

**MILLIS PLANNING BOARD  
MEETING MINUTES  
IN PERSON MEETING ROOM 229, VMB**

**June 22, 2021**

The meeting was called to order at 7:00 p.m. by Mr. Richard Nichols, Chair.

Members present:     Richard Nichols, Chair  
                              George Yered, Acting Clerk  
                              Bodha B. Raut Chhetry  
                              Alan Handel

Melissa Recos, P.E., BETA

Members Absent:     Nicole Riley, Clerk  
                              Joshua Guerrero, Associate Member

Also present:         Michael Duggan, Anthology Senior Living, 2401 E. 2<sup>nd</sup> Ave., Denver, CO  
                              Katya Podsiadlo, Verdant LA, 318 Harvard St., Brookline, MA  
                              Robert McCoy, 106 Dover Rd.  
                              Janice McCoy, 106 Dover Rd.  
                              Jamie Scavone, 14 Ironwood Lane  
                              Martha Kessler, 275 Island Rd.  
                              Suzanne Rooday, 52 Bridge St.  
                              Megan Tufts, 60 Bridge St.

**DOVER ROAD RESIDENCES ASSISTED LIVING FACILITY  
INFORMAL DISCUSSION – ANTHOLOGY SENIOR LIVING**

Mr. Duggan of Anthology Senior Living, the current owner/developer of the assisted living facility known as Dover Road Residences/Anthology of Millis, stated that they have been working with BETA over the past two weeks to address their comments made in their May 20, 2021 memorandum. He stated that they have also reached out to abutters/residents to keep the lines of communication open with them. A project manager will be on-site every other week and they will also create a “monthly report” to keep people informed, Mr. Duggan said.

Mr. Duggan stated that the landscape plans were revised to be close to what was originally approved. The “walking trail” could be made open to the public, however, they would like to consider posting hours of use so it is not used in the evening. Mr. Duggan and Ms. Podsiadlo summarized their responses to comments made on the May 20, 2021 review memorandum from BETA (see attached). Ms. Recos stated that Item #4 regarding signage on the crosswalk is included as a condition in the Decision and wants the applicant to be sure it is shown on the plans and not forgotten. Ms. Podsiadlo stated that they will not be forgotten. Ms. Podsiadlo said that in order to mitigate some of the unpermitted cleared area done by the previous contractor, screening mitigation will be provided with some additional trees. Ms. Recos pointed out that the stockade fence was installed offset 30’ +/- from the stone wall/property line, which is a variation from what is shown on the proposed plan set and is not currently included on the existing conditions plan. Ms. Podsiadlo said she will also add the stockade fence to the existing conditions plan. Ms. Recos also noted that the limits shown for light readings on the photometric plan need to be extended to show 0 outside of the property line; right now the readings are cut at the southern property line so it is unclear if there is spillage at this location. Mr. Duggan agreed.

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There was discussion regarding signage. Mr. Duggan stated that he was aware that a licensing agreement with the Select Board had been discussed with the previous owners. He will look into this. Addition/extension of fencing and adding trees to create additional screening for abutters was discussed. Mr. Nichols suggested that the applicant look into this with the abutters.

On a motion made by Mr. Nichols, seconded by Mr. Yered, it was unanimously voted (4-0) to approve, as minor modifications/field changes, the revised plans provided below:

1. Landscape Plans by Verdant Landscape Architecture (14 sheets), for “Millis AL, 125 Dover Road, Millis, MA 02054, L Series Material & Layout Plan,” Issue Date: 4/12/21 Permit, last revised 6/21/2021
2. Civil Plans by GLM Engineering Consultants, Inc., (15 sheets), for “Anthology of Millis, Millis, MA,” Issue Date: 4/12/21, last revised 6/22/2021
3. Photometric Plan by Illumination Systems (1 sheet), dated 6/15/2021

Voting on this motion was Mr. Nichols, Mr. Yered, Mr. Chhetry, and Mr. Handel.

**ADJOURN**

There being no further business, a motion made by Mr. Nichols, seconded by Mr. Yered and voted unanimously, the meeting was adjourned at 7:36 p.m.

Scheduled Planning Board Meetings: July 13, 2021 Room 229, VMB  
August 10, 2021 Room 229, VMB

*Respectfully submitted,*

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*Camille Standley, Administrative Assistant*



## MEMORANDUM

Date: May 20, 2021  
Job No.: 5325  
To: Richard Nichols, Chairman of Planning Board  
Cc: Camille Standley - Planning Board, John McVeigh - Board of Health  
From: Melissa Recos, P.E., BETA Group  
Subject: **"Dover Road Residences/Anthology of Millis" Assisted Living Community Permit Plan Set**

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BETA Group, Inc. (BETA) received the following documents for review related to the previously approved "Dover Road Residences" Assisted Living Community Project:

Permit Plan Set (350 Sheets) entitled **Anthology of Millis**, dated April 12, 2021, prepared by The Architectural Team, Inc., Chelsea, MA

BETA reviewed the Civil, Landscape and Architectural sheets of this April 12, 2021 Permit Plan Set for consistency with previous approvals of the Board of Health Permit No. EHIR 2016-3 dated March 13, 2017 issued to Barberry Homes, LLC (with permit duration extended to 10/21/2021) and Planning Board Special Permit for/with Site Plan Approval (with permit duration extended to 10/19/2021) including the most recent plans sets and modifications as follows:

*Revised plans have been provided to respond to these comments:*

*Landscape Plans dated 6/21/21; Photometric plan dated 6/15/21; Civil Plans dated 6/22/21*

Plans (27 sheets) entitled "Site Development Plan, 'The Dover Road Residences' Assisted Living Community, Millis, Massachusetts," dated March 7, 2016, last revised January 16, 2017 prepared by GLM Engineering Consultants, Inc. – *inclusive of Civil, Landscape, Architectural & Lighting Sheets*

Plans (14 sheets) entitled "Site Development Plan, 'The Dover Road Residences' Assisted Living Community, Millis, Massachusetts," dated March 7, 2016, last revised January 31, 2017 prepared by GLM Engineering Consultants, Inc. – *inclusive of Revisions to Civil Sheets*

Plans (16 sheets) entitled "Site Development Plan, 'The Dover Road Residences' Assisted Living Community, Millis, Massachusetts," dated March 7, 2016, last revised January 18, 2018 prepared by GLM Engineering Consultants, Inc. – *inclusive of Revisions to Civil Sheets*

Revised Architectural Site & Elevation plans dated November 2, 2020 prepared by The Architectural Team Inc. – *inclusive of Revisions to Architectural Sheets*

BETA's review of the April 12, 2021 Permit Plan Set found the following exceptions/notations to what was previously approved:

1. Layout Plan C-4 shows slightly larger cottage building footprints (+550 sf/cottage) that are located closer to the property line. Front, Side and Rear distance measurements on the plans are not updated. All cottages remain outside the required setbacks except for the cottage at the front, northwest corner of the site. The corner of this cottage is shown within the 40-ft front yard setback. **Move building out of the front yard setback. The Cottages have been moved out of the 40' front yard setback.**
2. Layout Plan C-4 no longer includes a crosswalk and ADA compliant ramps at the rear northeast building corner to cross the driveway and access proposed walking trail. Although a section detail for the walking trail remains on the Civil plans, there is no longer a proposed walking trail around the property as was shown on the original Site Plans as well as the Revised Architectural Site plans approved 11/2/2020. **Discuss with the Board why the walking path was removed and whether this should be considered a project change requiring approval. The crosswalks, ADA ramps and walking trail have been added back.**



3. Layout Plan C-4 no longer includes a proposed identification sign at the northern site entrance. There is now a site sign proposed at the intersection of Bridge Street and Dover Road and a detail for the sign on Sheet LD-3. The Planning Board decision included a condition that the site entrance sign is to be designed in accordance with Section VII of the By-Law and submitted to the Town for approval since the previous plan set did not have a sign detail. As shown it exceeds the 10 square foot sign size and does not meet the 1.5 time front yard depth setback (60') for the Residential District. **Confirm or condition approval of site sign meeting Section VII of the By-Law or reiterate condition.** The site id sign has been moved back to approved location at the north entrance. Size of the sign has been reduced to 10 sf.
4. The Planning Board decision included a condition for sidewalks and crosswalks at the Dover Road intersection with Bridge Street to be designed and constructed in accordance with a Sketch Plan attached to the decision. These modifications are included within the plan revisions except for cross walk signage called for at the Dover Street sidewalk crossing. **Confirm or condition that this signage will be installed.** The cross walk and signage at Dover Road is shown on the plans, the work has not been completed to date.
5. A grease trap detail and sizing calculations have been added to the plan set on Sheet C-13. Based on the calculations shown on the plans, the proposed tank is 1500 gallons, 15 gallons per seat x 100 seats. The proposed seating capacity identified in the calculation is 125 seats. The Planning Board decision included a condition that the applicant submit grease trap sizing and design to the Board of Health for review and approval prior to construction. **Confirm Board of Health approval of proposed sizing and design or reiterate condition.** Grease trap was revised for 125 seats.
6. Previous plan set included a Photometric Plan set verifying no light spillage over the property lines. Permit Plan Set includes lighting plans, sheet L4.0, with a similar lighting layout however photometrics are not shown. There is a note on this sheet that says "Final approval of lighting plan including photometric output required by Town of Dover". Revise note to Town of Millis. **BETA recommends submission of final lighting plan including photometric output showing no spillage over the property line as a condition of approval.** Photometric plan verifying no light spillage over property lines has been updated with similar lighting layout.
7. The final landscape plan is, in general, similar to the approved plan with the following exceptions:
  - The quantity of proposed evergreen trees is lower – Original plan had about 70 and the revised plan had about 80 – this plan has about 55. **Quantity of evergreen trees has been increased to 88.**
  - The sizes of the proposed evergreen trees is significantly smaller – Original and revised plans noted 8-10', 10-12' and 12'-14' – the latest plan notes 5-6', 6-7' and 7-10'. **Size of all evergreen trees have been increased to match approved plans.**
    - Note – it has been difficult to get large evergreen trees this spring from many nurseries – maybe more material will be available this fall or next spring – hard to say
  - The sizes of the proposed deciduous trees are slightly smaller – in general the decrease is from 3-3.5" caliper to 2-2.5" caliper. **Size of deciduous trees has been increased to match approved plans.**
  - The amount of native seeding, along the Ironwood Lane side, has been reduced from the original plan – 36,500 s.f. to my estimate of 25,000 s.f. **Quantity of native seeding has been increased to match or exceed the approved plans.**

**BETA recommends providing additional vegetation behind Cottages 7&8 and 9-14 to help screen the resident(s) along Ironwood Lane, additional vegetative screening of the dumpster and compactor area and generally a more naturalistic layout of the native seed mix in the rear of the property between the Cottages and Ironwood Lane to be more consistent with the landscaping originally proposed.**

The planting plan has been updated to add and relocate screening trees toward the perimeter and around the trash enclosure to screen abutters. A more naturalistic layout of the native seed mix has been provided, which is consistent with the original proposal.

Ref: C:\p00000000\mills - assisted living facility\engineering\reports\2021\modification review\BETA memo\_revised Plan Set Review 5.19.21.docx







## MEMORANDUM

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