

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING
Thursday, February 20, 2025 at 7:00 PM
Buck Foreman Room
Public access through Zoom link A at www.portlandct.org

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 Chantal Foster, Victoria Tchetchet, Jennifer Tellone, Tom Bransfield, Joe Spada

Staff: Dan Bourret, Town Planner
Henry Colangelo, ZEO
Dawn Guite, Recording Secretary

3. Accept Amended Agenda

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ACCEPT the AMENDED agenda as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

4. Meeting Procedures

Tonight's meeting follows normal procedure.

Public Hearing

5. • PZC Application #24-15: Proposed Amendment to the Portland Zoning Regulations. Change to section 5.1 permitted uses to allow "Dwellings, containing up to 4 dwelling units in one building and no more than 1 such building per lot (See Section 5.4)". Change to section 5.4 to include B-2 zone. Application of S&G Holdings.

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to OPEN the PUBLIC HEARING. **VOTE UNANIMOUS. MOTION CARRIED.**

Attorney George Law, 595 Main Street, represented the Applicant, S&G Holdings, LLC, seeking a Proposed Amendment to the Portland Zoning Regulations. Change to section 5.1 permitted uses to allow "Dwellings, containing up to 4 dwelling units in one building and no more than 1 such building per lot (See Section 5.4)". Change to section 5.4 to include B-2 zone. This is to allow mixed residential and business uses by Special Permit in the B-2 zone as is presently allowed in the B-3 zone. 25 percent of the gross floor area of the building has to be used for business purposes. This includes parking requirements for both residential and commercial. It will be beneficial to the Town to have the B-2 zone there. Improvements will be made to properties and new properties will strengthen the town center as it is within proximity to Brainerd Place. It supports the Town's POCD and encourages and welcomes business to town. It brings residents in the area to support business. From Adams Market down there is clearly a mixed-use area including many residential homes. To allow mixed use in the B-2 zone is consistent with what already exists there. There was a discussion with questions and answers. Questions addressed public water and sewer, decrease in lot size, increase in impervious

surface, and incentives for developers. Residential density requires discussion. Should the area extend beyond public water and sewer? A list of requirements within Special Permits were put forth: number of trees per amount of frontage (Example: 1 tree for first 50 feet), landscape plan, parking behind buildings, public water and sewer, sidewalks, commercial uses facing street with addresses in front. Dan and Henry will research these requirements and report back to the Commission.

RECORDED VOTE

DATE: February 20, 2025

COMMISSION: PLANNING & ZONING COMMISSION

MOTION

To **Continue Application #24-15**: Proposed Amendment to the Portland Zoning Regulations. Change to section 5.1 permitted uses to allow “Dwellings, containing up to 4 dwelling units in one building and not more than 1 such building per lot (See Section 5.4)”. Change to section 5.4 to include B-2 zone. Application of S&G Holdings.

Made by: Bob Ellsworth

Seconded by: Robert Taylor

IN FAVOR

IN OPPOSITION

Unanimous by Voice Vote

IN ABSTENTION

Recorded By: _____

Regular Meeting

6. • PZC Application #24-16: 167 Thompson Hill Road. Proposal to construct detached garage with one bedroom accessory apartment. Application of Frank Magnotta and property of Travis and Melissa Puida. Map 111, Lot 22. Zone R-25. *Public Hearing scheduled on 3/06/2025.*

7. New Business:
• None

8. Old Business:
• None

9. Staff Report:

- TCVD Reviews: 218 Main Street, new siding and windows.

Henry Colangelo said there could be an issue with the siding because the buildings are closer than 10 feet apart. A fire retardant siding is required per fire regulation so that fire doesn't spread. Decision needs to be made regarding siding to be used.

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to APPROVE the TCVD Review for 218 Main Street. **VOTE UNANIMOUS. MOTION CARRIED.**

- TCVD Reviews: Installation of two monument signs at 69 Marlborough Street and Main Street.

Monuments were approved by PZC in the zone change for 24-13. Brainerd Place asked for an additional 10 s.f. The sign on Main Street is in the MUD and TCVD zones and will be illuminated. Two signs will be identical and illuminated.

MOTION: Robert Taylor MOVED, seconded by Jennifer Tellone to APPROVE the TCVD Review for 69 Marlborough Street. **VOTE UNANIMOUS. MOTION CARRIED. THERE WAS ONE ABSTENTION.**

- Correspondence

There was no correspondence

- Land Use Update

Traffic is leaving the wrong way from Brainerd Place. Dan Bourret is having discussions with Dan Bertram to come to a solution because it is a safety issue. To be continued.

10. 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. There were no public comments.

11. Approval of Minutes:

2/06/2025 Special Meeting

MOTION: Rob Taylor MOVED, seconded by Jennifer Tellone to APPROVE the minutes of Special Meeting on 2/06/2025. **VOTE UNANIMOUS. MOTION CARRIED.**

12/5/2024 Regular Meeting

MOTION: Jennifer Tellone MOVED, seconded by Victoria Tchetchet to APPROVE the minutes of Regular Meeting on 12/05/2024. **VOTE UNANIMOUS. MOTION CARRIED.**

12. Adjourn

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 8:14 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary