

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING

Thursday, May 4, 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, Victoria Tchetchet, Chantal Foster, Carolyn Freeman, Robert Taylor, Jennifer Tellone.

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

Absent: Tom Bransfield

3. Accept Agenda

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

REC'D FOR RECORD 5/11/23 AT 2:10 P.M.
RECORDED BY [Signature] TOWN CLERK JSS

Public Hearing

4. Application #22-23: 529 Glastonbury Turnpike. Proposed 2-lot resubdivision and site plan review for 3 new commercial self-storage buildings. Application and property of Global 17 LLC. Map 83, Lot 38-2. Zone I. *Application not opened tonight for Public Hearing.*

Regular Meeting

5. Application #22-21: 15 Wilcox Hill Road. Proposed site plan review for a new bus terminal with attached maintenance garage. Application and property of L&D Reality LLC. Map 83, Lot 38-3. Zone I.

Bart Bovee, P.E., Harry E. Cole & Son, represented the applicant and said that this application was approved in 2015. There was a halt in activity so he is back with resubmission of a site plan review. The site plan is the same as in 2015 except for several things. Included will be a 2-bay bus garage and bus service area. No maintenance of buses or fueling will be done on site. A small portion in back will serve as parking for small buses and vans. A curb cut is added and a left hand turn for ease of traffic flow. The site is over 3 acres and served by public water and sewer. The Health Department is reviewing the site plan from scratch. A residence to the west, part of a subdivision, will not be affected. The sanitary system and trench will be adjusted to accommodate additional people on site. 2015 and current comments from Jacobsen and Associates have been incorporated into the site plan. As part of resubmission, is a letter requesting a gravel parking lot at the site. The town requires paved surface but gravel is recommended as it will not have public use. The same was recommended in

2015. A photometric plan is included to show LED lighting. A goal of the bus company is add 16 - 18 electric buses to the fleet along with EVCS located along the back of the parking spaces and mounted on jersey barriers. A large transformer will be installed for amperage. The building official will make sure that it is built to code. Architectural renderings have been provided for 1,000+ s.f. administration building. It will be a simple structure and more detail will be provided at the next meeting. Per calculations, there is enough capacity for a 15-year storm and 3 hour drainage. The storm water system does not need expansion. The building will be turned 45 degrees to create a buffer for the residence. Buffer will consist of white pines as they grow in quickly. A chain link fence will encompass the entire area and will be locked during non-working hours. During weather events snow will be pushed in back and against the fence.

A motion to continue is requested so that the Health Department and Jacobsen can respond to changes made per comments.

RECORDED VOTE

DATE: May 4, 2023

COMMISSION: PLANNING & ZONING COMMISSION

MOTION

To **Continue** Application #22-21: 15 Wilcox Hill Road. Proposed site plan review for a new bus terminal with attached maintenance garage. Application and property of L&D Reality LLC. Map 83, Lot 38-3. Zone I.

Made by: Victoria Tchetchet

Seconded by: Robert Taylor

IN FAVOR

IN OPPOSITION

Victoria Tchetchet
Robert Taylor
Chantal Foster
Carolyn Freeman
Jennifer Tellone
Bob Ellsworth

IN ABSTENTION

Recorded By: Dawn Guite

6. Receive Applications:

Application 22-26: Proposed amendment to the Town of Portland Zoning Regulations: Article 4.1, 5.1, and 6.1, add infrastructure to public utility use in each section. *(To be heard 6/1/2023)*

7. Other:

Application #22-25: 16 Sand Hill Road. Proposed zone change from IP to B-2. Application of Michael Brown and property of 16 Sand Hill Properties, LLC. Map 22, Lot 4. Zone IP. *(To be heard 5/18/23)*

8. New Business:

- Village District boundary extension

Dan Bourret said that the application has been withdrawn for a 40,000 s.f. building and application may be resubmitted. He suggested increasing the boundary so that the PZC has more control to decide what is in this area. Preserving the character of the town is paramount (facades) especially because this is the gateway to town. Expansion will not affect others in the district, nor will it be extended to the former Elmcrest area. Public hearing will be scheduled in June. Dan Bourret will research curb cut.

9. Old Business:

- Electric Vehicle Charging Stations

There was a discussion that EVCS locations should be promoted as business attractions to generate commerce activity. While vehicles are being charged in mall and other locations, drivers have the ability to shop, eat and take advantage of what is there.

- Riverfront Overlay Zone

The Town is looking at all opportunities to maximize the riverfront including more use of the water. \$450K+ has been generated since from the quarry. Town has received money for cleanup and has put out an RFP for consultants to help develop the area. Dan Bourret will research where land is shared by the Overlay and Industrial Zones. Discussion will continue.

10. Staff Report:

- Correspondence

There was no correspondence.

- Brainerd Place Update

The EDC wants an update from the developer. Foundation work is moving full speed.

11. 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.

12. Approval of Minutes: 4/20/2023

MOTION: Robert Taylor MOVED, seconded by Chantal Foster to APPROVE Minutes for 4/20/2023 as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

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

Dawn Guite, Recording Secretary

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