

**MILLIS PLANNING BOARD**  
**MEETING MINUTES**  
**VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

**July 14, 2020**

The remote meeting was called to order at 7:30 p.m. by Mr. Richard Nichols, Chair.

Members present:     Richard Nichols, Chair  
                              Nicole Riley, Clerk  
                              George Yered  
                              Bodha B. Raut Chhetry  
                              Alan Handel  
                              Joshua Guerrero, Associate Member  
  
                              Melissa Recos, PE, BETA Group, Inc.  
  
                              Camille Standley – Administrative Assistant

Members Absent:

Also present:           Eric Dubrule, Bohler Engineering  
                              Eric Wagner  
                              George Sgourakes, 41 Bullard Lane  
                              Robert Weiss, Economic Dev. & Planning Director

**SPECIAL PERMIT FOR/WITH SITE PLAN APPROVAL APP., PUB. HEARING**  
**808 MAIN STREET – MCDONALD’S RESTAURANT**  
**RAZE & REBUILD**

The public hearing was opened at 7:31p.m. with notice being read by Ms. Riley, Clerk

Mr. Dubrule of Bohler Engineering, representing the applicant, presented the application and plans. The proposed project is for demolition of the existing building to construct a new McDonald’s Restaurant with an indoor play place and side-by-side drive-thru. Included in the proposed alterations is: parking lot footprint and layout adjustments, adding new pavement markings and signage, expanding the drainage system, new light poles, alterations of utilities and installation of a new telecommunications service. According to Mr. Dubrule, they have “modernized” the building to be “clean and sleek.” Mr. Dubrule stated that they have filed with the Board of Health for an EHIR permit and with the ZBA for signage variances. He stated that they had received BETA’s peer review letter, dated June 29, 2020, and were in the process of addressing those comments.

After review of the rendering plan presented, the Board was of the opinion that the design of the building and signage proposed was not representative of the “Village-feel” atmosphere that Millis maintains. Mr. Nichols stated that internally lit signs are not permitted and the signs proposed are much too large. The Board was in agreement that alternative designs, more compatible with what is currently in Town, should be prepared.

Ms. Recos of BETA Group, summarized a few of her comments. She stated that the ADA wheelchair ramp detail needed to be expanded. Parking was discussed and Ms.

**MILLIS PLANNING BOARD  
MEETING MINUTES  
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

**July 14, 2020**

Recos stated that they are looking for parking space number clarification. The Board was not in favor of the proposed locations of the handicap parking spaces across the parking lot as they pose a safety hazard.

In order to allow the applicant time to address BETA's comments and revise the plans, the hearing will be continued.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to continue the public hearing at 7:57 p.m. to Tuesday, August 11, 2020, 7:30 pm. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

**OTHER BUSINESS:**

**ZONING BYLAWS/SUBDIVISION RULES & REGULATIONS  
PROPOSED REVISIONS – NICOLE RILEY**

Ms. Riley stated that she has begun looking into some items that the Planning Board may want to consider revising; not only in the Zoning Bylaws but with the Subdivision Rules and Regulations. She will look further into frequently requested waivers and consult with Ms. Recos and provide some language for the Board to consider at a future meeting.

Ms. Recos stated that she would follow up with Mr. McKay and the Select Board regarding MS4 permit regulations and Stormwater Regulations to see if there is a way to streamline the various stormwater requirements from all the Town Boards.

**FY21 AP & PAYROLL SIGNATORIES**

A motion was made by Mr. Yered, seconded by Mr. Handel, to authorize *either* Mr. Richard Nichols or Ms. Nicole Riley to sign/approve payroll on behalf of the Planning Board. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously. It is understood that this provision does not eliminate the responsibility of the other members of the Planning Board.

A motion was made by Ms. Riley, seconded by Mr. Yered, to authorize Mr. Richard Nichols to sign/approve Planning Board bills on behalf of the Planning Board. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously. It is understood that this provision does not eliminate the responsibility of the other members of the Planning Board.

**PROJECTS UPDATE**

Mr. Nichols summarized the monthly project update letter from Mr. Robert Weiss, Economic Development and Planning Director, dated July 8, 2020.

**MILLIS PLANNING BOARD  
MEETING MINUTES  
VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

**July 14, 2020**

**MINUTES**

A motion was made by Mr. Nichols, seconded by Mr. Yered, to approve, as written, the minutes from the June 9, 2020 ZOOM meeting. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

**UNFORESEEN:**

**VIOLATION CLAIM AT 35 BULLARD LN./OTHER CONCERNS**

**GEORGE SGOURAKES**

Mr. Sgourakes submitted a letter to the Planning Board, dated June 30, 2020, wherein he cites three issues of concern:

1. Possible violation to Scenic Road Rules & Regulations for tree removal in front of 35 Bullard Lane
2. Interpretation by Zoning Board of Appeals regarding “yard”/zoning conformance
3. Safety issue regarding installation of “ornamental stone wall” at 35 Bullard Lane

Mr. Nichols stated that Mr. Sgourakes’ concerns were not under the jurisdiction of the Planning Board. Mr. Nichols recommended that he contact the Town Administrator and Tree Warden; for any safety concerns, the Police Chief should be contacted.

**ADJOURN**

There being no further business, a motion was made by Mr. Nichols, seconded by Mr. Yered, to adjourn the remote meeting at 8:35 p.m. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

Scheduled Planning Board Meetings: August 11, 2020  
September 15, 2020

*Respectfully submitted,*

---

*Camille Standley, Administrative Assistant*