

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING
Thursday, July 13, 2023 at 7:00 PM
Buck Foreman Room (2nd Floor)
265 Main Street, Portland, CT.
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, Robert Taylor, Jennifer Tellone

Jennifer Tellone is seated for Carolyn Freeman.

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

Absent: Tom Bransfield, Victoria Tchetchet, Carolyn Freeman

3. Accept Agenda

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

Public Hearing

4. Application #22-30: Glastonbury Turnpike. Request for Special Permit Renewal of Sand and Gravel Excavation Permit to Excavate and Remove 562,000 Cubic Yards of Earth Material. Application of the Portland Aggregates LLC and property of Portland S& G LLC. Map 119, Lot 2 and 3. Zone R-25. **Public Hearing scheduled on August 17, 2023.**

Regular Meeting

5. Application #22-29: 74 Pickering Street. Proposed Site Plan Modification to construct accessory solar field and 7 ft. tall fence in front yard setback. Application of the Specialty Lighting Group and property of Carroll Properties LLC. Map 19, Lot 76. Zone I. **Public Hearing scheduled on August 3, 2023.**
6. Application #22-31: 1488 Portland Cobalt Road. Request for Site Plan Review for 10,640 sq. ft. retail building. Application of Calito Development Group and property of Middles 66 LLC. Map 6, Lot 17. Zone B-2.

Justin Packard, Civil Engineer, Hallisey, Pearson and Cassidy, represented the applicant for a Site Plan Review for a 10,640 sq. ft. retail building at 1488 Portland Cobalt Road. The property is located on the north side of Portland Cobalt Road and Rt. 66. There is 280 ft. of frontage along Portland Cobalt Road and 2.25 acres business zoned, B-2. Residential abuts to the rear and northeast side. Eggs Up is to the west, and a residence is to the east. Land is mostly vacant – meadow. The northwest portion is wooded area. Topography runs with high points along Portland Cobalt Road and the western property line. The highest point is northwest at 153 and the lowest point in the northeast corner at 115. It is moderate to low grade going in the east/northeast direction across the property. There is a curb cut in the southwest corner. The plan is to split the lot into two where the client will have 1.79 acres. The remainder belongs to the current property owner. The building will be 10,640 sq. ft. for retail business. 43 parking spaces required are being proposed including 2 handicap spaces in front of the building. Parking will be along the south and west sides of the building. The current curb cut is not adequate and will be realigned. An encroachment permit with CTDOT will be applied for. This will be for the new curb cut going to the right of way. There are 2 exit lanes, designated right, designated left, and a one-way into the site. A 5-foot retaining wall at the eastern side of the parking area is proposed to allow for grades of the building. A concrete pad loading area and an enclosure for trash and recycling will be in the northwest corner. In the rear will be a stormwater quality basin and catch basins with piping in the parking area. All are sized for the amount of water quality volume at the site. A concrete leaching system will be used at the northeast corner of the property which is where the surface run-off now goes. Intensive report shows no increase in flow to the northeast corner. There will actually be a decrease in flow due to a large amount of impervious area and the stormwater quality basin. If there is a storm event water will go through an

overflow grate and pipe. Spillway will go through the top of the berm into the meadow area and disperses from there. Flow is downstream and won't affect the residential property.

Other utilities include septic as there is no sanitary in the section of Rt. 66. 48-inch high leaching galleries and pre-cast tank will be installed for the septic. In addition, there is no water in the section of Rt. 66 so a well is proposed for the southeast corner in front of the parking area. Permit for Chatham Health for septic and permit application for the well are in place. It is identified as a transient non-community well which is a public well but not for residential use. It will service the retail property only. DPH will sign off on the well location. Electric and telecom will come from services underground on Portland Cobalt Road. Electricity location will be coordinated with Eversource.

The landscape plan is comprised of New England wet mix which is specifically designed to withstand moisture. New England upland mix will be around the detention basins. Remainder will be typical lawn mix. Plantings will be new trees and shrubbery across the front of the building. Trees along the side to separate the property will be Red Maple, Red Oak, and Eastern Red Bud. Shrubby will be White Azaleas, Inkberries, and Creeping Junipers.

Exterior building material will be brick face for the front and bottom, standard metal panel for the sides and rear, and standard metal panel for the roof. An electric vehicle charging station is not proposed however a conduit will be in place if electric vehicle charging station is approved. Mr. Calito will provide whatever is required. Lighting will be comprised of full cut-off fixtures with no illumination to the property line. Town Engineer's review should be ready next week.

7. Old Business:

- Electric Vehicle Charging Stations

There was nothing to report.

- Riverfront Overlay Zone

Dan Bourret will send an email asking for feedback from the Commissioners. Food Truck Park will be included.

- Potential Zone Changes

Discussion said to leave the area as is and not to extend into the Industrial Zone.

8. New Business:

- Land Use Training

Dan Bourret said that Land Use Training is tentatively scheduled on July 27th and 28th via Zoom. ZBA will participate and the topic will be Affordable Housing. Training will be four hours and if unable to attend members can view online at leisure.

- POCD Implementation Letter

Dan Bourret said that corrections have been made to the POCD Implementation Letter and that the letter is online. The Implementation Committee will commence in 2024.

9. Staff Report:

- Correspondence – None

There has been no update from Economic Development.

- Brainerd Place Update

Concrete floor is being poured for the main apartment building. Foundation for coffee shop is progressing.

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: 6/01/2023 and 6/15/2023

MOTION: Robert Taylor MOVED, seconded by Chantal Foster to approve Minutes of 6/01/2023 Regular Meeting as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

MOTION: Robert Taylor MOVED, seconded by Jennifer Tellone to approve Minutes of 6/15/2023 Regular Meeting as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

12. Adjourn

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 7:40 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary