

**PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING**

**Thursday, March 21, 2024 at 7:00 PM
Buck Foreman Room (2nd 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 Agenda

MOTION: Robert Taylor MOVED, seconded by Jennifer Tellone to ACCEPT the agenda as PRESENTED.
VOTE UNANIMOUS. MOTION CARRIED.

Public Hearing

4. PZC Application #23-08: 209 Sand Hill Road. Proposal to modify existing special permit approval for a 15 ft. addition around the whole perimeter of the existing barn structure on site used for event space. Application of Arrigoni Winery LLC and property of R G Manner LLC. Map 5, Lot 14. Zone RR.
To be opened at an April meeting.

Regular Meeting

5. Application #23-09: 850 Portland Cobalt Road. Request for a 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. *Awaiting Phase IA approval on well.*
To be opened on April 4, 2024.
6. Receive Application:
- 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 at an April meeting.*
 - PZC Application #24-12: 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. *(Public hearing date needs to be set but not to be heard until at least April 18th)*
 - PZC Application #24-13: 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. *To be opened at an April meeting.*

- PZC Application #24-14: 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. *Not to be opened unless or until application #23-13 is approved.*

7. New Business:
None

8. Old Business:
• Business and Industrial Zoning

There was a discussion on how to tailor the regulations so that they are best suited for Portland. Other towns nearby were mentioned. Middletown is identified by district areas. Portland areas of note are Rts. 66 and 17, major thoroughfares and intersections, the Town Center Village District, and Rt. 66 to Gotta's Farm (Glastonbury Tpke.). It was advised to consider what is currently on the books.

Dan Bourret asked commissioners to review standards presented for Towns: Bloomfield, Cromwell, East Hampton and Guilford. Regulations for these towns are similar throughout. All standards are available on the Google drive. To be discussed during an April meeting.

9. Staff Report:

- Correspondence
There was no correspondence.

- Brainerd Place Update

Public Hearing is scheduled on April 4, 2024 at Portland High School Auditorium, 95 High Street, at 7:00p.m.

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.

Ben Srb, West Cotton Hill Road, recommended looking at places that the PZC is happy with as examples of standards for future applications.

Ryan Crafa, 230 Isinglass Hill Road, said that landscaping needs to be maintained owner to owner and a boilerplate should be established.

11. Approval of Minutes: 3/7/2024 Regular Meeting

MOTION: Robert Taylor MOVED, seconded by Jennifer Tellone to ACCEPT the Regular Meeting Minutes of 2/1/2024 as amended. **VOTE UNANIMOUS. MOTION CARRIED.**

12. Adjourn

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 8:00 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Recording Secretary