

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING
Thursday, May 15, 2025 at 7:00 p.m.
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, Chantal Foster, Carolyn Freeman, Rob Taylor

Absent: Jennifer Tellone, Joe Spada, Victoria Tchetchet, Tom Bransfield, Henry Colangelo, ZEO

Carolyn Freeman is seated for Jennifer Tellone.

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

3. Accept Amended Agenda

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

4. Meeting Procedures

Tonight's meeting follows normal procedures.

Regular Meeting

5. Receive Applications:

- PZC Application #24-19: 1401 Main Street. Proposed Special Permit Modification for food truck hosted by Chris Cote's Driving Range. Application of Millie Texidor Maffuci and property of Cote Range LLC. Map 68, Lot 1. Zone FP, RI and R-25.

Dan Bourret said this is a special permit for food truck and discussion regarding parking. *Public Hearing June 5, 2025.*

- PZC Application #24-20: Proposed Amendments to the Portland Zoning Regulations. Proposed change to section 2 definitions of the definition of "Story". Proposed change to section 3.9 height exceptions to only allow the projection of steps into the required setbacks from the first floor. Proposed change to section 3.10.2.H.I landscape buffer requirements to remove language "at least 20 feet setback" from regulation. Application of Town of Portland.

Dan Bourret said this is to discuss proposed changes to current amendments.
Public Hearing June 5, 2025.

6. New Business:

- Lighting regulations. *Tabled due to training.*

7. Staff Report:

- Correspondence

There will be a presentation by RiverCOG at the meeting in June. It is doing a trail study for a 122 mile loop including the Airline Trail in Portland. Middletown has endorsed it and RiverCOG would like to see the same from Portland; endorse the general plan to close the gap.

- Land Use Update

There was no Land Use Update.

8. 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 was no Public Comment.

9. Approval of Minutes:

5/1/2025 Regular Meeting

MOTION: Carolyn Freeman MOVED, seconded by Chantal Foster to APPROVE the minutes of Regular Meeting on 5/1/2025 as presented. **VOTE UNANIMOUS. MOTION CARRIED.** There was one abstention.

10. Adjourn

MOTION: Chantal Foster MOVED, seconded by Rob Taylor to ADJOURN the meeting at 7:15 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary