

**MILLIS PLANNING BOARD MINUTES**

**Tuesday, April 23, 2013**

**Room 229, Veterans Memorial Building, 900 Main St., Millis, MA**

The meeting was called to order at 7:30 p.m. by Mr. George Yered, Acting Chair.

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

Members Absent: Robert Cantoreggi

Also present: Steven Wegner, 268 Main St.  
Greg Whelan, 64 Village St.  
John Kazis, 969 Main St. (Centennial Place)  
Steve O'Connell, Andrews Survey & Engineering, Inc.

**FORM A APPLICATION  
APPROVAL NOT REQUIRED  
268 MAIN ST.  
STEVE WEGNER**

Mr. Wegner presented the application and plan. Mr. Wegner is re-creating a lot line from east to west towards Village Street from Larch Road. One lot is being created with frontage on Larch Rd., he said.

On a motion made by Ms. Riley, seconded by Mr. Nichols, it was voted unanimously to approve and endorse an ANR plan entitled, "Plan of Land In Millis, MA," dated March 12, 2013, prepared by Commonwealth Engineering Associates, 16 Old Post Road, East Walpole, MA, stamped by Chester I. Redmond, PLS, for property located at 268 Main Street, Map 27, Parcel 64, finding the Form A in order and subdivision control not required.

The Planning Board found the criteria had been met (public way, frontage, vital access) and 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.

**FORM A APPLICATION  
APPROVAL NOT REQUIRED  
9 & 11 FOREST RD.  
GREG WHELAN**

Mr. Whelan presented the application and plan. According to Mr. Whelan, a prior ANR had been endorsed on 5/1/2012 where the lot line had been "zig-zagged" to go around the garage. He said he is submitting this plan to "trade equal land" with Mr. Dixon and "square off" the corner in the back of the property for Mr. Dixon.

On a motion made by Ms. Riley, seconded by Mr. McKay, it was voted unanimously to approve and endorse an ANR plan entitled, "Plot Plan of Land in Millis, MA" for Village St. Construction and Robert A. Dixon, dated April 12, 2013, prepared by Colonial Engineering Inc., 11 Awl Street, Medway, MA, stamped by Paul J. DeSimone, PLS, for property located at #9 & #11 Forest Rd., Map 29, Parcels 40 & 41, finding the Form A in order and subdivision control not required.

The Planning Board found the criteria had been met (public way, frontage, vital access) and 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.

**CENTENNIAL PLACE-PHASE II**

**INFORMAL DISCUSSION**

**JOHN KAZIS**

Mr. John Kazis, the developer of the Centennial Place project, requested an informal discussion with the Board. He stated that his Special Permit for Phase II of the project included a two-story building, exactly the same as the building built on the site during Phase I. Due to a variety of factors, one being the state of the economy, Mr. Kazis has opted instead to go with a one-story commercial building. He stated that the footprint remains unchanged; however, he would like to incorporate a drive-thru along the back of the proposed one-story building. Mr. Kazis stated that he would keep the building as a one-story and **not** add a second story in the future. He would try to match the façade of the first building. Mr. Kazis wanted to design the drive-thru for marketing but has no specific plans for anything right now.

Mr. Steve O'Connell, the engineer representing Mr. Kazis, presented a plan entitled, "Illustrative Master Plan, Centennial Place." Mr. O'Connell stated that the drive-thru would reduce some of the parking; however, the gross floor area is also being reduced due to the building being one-story rather than two. He said the drive-thru would be accessed mostly through Auburn Rd. Mr. O'Connell stated that he understands they would have to go to the Zoning Board, as well as file with the Planning Board for a Modification to the Special Permit. He requested the Board's input before taking the financial endeavor of designing the project.

Parking and the Town's shared parking agreement was discussed. Mr. O'Connell stated that Town Counsel would most likely have to review the project. Mr. McKay stated that, in his opinion, parking would have to be re-calculated and something would have to be prepared and shown to the Town. Ms. MacInnes stated that when they do file with the Town, they will probably be required to hire a traffic consultant for Auburn Road.

Mr. O'Connell stated that they appreciate the Board's input and they will be back when they are ready to file.

**ASSISTED LIVING BYLAW**

**INFORMAL DISCUSSION**

Ms. Riley reviewed all the information submitted by Town Counsel on the Assisted Living Bylaw. Ms. Riley presented a handout with comparisons by different Towns having the bylaw in place. She summarized her findings. Ms. Riley's recommendation is that the Town amend the Senior Residential Community Development bylaw and include Assisted Living Facilities as an option (not a requirement).

Mr. McKay stated that part of the Downtown Development options discussed included Assisted Living options. He was of the opinion that the Master Plan Committee may want to discuss this as well to get something "on the books" sooner rather than later. Ms. MacInnes suggested that a sub-committee be created to discuss this issue. Ms. Riley offered to be the representative of the Planning Board on this sub-committee. The Selectmen and Town Administrator will be contacted to see if they can mention this at an upcoming televised meeting to help form the sub-committee.

(Note: this item is scheduled on the Selectmen's agenda for 5/20/13)

**OTHER BUSINESS:**

**PB ASSOCIATE MEMBER RECOMMENDATION**

**RICHARD NICHOLS**

Mr. Nichols' term as Associate Planning Board member expires June 30, 2013. He would like to be reappointed to the position.

On a motion made by Ms. Riley, seconded by Mr. McKay, it was voted unanimously to recommend Mr. Nichols as Associate Member for another term. The Board will contact the Board of Selectmen and recommend his reappointment to the Planning Board.

**DOWNTOWN ZONING INITIATIVE**

Mr. Yered read an email from Charles Aspinwall, dated April 8, 2013. Mr. Aspinwall requested that the Planning Board discuss "which entity should continue with the Downtown zoning initiative." The next step in the process is to work with someone from MAPC to develop the zoning plan to help accomplish the goals outlined in the prepared Downtown Development report. Mr. McKay stated that the Planning Board should be involved as any zoning bylaw changes have to go through the Board. The Board was of the opinion that the Master Plan Committee should be the entity to continue working on the zoning initiative. Mr. Yered is the representative of the Planning Board on the MPC.

On a motion made by Ms. Riley, seconded by Ms. MacInnes, it was voted unanimously to recommend the Master Plan Committee's involvement in the zoning process.

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**MINUTES**

On a motion made by Mr. McKay, seconded by Ms. Riley, it was unanimously voted to approve the minutes from March 26, 2013, as written.

On a motion made by Mr. McKay, seconded by Ms. Riley, it was unanimously voted to approve the minutes from February 26, 2013, as written.

**ADJOURN**

There being no further discussion and on a motion made by Mr. McKay, seconded by Ms. MacInnes and voted unanimously, the meeting was adjourned at 8:55 p.m.

*Respectfully submitted,*

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*Camille Standley*  
*Administrative Assistant*