

The meeting was called to order at 7:30 p.m. by Mr. Robert Cantoreggi, Chair.

Members present: Robert Cantoreggi, Chair
George Yered, Clerk
Catherine MacInnes
James McKay
Nicole Riley
Richard Nichols, Associate Member

Members Absent:

Also present: Ellen Rosenfeld, 730 Main St.
David LaPointe, Medway St., Norfolk
John Griffin, 55 Priscilla Ave.
JaiKaur Khalsa, 30 Myrtle St.

**ENDORSEMENT OF PLANS
ROCHE BROTHERS – EXPRESS LANE**

Ms. Rosenfeld presented the mylar plans for the approved project. The Special Permit was approved on July 31, 2012. The Planning Board endorsed the plans. (Note: the plans had been revised as previously approved by the Board.)

**NEW BUSINESS:
WAIVER OF SITE PLAN REVIEW REQUEST
20A MILLISTON ROAD – COMMON LAUNDRY
ELLEN ROSENFELD**

The Planning Board reviewed a letter, dated September 5, 2012, by Ms. Ellen Rosenfeld requesting a waiver of Site Plan Review for Common Laundry at 20A Milliston Road.

As Ms. Rosenfeld stated, the tenant is not changing, however, a building permit is being requested for renovations as stated in the letter. The building permit process will address all issues and concerns that may arise, Ms. Rosenfeld stated.

On a motion made by Mr. James McKay, and seconded by Ms. Catherine MacInnes, 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 20A (Common Laundry) Milliston Road.

**NEW BUSINESS:
WAIVER OF SITE PLAN REVIEW REQUEST
1140 MAIN STREET – ONE CUP
JOHN GRIFFIN**

The Planning Board reviewed a letter, dated September 10, 2012, by Mr. John Griffin of One Cup, Inc., requesting a waiver of Site Plan Review for a coffee retail store at 1140 Main Street.

Mr. Griffin stated that he currently owns a “One Cup” store located in Norfolk, MA, and would like to expand his small business to Millis. He stated that One Cup is a retail store offering a variety of single-serving “K-cups” for sale. The footprint of the building is not changing, Mr. Griffin said and the building permit process will address all issues and concerns that may arise.

On a motion made by Mr. James McKay, and seconded by Ms. Nicole Riley, 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 1140 Main Street (One Cup).

**JAIKAUR KHALSA - 30 MYRTLE STREET
INFORMAL DISCUSSION RE: SCENIC ROAD**

Ms. Khalsa stated that she was referred to the Board by the Building Inspector. She would like to construct a “traditional stone wall” out front on her property at 30 Myrtle Street. She was told that Myrtle Street is designated as a Scenic Road and she is asking for guidance on how to proceed – whether or not she needs to file a Scenic Road Application. Ms. Khalsa was told that she does not need to file an application as she is constructing a new wall on her property. Ms. Khalsa was instructed to contact Mr. McKay at the DPW to discuss placement of the wall so it is constructed on her property – not Town property.

OTHER BUSINESS:

**150 DOVER ROAD - RADIO FREQUENCY
FRONT PARKING LANDSCAPE PLAN REVIEW**

The Board reviewed a letter, dated September 11, 2012, by Mr. Paul Truax, P.E., of GLM Engineering Consultants, Inc. Permit Condition of Approval #18 of the Decision requires the applicant to “provide a proposed landscape plan” to the Board for approval prior to the issuance of a Building Permit. The Board reviewed the plan submitted entitled, “Front Parking Landscape Plan, ‘150 Dover Road Garage,’ Millis, Massachusetts,” dated Sept. 11, 2012. The Board approved of the plan and the Building Inspector will be notified that a building permit may be issued.

MINUTES

On a motion made by Mr. Yered, seconded by Ms. Riley, it was unanimously voted to approve the regular session minutes from July 31, 2012, as written.

ADJOURN

There being no further discussion and on a motion made by Ms. MacInnes, seconded by Mr. McKay and voted unanimously, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

*Camille Standley
Administrative Assistant*