. Mr. Weiss requested that the Planning Board sign a letter of support and intention of participating in the MVP planning process.

On a motion made Ms. Riley, seconded by Mr. Nichols, it was voted unanimously in favor a signing the letter from the Planning Board in support of the Municipal Vulnerability Plan.

**APPROVAL OF DEFINITIVE PLAN APPLICATION, PUBLIC HEAR., CONT.
351 ORCHARD STREET -ANNE RICH**

The public hearing continuation was opened at 7:47 p.m. with notice being read by Ms. Riley, Acting Clerk.

The Board was in receipt of a letter from Terrance Ryan of Applewood Survey, LLC, dated May 3, 2018, requesting a continuance, without discussion, to the next available meeting. There was a miscommunication regarding the stormwater comments.

The Planning Board will not allow any further continuances without discussion.

On a motion made by Mr. Nichols, seconded by Mr. McKay, it was voted unanimously at 7:50 p.m. to continue the public hearing to Tuesday, June 5, 2018, 7:35 p.m.

REQUEST FOR MINOR MODIFICATION TO APPROVED SITE PLAN

34-36 EXCHANGE STREET SPECIAL PERMIT/K. BARRETT

DANIEL MERRIKIN, MERRIKIN ENGINEERING

Mr. Merrikin, representing the applicant, presented the minor modification request. The Special Permit/Site Plan Approval, approved December 6, 2016, was to redevelop an existing building by adding a second floor comprised of five dwelling units on property located at 34-36 Exchange Street.

The Board reviewed Mr. Merrikin’s letter, dated April 25, 2018, wherein it was requested that the Board allow the right side of the building to be demolished so that five two-story, two-bedroom, townhouse-style residential units can be constructed instead of retaining the existing first-floor commercial space. The Board reviewed the plan and review letter from BETA Group, the Planning Board’s consulting engineer, dated May 2, 2018. The Board was of the opinion that the site plan did not change substantially and the proposed modification improves the site overall.

On a motion made by Ms. Riley, seconded by Mr. Nichols, it was voted unanimously to approve the minor modification request as a field change as shown on the plans entitled, “34-36 Exchange Street, Site Plan of Land in Millis, Massachusetts, dated March 1, 2016,” latest revision April 25, 2018 (3 sheets), prepared by Merrikin Engineering, LLP.

REQUEST FOR WAIVER OF SITE PLAN APPROVAL

376 ORCHARD STREET

SPARKHAWK ACADEMY/MILL BROOK SCHOOL FOUNDATION, INC.

DANIEL MERRIKIN, MERRIKIN ENGINEERING

Mr. Merrikin, representing the applicant, presented the requested waiver of site plan approval for Sparkhawk Academy. According to Mr. Merrikin, the Zoning Board of Appeals approved the change of use for the site. The applicant intends to occupy the existing buildings and they expect to start teaching students this fall (approximately 30 male students). Mr. Merrikin stated that building improvement plans will be filed with the Building Inspector. Any new buildings to be constructed in the future will come before the Planning Board for site plan approval.

The Board reviewed the plan submitted entitled, “Sparkhawk Academy Site Plan of Land in Millis, MA,” dated May 8, 2018, prepared by Merrikin Engineering, LLP, 730 Main Street, Suite 2C, Millis, MA.

On a motion made by Ms. Riley, and seconded by Mr. McKay, it was voted unanimously, pursuant to Section XIII (Special Permit Conditions) C., of the Town of Millis Zoning By-laws, to waive the requirements of Site Plan Review for Sparkhawk Academy, Mill Brook School Foundation, Inc., 376 Orchard Street.

**FORM A – APPROVAL NOT REQUIRED/ANR APPLICATION
SOUTHEND FARM LLC - FRONTIER LANE
DANIEL MERRIKIN, MERRIKIN ENGINEERING**

Mr. Merrikin presented the application and a letter, dated May 8, 2018. The ANR plan subdivides the existing large Lot 1B into the following:

- Four new buildable house lots (Lots 1C, 2A, 3A, and 4A)

The ANR also subdivides the existing Lot 8B into the following:

- Four new buildable house lots (Lots 5A, 6A, 7A, and 8C); and
- One parcel of land (Parcel 10E)

Each of the lots shown on the plan has the requisite lot area and frontage on a public way (Frontier Lane) within an approved subdivision.

On a motion made by Ms. Riley, seconded by Mr. McKay, it was voted unanimously (3-0) to approve and endorse the ANR plan entitled, “Southend Farm A.N.R. Subdivision Plan of Land In Millis, MA” (2 sheets) dated May 7, 2018, stamped and prepared by Paul J. DeSimone, PLS, Colonial Engineering, P.O. Box 95, Medway, MA 02053, finding the Form A in order and subdivision control not required. The portions of land are contained within the Definitive Subdivision known as Southend Farm. The Planning Board found that the land shown on the plan does not constitute a subdivision within the meaning of the Subdivision Control Law, and therefore approved and endorsed the plan accordingly.

OTHER BUSINESS:

**HOUSING PRODUCTION PLAN
DRAFT REVIEW/COMMENT**

This discussion was tabled until the next meeting on June 5, 2018.

MINUTES

On a motion made by Mr. Nichols, seconded by Ms. Riley, it was voted unanimously to approve the regular session meeting minutes from April 10, 2018, as written.

ADJOURN

There being no further discussion and on a motion made by Mr. Nichols, seconded by Ms. Riley and voted unanimously, the meeting was adjourned at 8:14 p.m.

Scheduled Planning Board Meetings: June 5, 2018

Respectfully submitted,

*Camille Standley
Administrative Assistant*