

A meeting of the Town of Portland Planning Board was called to order on Tuesday, August 22, 2023 at 7:30pm by Chairman Dale Carlson. Members in attendance: Dave Travis, Bob Patterson, Harold Smith, Dale Carlson, Mike McIntyre, CEO Wendy Spinuzza, Community Members: Kris Kane, Marion Jordan, Chris Cooke – Architect, Brad Szymczak – Alexander Construction.

The minute from the previous meeting {July 25, 2023} were accepted by the board with minor spelling corrections on a motion made by Dave Travis and 2<sup>nd</sup> by Bob Patterson (5/0).

The Code Enforcement Report was accepted by the board on a motion made by Bob Patterson and 2<sup>nd</sup> by Harold Smith (5/0).

Under old business, CEO Spinuzza stated she spoke with the Zoning Board members regarding the Rodriguez fence. She was told this is a civil matter and they would not entertain the request for a meeting. Mr. Patterson agreed stated the Town should not get involved. The CEO is still waiting to hear from the DOT regarding the sign located on Prospect Station Road, and the demo is completed at 5619 Lakeside Dr. CEO Spinuzza stated she is waiting for them to come back in for the building permit.

Board Member McIntyre asked the status of Hip Camp. After a discussion, CEO Spinuzza will look to see if there is anything she can find for a violation and send them a letter requesting them to contact the office.

Chairman Carlson stated he is still looking for the records for the Comprehensive Plan.

Continuing with New Business, Kris Kane from 21 Brix stated they are outgrowing the winery and are looking to make an addition. Architect Chris Cooke presented the Board with the 4,000 sq. ft. planned addition. After a discussion about the fire code requirements, it was determined a Special Use Permit is not required as an Accessory Use Structure is permitted by right. The board thanked Mr. Kane and Mrs. Jordan for all of their work in bringing people to our Town. Mrs. Jordan also stated she has purchased the old Skinner house and also has plans on utilizing the property along with the winery down the road.

With no further business to be discussed, the next meeting is scheduled for September 26, 2023 at 7:30pm. Board member Travis stated he will not be present as he will be working for Welchs again.

The meeting was adjourned on a motion made by Dave Travis and 2<sup>nd</sup> by Mike McIntyre at 8:04pm.

Respectfully,  
Amber McIntyre  
Board Secretary