

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING
Thursday, March 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, Victoria Tchetchet, Chantal Foster, Carolyn Freeman, Jennifer Tellone, Tom Bransfield

Absent: Joe Spada

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

3. Accept Agenda

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

4. Meeting Procedures

Tonight's meeting follows normal procedure.

Regular Meeting

5. • PZC Application #24-17: 521 Glastonbury Turnpike. Proposed special permit modification to expand existing recreational soccer venue from 2 fields to 4 with associated improvements. Application of Michael Favor III and property of Oakwood Sports Outdoor LLC. Map 76 Lot 13, Zone RI.

Dan Bourret said review of application is being done. Public Hearing April 3, 2025.

- PZC Application #24-18: Courtney Lane. Proposed 1 lot subdivision. Application and property of T.C.B.S. Properties. Map 15 Lot 36-6. Zone RR.

Dan Bourret said review of application is being done. Public Hearing April 3, 2025.

6. New Business:

- Fair Share legislation

Dan Bourret said Fair Share legislation is part of DesegregateCT and how affordable housing will be dictated. Materials are on the G:Drive and will be discussed at the April 3, 2025 meeting.

- Definition of Story and Half Story

Dan Bourret said this is a proposed text amendment change that resulted from Henry Colangelo doing research on an application and realizing there is no definition in regulations for Story and Half Story. There was a discussion and it will be reworded to solidify Story and Half Story and tighten up the regulations.

Of note was discussion on amount of ceiling and floor space to determine a Story and Half Story. Greater than 50 percent is a Story. It must have a stairway and be in a residential zone. According to Old Lyme definitions there is a difference between a basement and a cellar. One counts as a story and one does not. Dan said in Portland a basement and a cellar have never been counted. They are not in the regulations currently. Flat versus gabled roofs are also to be considered when determining amount of space.

7. Old Business:

- None

8. Staff Report:

- Correspondence

There was no correspondence.

Dan Bourret said he is working with the librarian to secure space for PZC meetings in 2026.

- Land Use Update

There was no Land Use Update

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.

Peter Lombardo, 378 Hidden Lake Road, Higganum, and Paul Lombardo, 27 Churchill Road, Glastonbury, are looking to explore bringing a business to Portland. They currently have a used car business on the Berlin Turnpike in Berlin. Apparently, the area is not zoned for car sales. They said 264 Freestone Avenue has a nice area for an indoor showroom as opposed to having cars outside. It is the building at the end with a large indoor car storage area happening there now. The Lombardo business is specialty cars. They can apply under special permit in the Industrial Zone and attend public hearing to present application.

When regulations are being updated overall, it was suggested that the website be activated at the same time and there be one PDF link rather than individual links.

10. Approval of Minutes:

3/06/2025 Regular Meeting

MOTION: Victoria Tchetchet MOVED, seconded by Rob Taylor to APPROVE the minutes of Regular Meeting on 3/06/2025 as amended. **VOTE UNANIMOUS. MOTION CARRIED.**

Two commas appear after Rob Taylor's name in Introduction of Members.

11. Adjourn

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 7:35 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary