

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

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, Carolyn Freeman, Chantal Foster, Victoria Tchetchet, 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.**

4. Receive in Application(s):

Application #23-03: Proposed amendment to the Town of Portland Zoning Regulations: Article 9.7.1.A.1 add Miniature Dwarf Goat to small Animals and new Article 9.7.2.A.h to add acreage requirements and restrictions to the number of Miniature Dwarf Goats that can be kept. Application of Ronald Doucette. **Discussion on November 16, 2023.**

5. Old Business:

- Electric Vehicle Charging Stations

There was a discussion about setbacks, requirements for site plan approval, and number of required parking spaces based on type of property. Dan Bourret will have updated information available at the next meeting.

6. New Business:

- POCD Implementation Letter and Table

Committee members will review the actions presented. Materials consist of two booklets designating two elements – strategic (philosophy and strategy), and implementation (action items). A consultant (money budgeted) will be hired in the fall of 2024 to drive the process, provide guidance, and incorporate charrettes for public involvement. It will be determined if PZC is a leader or a partner pertaining to action items and it will decide if current documents will be updated or completely revised. Other commissions will be invited to provide feedback. POCD training will be implemented by Dan Bourret. Target date for completion is March 2026.

7. Staff Report:

- Correspondence

There was no correspondence.

- Brainerd Place Update

Road improvements per CTDOT are being done. Historic buildings are fenced off to protect them. Framing and second foundation are underway. Estimated that resident occupancy will be in 2024.

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 were no public comments.

9. Approval of Minutes: 9/21/23

MOTION: Robert Taylor MOVED, seconded by Carolyn Freeman to ACCEPT the Meeting Minutes of 9/21/23 as presented. **VOTE UNANIMOUS. MOTION CARRIED.**

10. Adjourn

MOTION: Chantal Foster MOVED, seconded by Robert Taylor to ADJOURN the meeting at 7:45 p.m. **VOTE UNANIMOUS. MOTION CARRIED.**

Respectfully Submitted:

Dawn Guite

Dawn Guite, Recording Secretary