

**MILLIS PLANNING BOARD      September 15, 2020**  
**MEETING MINUTES**  
**VIRTUAL/REMOTE MEETING VIA ZOOM PLATFORM**

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 (exited mtg early due to connectivity issues)  
                              Alan Handel  
                              Joshua Guerrero, Associate Member  
  
                              Melissa Recos, PE, BETA Group, Inc.  
  
                              Camille Standley – Administrative Assistant

Members Absent:

Also present:          Daniel Merrikin, Legacy Engineering  
                              Robert Weiss, Economic Dev. & Planning Director  
                              Greg Whelan  
                              Norm Kotoch  
                              Ted Merchant, Toll Bros., Inc.  
                              Doug Pope, Pope Energy

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

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

Mr. Daniel Allen of Bohler Engineering, representing the applicant, in an email to the Planning Board, dated September 2, 2020, requested a continuance to the next meeting. They are working through the site plan modifications.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to continue the public hearing, without discussion, at 7:32 p.m. to Tuesday, October 13, 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.

**SPECIAL PERMIT FOR/WITH SITE PLAN APPROVAL APP., PUB. HEARING**  
**376 ORCHARD STREET – SPARHAWK ACADEMY**  
**THE MILLBROOK SCHOOL FOUNDATION**

The public hearing was opened at 7:35p.m. with notice being read by Ms. Riley, Clerk.

Mr. Merrikin, representing the applicant, presented the application and plans. The site is a 59 acre parcel of land between Millis and Sherborn. There are currently six buildings including two existing classroom and office buildings. The private, non-profit school is operational. The

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proposed project includes construction of a 7,500 SF school building with a porch/patio, gravel driveway and parking spaces. Mr. Merrikin stated that they are in the process of addressing BETA's review comments and will come back with revisions.

Traffic was discussed. A letter from Mr. Dale Hamel, dated September 7, 2020, was received regarding, in part, designation of a "School Zone." Mr. Merrikin stated that all traffic will enter through the existing driveway. He stated that a traffic study was done two years ago when the school was first proposed stating the adequacy of the site in relation to traffic. The Police Chief will be consulted regarding the School Zone designation.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to continue the public hearing at 7:46 p.m. to Tuesday, October 13, 2020, 7:35 pm. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

**SCENIC ROAD PUBLIC HEARING****121 ORCHARD STREET – GIAMPIETRO**

The public hearing was opened at 7:48 p.m. with notice being read by Ms. Riley, Clerk

A Scenic Road Application was filed by Mr. & Mrs. Giampietro wherein they requested permission to remove and rebuild a portion of a stone wall to provide a driveway access to a proposed dwelling.

The Board reviewed the plan entitled, "Scenic Road Stone Wall, Site Development Plan, Millis, MA," prepared by Carlson Survey Company, dated August 18, 2020. Mr. Nichols also conducted a site visit. The Board had no issues with the request.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to close the public hearing at 7:50 pm. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to grant permission for the removal and replacement of the portion of stone wall as shown on the plan for 121 Orchard Street. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

**1512 MAIN ST. SELF-STORAGE; REVISED ARCHITECTURAL BUILDING ELEVATIONS**

Mr. Merrikin, representing the applicant, presented the proposed architectural revisions to the self-storage facility at 1512 Main St. He stated that this is part of the approved project for 1475, 1485 & 1512 Main Street self-storage buildings.

Mr. Merrikin stated that the footprint will remain the same; only exterior architectural changes are proposed. These changes are due to the financially prohibitive expense for the original architectural designs. The Board reviewed the "Cube Smart New Building Addition Building 2" architectural plan, dated August 11, 2020 by Merit Hill Capital.

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A motion was made by Mr. Nichols, seconded by Mr. Handel, to approve the revised exterior design as presented for 1512 Main Street self-storage facility. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

**EXPANSION OF MCEOD (“MIXED USE”) ZONING DISTRICT DISCUSSION**

Mr. Merrikin stated that he had been approached by developers regarding the former Budabing’s restaurant site at 1060 Main Street, who would be interested in a “Mixed Use” development. Since “Mixed Use” developments are only allowed in the Millis Center Economic Overlay District (MCEOD), Mr. Merrikin asked if the Board would consider expanding the district. Mr. Merrikin suggested extending the MCEOD over all or a portion of the small C-V district that encompasses the intersection of Main Street and Pleasant Street and Hammond Lane. In his opinion, this expansion would provide beneficial opportunities and encouragement to redevelop properties in that area that are “effectively part of the Town center.”

Mr. Weiss was in attendance. There was discussion regarding zoning and “spot” zoning. Ms. Riley clarified that this would be an extension of an “overlay district” where the original zoning is not being changed. In an effort to move forward with an article for the fall Town Meeting warrant, Ms. Riley will work with Mr. Merrikin and Town Counsel on the best way to proceed. Proposed language will be provided to the Select Board for their review.

**“EMERSON PLACE” DEF. SUBDIVISION PLAN ENDORSEMENT**

Mr. Merrikin provided the approved Definitive Subdivision Plan set for endorsement by the Planning Board. The Definitive Subdivision was approved by the Planning Board on June 17, 2020. The Board endorsed the 36-sheet plan set entitled, “Emerson Place, Definitive Subdivision Plan,” dated February 12, 2020, Latest Revision: July 15, 2020.

**WAIVER OF SITE PLAN APPROVAL REQUEST  
1105-1115 MAIN STREET – HONEW DEW DONUTS**

The Board reviewed Mr. Choubah’s waiver request letter, dated September 2, 2020. The site plan for this location was previously approved as part of the gasoline station, convenience store, and coffee shop with drive-thru development.

A motion was made by Mr. Nichols, seconded by Ms. Riley, 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 the Honey Dew Donuts coffee shop. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Raut Chhetry – aye; Handel – aye; Guerrero - aye. The motion passed unanimously.

**“RIVENDELL WOODS” DEFINITIVE SUBDIVISION – 227 CAUSEWAY ST.  
INFORMAL DISCUSSION – GREG WHELAN**

Mr. Greg Whelan stated that he is interested in purchasing a property where a three-lot subdivision was approved by the Board at 227 Causeway Street. According to Mr. Whelan, the “road as designed is a travesty for the neighborhood.” He stated that the roadway design on the

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approved Definitive Subdivision plan is very intrusive and he would like to design an entrance that is a private way with a “proper turnaround” for emergency vehicles.

The Board stated that any change in the approved design would require the filing of a Modification to Definitive Subdivision approval request.

**REGENCY AT GLEN ELLEN – INFORMAL DISCUSSION****TED MERCHANT – TOLL BROS., INC.**

Mr. Merchant updated the Board on the walking trails and mowing. He stated that they are working on both trail systems – the trails open to the public and trails for residents only. Mr. Merchant stated that they have mowed and marked the trails and they are in the process of getting adequate signage. He said that the Homeowners Association would be taking over managing the trails and bridges used by Town residents. Mr. Merchant will work with Ms. Recos of BETA on marking the limits of mowing. Mowing of the Open Space area (meadow) will be done once a year, he stated.

There was an issue with a contractor working on a Sunday without proper authorization. The Building Inspector worked with Toll Brothers and created an authorization form to be filled out for approval prior to any off-hours work being conducted.

**BIGELOW FARM – PROPOSED AGRICULTURAL SOLAR OVERLAY DISTRICT****DOUG POPE, POPE ENERGY**

Mr. Pope presented his proposal for a Solar Overlay District Zoning change for Bigelow Farms. He stated that the owners of Bigelow Farm would like to install dual-use Agricultural Solar on their property at 6 Norfolk Road. He presented two options on how the Town could adopt the concept of a Solar Overlay District for this property and some adjacent properties.

Mr. Nichols stated that this proposal is too late for fall Town Meeting. Mr. Weiss, in his role as Energy Manager, stated that Millis has been a “Green Community” since 2013. He stated that currently, there is a bylaw that large-scale ground-mounted solar installations can only be placed in the I-P or I-P-2 district. Mr. Pope will work with Mr. Weiss and look into this proposal further.

**CLYDE BROWN SCHOOL – MINOR FIELD CHANGES****PERMANENT BUILDING COMMITTEE**

The Board reviewed the submitted list of visible site changes to the Millis Clyde Brown School Project provided by Mr. Wayne Klocko. The Board understands these minor modifications/changes were made based on unforeseen conditions, scope changes and other decisions made by the Town.

On a motion made by Mr. Nichols, seconded by Mr. Guerrero, it was voted unanimously to approve the minor modifications as field changes as listed on the attached sheet from Agostini Bacon. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

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**OTHER BUSINESS:**

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

To be discussed at a future meeting.

**MINUTES**

A motion was made by Mr. Nichols, seconded by Ms. Riley, to approve, as written, the regular session minutes from the August 11, 2020 ZOOM meeting. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Handel – aye. The motion passed unanimously.

A motion was made by Mr. Nichols, seconded by Ms. Riley, to approve, as written, the executive session minutes from the August 11, 2020 ZOOM meeting. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Handel – aye. The motion passed unanimously.

**ADJOURN**

There being no further business, a motion was made by Mr. Nichols, seconded by Ms. Riley, to adjourn the remote meeting at 9:17 p.m. By Roll Call Vote: Nichols – aye; Riley – aye; Yered – aye; Handel – aye; Guerrero – aye. The motion passed unanimously.

Scheduled Planning Board Meetings: October 13, 2020

*Respectfully submitted,*

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*Camille Standley, Administrative Assistant*