

**PORTLAND PLANNING AND ZONING COMMISSION  
REGULAR MEETING**

**Thursday, April 18, 2024 at 7:00 PM  
Buck Foreman Room (2<sup>nd</sup> Floor)  
265 Main Street, Portland, CT.**

**Regular Meeting Minutes**

1. Call Meeting to Order

Robert Ellsworth called the meeting to order at 7:00 p.m.

2. Introduction of Members and Seating of Alternates

Present: Bob Ellsworth, Robert Taylor, Carolyn Freeman, Jennifer Tellone, Chantal Foster, Tom Bransfield, Victoria Tchetchet.

Staff: Dan Bourret, Town Planner  
Dawn Guite, Recording Secretary

3. Accept Amended Agenda

**MOTION:** Victoria Tchetchet MOVED, seconded by Robert Taylor to ACCEPT the agenda as AMENDED. **VOTE UNANIMOUS. MOTION CARRIED.**

Robert Ellsworth thanked Victoria Tchetchet for filling in as acting chair during the Public Hearing/Meeting on April 4<sup>th</sup>.

**Public Hearing**

4. PZC Application #23-11: 1561 Portland Cobalt Road. Request for Special Permit Renewal of Sand and Gravel Excavation Permit to excavate and remove 193,323 cubic yards of earth material which includes onsite crushing and screening. Application and property of Riverside Equites LLC. Map 6, Lot 21-1. Zone B-2. *To be opened on May 2<sup>nd</sup>.*
5. PZC Application #23-12: 220 Isinglass Hill Road. Request for Special Permit for construction of an 8-bedroom residential care home. Application of Oroville Place, LLC and property of Sean McGrail Revocable Trust. Map 129, Lot 9. Zone RR. *To be opened on May 16<sup>th</sup>.*

**Regular Meeting**

6. PZC Application #23-09: 850 Portland Cobalt Road. Request for Site Plan Review for a proposed retail fueling station and convenience store with drive thru. Application of Jannat LLC and property of MJS Realty Venture LLC. Map 31, Lot 23-2. Zone B-2. *Waiting for Phase 1-A approval from the State of CT otherwise application will be withdrawn and resubmitted.*
7. Receive Application:
  - PZC Application #23-15: Proposed Amendment to the Portland Zoning Regulations. Change to section 9.17.1 to change to maximum number of 2 bedrooms to 30% were 55% is currently allowed. To add a maximum number of 16 residential units per historic building restored. To remove text from section 9.17.5.M.2 “For good cause shown, and following a public hearing, the developer may secure relief from this requirement as a modification to the approved plan provided that the Commission is satisfied that conditions beyond the control of the developer will prevent the execution of the schedule of development as approved.” Application of Ben Srb. *To be opened on May 2<sup>nd</sup>.*

- PZC Application #23-16: Proposed Amendment to the Portland Zoning Regulations. Change to section 9.17.1 to increase the allowable MUD residential units to 350 from the current 240 and to increase the ration of allowable apartments from 16 to 21 per 5,000 square feet of commercial space. Change to section 9.17.5.E to allow the sum of the total commercial area to include any single upper floor to the total commercial area where only the ground floor counts currently. Application of BRT DiMarco PTP, LLC. *Resubmitted Application. To be opened as Special Meeting on May 8, 2024 at Portland High School (at 6:00pm if high school can accommodate).*
- PZC Application #23-17: 69 Marlborough Street. Request for Special Permit Modification. Application and Property of BRT DiMarco PTP, LLC. Map 19, Lot 68. Zone B-2, B-3 and TCVD. *Per Atty. Kari Olson: Receive application but do not set public hearing. Table until decision on text amendment is made.*

*Robert Taylor voiced concern regarding inclusion of PZC Application #23-17 per Atty. Olson's comment. Why include now when PZC #23-16 is a resubmitted application awaiting decision.*

8. New Business:  
None

9. Old Business:

- Business and Industrial Zoning  
Victoria will prepare a preliminary draft.

10. Staff Report:

- Correspondence  
There was no correspondence.
- Brainerd Place Update

There was no discussion.

11. Public Comment: The Commission will hear brief comments at this time from anyone wishing to speak. Comments may not be made regarding any pending application.

Ben Srb, West Cotton Hill Road, would like a tax abatement included if parking is moved in the TCVD.

11. Approval of Minutes: 4/4/2024 Regular Meeting

**MOTION:** Robert Taylor MOVED, seconded by Victoria Tchetchet to ACCEPT the Regular Meeting Minutes of 4/4/2024 as AMENDED. **VOTE UNANIMOUS. MOTION CARRIED**

12. Adjourn

**MOTION:** Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 7:32 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

*Dawn Guite*

Recording Secretary