

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING
Thursday, December 5, 2024 at 7:00 PM
Buck Foreman
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, Chantal Foster, Victoria Tchetchet, Jennifer Tellone

Absent: Carolyn Freeman, Joe Spada

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

3. Accept Agenda

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

4. Meeting Procedures

Tonight's meeting follows normal procedure.

Regular Meeting

5. Receive Application:

- PZC Application #24-14: 338 Airline Avenue. Request for Special Permit for a Cannabis delivery service. Application of Affinity Grow and property of Ferrara Gabriel M Revocable Trust. Map 10, Lot 19. Zone I.

MOTION: Jen Tellone MOVED, seconded by Rob Taylor to **OPEN** Public Hearing.
VOTE UNANIMOUS. MOTION CARRIED.

Attorney George Law, represented the Applicant requesting Special Permit for a Cannabis delivery service. Application of Affinity Grow and property of Ferrara Gabriel M Revocable Trust. Rino Ferrarese, the Applicant, was here for public hearing on October 17, 2024. This is the same applicant. He is requesting special permit to run deliveries out of the building next door. The State Legislature in its last session eliminated the delivery component from micro cultivators. The applicant now needs a separate permit for delivery and transport from 338 Airline Avenue. No vehicles will be stored at this property. Deliveries are run by drivers' own vehicles. Storage facilities are locked. There is no product at the facility. It is an office building that gives drivers directions and delivery schedule. It serves for administrative purposes only. 10 – 12 employees will be administered through the office and they do not operate at the same time. It was requested that minor beautification/improvements be done to the outside of the building (façade improvements, painting,

general clean-up). Applicant has demonstrated commitment to the other facility. Administrative facility will be low key and for security there will be no signage.

MOTION: Rob Taylor MOVED, seconded by Jen Tellone to **CLOSE** the Public Hearing.
VOTE UNANIMOUS. MOTION CARRIED.

RECORDED VOTE

DATE: December 5, 2024

COMMISSION: PLANNING & ZONING COMMISSION

MOTION

To APPROVE Application #24-13: 338 Airline Avenue. Request for Special Permit for a Cannabis delivery service. Application of Affinity Grow and property of Ferrara Gabriel M Revocable Trust. Map 10, Lot 19. Zone I. As shown on a site plan and based on all renderings and information submitted, testimony provided and subject to the following instructions and conditions that are integral to this approval:

1. That this approval will expire in 5 years;
2. That the certified Letter of Approval be filed on the land records within 180 days, per ZR Section 10.5.3.2.a, these requirements must be met prior to the issuance of a zoning permit.
3. That any exterior light fixtures must comply with ZR Section 8 and must be approved by the Zoning Enforcement Officer prior to installation;
4. That any signage requires a signage permit and must conform to ZR section 8.4;
5. That a Zoning Permit be issued prior to the start of activity associated with this approval.
6. Per the Fire Marshals email dated 11/29/24 that before beginning operations the property is subject to an inspection by the Fire Marshals.
7. That as a condition of approval the applicant make landscaping and minor façade improvements to clean up site.

Reasons: The proposal conforms to section 6 and 10.4 of the Zoning Regulations.

Made by: Victoria Tchetchet

Seconded by: Rob Taylor

IN FAVOR

IN OPPOSITION

Victoria Tchetchet
Rob Taylor
Chantal Foster
Jen Tellone
Bob Ellsworth

IN ABSTENTION

Recorded By: Dawn Guite

6. New Business:
 - None
7. Old Business:
 - None
8. Staff Report:
 - 2025 Meeting CalendarWill be voted on at January 2, 2025 meeting.

December 19, 2024 meeting will be cancelled. There is no new business scheduled.

- Correspondence
There was no correspondence

- Land Use Update
Signing for online permitting will bring Land Use Department up-to-date. Building official has been away. Should be taken care of by February 2025.

9. 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.

10. Approval of Minutes: 11/21/24 Regular Meeting

MOTION: Jen Tellone MOVED, seconded by Rob Taylor to APPROVE the minutes for 11/21/24 as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

11. Adjourn

MOTION: Chantal Foster MOVED, seconded by Jen Tellone to ADJOURN the meeting at 7:28 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary