

PORTLAND PLANNING AND ZONING COMMISSION
REGULAR MEETING

Thursday, September 21, 2023 at 7:00 PM
Buck Foreman Room (2nd Floor)
265 Main Street, Portland, CT.

1. Call meeting to order

Robert Ellsworth called the meeting to order at 7:05 p.m

2. Introduction of Members and Seating of Alternate

Members Present: Bob Ellsworth, Robert Taylor, Chantal Foster, Victoria Tchetchet, Jennifer Tellone, Carolyn Freeman

Staff: Dan Bourret, Town Planner
Jade Richardson, Board Clerk

3. Accept Agenda

4. **MOTION:** Bob Ellsworth MOVED, seconded by Robert Taylor to ACCEPT the agenda as PRESENTED. **VOTE UNANIMOUS. MOTION CARRIED.**

Public Hearing

5. Application #23-01: Proposed amendment to the town of Portland Zoning Regulations: Article 7.2.3.A.1 add food truck parks to approved uses. Application of Town of Portland.

Dan, said application self explanatory no public comment.

Applicant was unable to attend tonight's meeting.

RECORDED VOTE

DATE: September 21, 2023

COMMISSION: PLANNING & ZONING COMMISSION

MOTION

TO APPROVE Application #23-01: Proposed amendment to the town of Portland Zoning Regulations: Article 7.2.3.A.1 add food truck parks to approved uses. Application of Town of Portland. With changes and/or clarifications to the proposed text amendment as follows:

7.2.3 Uses

A. In addition to the uses allowed in Section 4.1 Residential Permitted Uses, Section 5.1 Business Permitted Uses, and Section 6.1 Industrial Permitted Uses for the underlying zones, the following uses are also allowed:

1. Restaurants, to include outdoor dining and food truck parks;
2. Outdoor recreational uses to include swimming, hiking, boating, scuba diving, rock climbing, and associated retail operations;
3. Camping in accordance with Section 9.14
4. Athletic entertainment enterprises such as mini golf, batting cages, in-line skating and associated retail operations; and
5. Other uses deemed by the Commission to be water dependent and appropriate for the area.

Made by: _____

Seconded by: _____

IN FAVOR

IN OPPOSITION

IN ABSTENTION

Recorded By: Jade Richardson

6. Application #23-02: 279 Main Street. Request for Site Plan Review for multi station dog grooming and retail sales of pet supplies and items. Application of Louis Walsh and property of J & M Main Street Property LLC. Map 29 Lot 258. Zone B-3.

Louis and Michael Walsh, represented themselves and has been part of the community for fifteen years. They are interested in expanding their business location and hiring more employees to assist at their establishment.

RECORDED VOTE

DATE: September 21, 2023

COMMISSION: PLANNING & ZONING

To Approve Application #23-02: 279 Main Street. Request for Site Plan Review for multi station dog grooming and retail sales of pet supplies and items. Application of Louis Walsh and property of J & M Main Street Property LLC. Map 29 Lot 258. Zone B-3, as shown on Floor Plan and based on information submitted, testimony presented during hearing, and subject to the following instructions and conditions integral to this application:

1. That the applicant address any comments from the Fire Marshal after submittal of final plans.

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 a zoning permit application be submitted in accordance with ZR Section 11.1.1.A to ensure compliance with this approval.
 4. That any exterior light fixtures must comply with ZR Section 8.3 and must be approved by the Zoning Enforcement Officer prior to installation.
 5. Any proposed signage shall meet ZR Section 8.4.
 6. That this approval will expire in 5 years.
 7. The applicant actively manage dog waste so as not to create unsightly or smelly conditions outside of business location.
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Reasons: The proposal conforms to Section 5 and 10.5 of the Zoning Regulations.

Motion to Approve Made by: _____

Seconded by: _____

IN FAVOR

IN OPPOSITION

IN ABSTENTION

Recorded By: Jade Richardson

7. Old Business:

- Electric Vehicle Charging Stations

Dan Bourret will have more updates available at the October meeting.

8. New Business:

- POCD Implementation Letter and Table

Dan gives a review of the Memo. The Commission will review and discuss it at the next meeting. The Commission will also discuss attending a POCD meeting and providing feedback regarding the ten year plan.

9. Staff Report:

- Correspondence
There was no new correspondence
- Dan will be out of the office for the next P&Z meeting.
Dan will reach out to Bob, to see if meeting can be canceled, if no application is submitted.
- Brainerd Place Update

Dan stated, progress is being made and foundation has been created.

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 was no public comments.

11. Approval of Minutes: 08/03/23

12.

MOTION: Carolyn Freeman MOVED, seconded by Robert Taylor to ACCEPT the Meeting Minutes of 08/03/23 as presented. **VOTE UNANIMOUS. MOTION CARRIED.**

Approval of Minutes: 08/17/23

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ACCEPT the Meeting Minutes of 08/17/23 as presented. **VOTE UNANIMOUS. MOTION CARRIED.**

13. Adjourn

MOTION: Carolyn Freeman MOVED, seconded by Robert Taylor to ADJOURN the meeting at 8:15 p.m. **VOTED UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted by:

Jade Richardson

Board Clerk