



TOWN OF MONROE
INLAND WETLANDS COMMISSION

7 Fan Hill Road
Monroe, Connecticut, 06468

Inland Wetlands Department: (203) 452-2809
Fax: (203) 261-6197
Inland Wetlands Agent: Scott H. Schatzlein, P.E.

Minutes of November 18, 2015
Regular Meeting

I. Call to Order:

The Regular Meeting of the Inland Wetlands Commission ("Commission") was called to Order at 7:04 p.m.

(A) Pledge of Allegiance

(B) Roll Call

Present: Michael S. Muttitt, *Chairman*
Jason Grady, *Vice-Chairman*
Lois Spence, *Secretary*
Meghan Hayden, *Commissioner, Treasurer*
John Bath, *Commissioner*
Peter Oliva, *Commissioner*

Absent: None

Also Present: Scott Schatzlein, *P.E., Land Use Director, Town Engineer, Inland Wetlands Agent*
Donna Suszynski, *Land Use Office Coordinator*
David McCollum, *Inland Wetlands Inspector, Recording Secretary*

Chairman Muttitt then read the Inland Wetlands Commission Mission Statement. He asked Town Engineer Schatzlein if there were any changes to the Commission Meeting Agenda, to which Town Engineer Schatzlein replied that there were none.

(C) Appreciation Award

First Selectman Steven Vavrek presented Commissioner Bath with a Certificate for his Service

(D) Inland Wetland Commission Meeting Minutes

- October 14, 2015 Meeting Minutes

A motion was made by Vice-Chairman Grady, seconded by Commissioner Hayden to approve the Minutes of October 14th, 2015 as amended by Secretary Spence; motion passed 5-0-0.

- October 28, 2015 Meeting Minutes

A motion was made by Secretary Spence, seconded by Commissioner Oliva to approve the Minutes of October 28th, 2015 as amended by Secretary Spence; motion passed 5-0-1.

(E) General Public Participation

Mr. Patrick O'Hara, of 282 Shelton Road, introduced himself to the Commission as the Chairman of the Monroe Planning and Zoning Commission, commended John Bath for his dedication and service.

Mr. Jeremy Hayden, of 19 Birchwood Road, introduced himself to the Commission as a Commissioner of the Monroe Planning and Zoning Commission, also commended John Bath for his dedication and service

II. Application Hearing Determinations:

(None)

III. Subdivision Report/Recommendation to the Planning & Zoning Commission:

Town Engineer Schatzlein indicated that the Application Public Hearing for 64 Cambridge Drive, IWC-2015-19, included a Subdivision Referral.

IV. Regulated Activities:

(A) Regular Hearings

- IWC-2015-12 54 Garder Road, regulated activities associated with the construction of a single family dwelling and associated site improvements, *Palmer* (Reconvened from 10/28/15 meeting)

Bill Carbone, a licensed Professional Engineer in the State of Connecticut with Spath-Bjorklund Associates, LLC of Monroe, Connecticut, introduced himself to the Commission as a representative on behalf of the application. He referred to his previous request at the October 28, 2015 meeting to keep the Application Hearing open, which allowed him to prepare a planting plan for the Commission's review. This planting plan would address the proposed limit of disturbance, as well as a proposed rain garden.

James Cowen, a Registered Soil Scientist and Professional Wetlands Scientist with Environmental Planning Services of North Stonington, Connecticut, introduced himself to the Commission as a representative on behalf of the application. He referred to his visit of the site on November 3rd, 2015, to assess the invasive species on the site and locate the proposed rain garden. He and Mr. Carbone gave an overview of the following items to the Commission:

- Japanese Barberry (an invasive species), and the locations, sizes, and density of the invasive plant currently existing on the site;
- other invasive species on existing on the site, including Autumn Olive, Multiflora Rose, Asian Bittersweet;
- the presence of herbaceous species, including Garlic Mustard and Black Swallowwort;
- managing the aforementioned invasive species and herbaceous species;
- the lack of existing understory on the site;
- recommending an environmental professional to review the invasive species and other plants to be removed with the site contractor;
- the application of herbicide on the proposed site;
- recommending to not having a success standard for the invasive species;
- the benefits of establishing buffer plantings on the site, and how they would be field-located;
- the existing conditions relative to the location of the proposed rain garden, and the proposed plantings to be installed within;
- the limits of a proposed sediment basin for short-term erosion-control measures, and its proposed conversion to become a rain garden;
- the presence of a concrete cellar with pump, and its proposed removal;
- installing 4" (four inches) of compost mix at the bottom of the proposed rain garden to provide additional soil nutrients;
- the spraying of plants with deer repellent; and
- the documentation of the planting plan, and its inclusion with the application.

The Commission and Town Engineer Schatzlein discussed the following items with Mr. Carbone and Mr. Cowen:

- cleanup of the proposed sedimentation before its conversion to become the proposed rain garden;
- directing roof leader drainage to flow into the proposed rain garden;
- re-fracturing the soil within the proposed rain garden should compaction occur;
- using a seed-mix in areas of disturbed soil around the proposed plantings to be installed to prevent the establishment of invasive species;
- the location and distribution of "Regulated Wetland Area" Markers on the site after the completion of site work;
- the use of a proposed fence to identify the edge of the proposed area of established lawn;
- preserving native, non-invasive flora
- grading associated with the proposed limit of disturbance, with respect to the location of proposed plantings and the proposed fence;
- replacing existing invasive species in kind with proposed native plantings;
- the commonality of the proposed Limit of Disturbance and the proposed Limit of Maintenance;

Mr. Carbone requested the hearing be closed. Chairman Muttitt polled the Commission and Town Engineer Schatzlein for additional questions, to which both replied that they did not.

Chairman Muttitt closed the Regular Hearing.

- IWC-2015-18 46 Cutlers Farm Road, regulated activities associated with the construction of a single family dwelling, *Connole* (Open Regular Hearing)

Bill Carbone, a licensed Professional Engineer in the State of Connecticut with Spath-Bjorklund Associates, LLC of Monroe, Connecticut, introduced himself to the Commission as a representative on behalf of the application. He gave an overview of the following items to the Commission:

- a Wetlands Permit that had been issued with the creation of the subdivision for the site;
- the proposal of increased activity within Regulated Upland Review Areas on the proposed site;
- unrelated, unpermitted disturbance within Regulated Upland Review Area that occurred on the site before the submission of the application;
- using residential machinery to clean up storm damage within Regulated Upland Review Areas;
- using wood chips, leaf litter, and other naturally-occurring debris to remediate and stabilize the aforementioned unpermitted disturbance as a component of the application submission;
- impacts to Regulated Areas on the site made from the use of residential machinery;
- installing boulders and “Regulated Area” Markers along the proposed Limits of Disturbance;

The Commission and Town Engineer Schatzlein discussed the following items with Mr. Carbone;

- the presence of vegetation relative to the areas disturbed from the use of residential machinery;
- the minimal understory within Regulated Areas on the site;
- the ability to walk within the Regulated Areas on the site;
- the last occurrence of Wetlands Area flagging on the site;
- using of no-mow seed mix, and the planting of deciduous trees beyond the proposed boulders within Regulated Areas;
- defining of the boulders to be used and their location, placement, and density along the proposed Limit of Disturbance;
- preventative measures to protect the Limit of Disturbance beyond the proposed boulders from being encroached;
- using the soils report submitted in association with the site's subdivision plan; and
- Town Engineer Schatzlein's bond recommendation of \$5,000 (five-thousand dollars).

Mr. Carbone stated that he was in agreement with Town Engineer Schatzlein's bond recommendation. Chairman Muttitt asked Mr. Carbone if he wished to provide further testimony, to which he asked the Commission for approval of the application, and for the Commission to deliberate on the application hearing.

Polling the Commission and hearing no objections, Chairman Muttitt closed the hearing.

(B) Public Hearings:

- IWC-2015-14 224 Guinea Road, regulated activities associated with the removal of fill and installation of plantings within a wetland area to remediate previous disturbance , *Ferreira*
(Reconvened from 10/28/15 meeting, Close Hearing Date 11/18/15, extension needed to keep open hearing open to 12/9/15 meeting)

Town Engineer Schatzlein stated that the applicants requested the Hearing be postponed and remain open, and that they granted an extension to allow them to prepare for when the Hearing would reconvene.

- IWC-2015-15 53 Whispering Pine Road, regulated activities associated with the proposed construction of a pole barn, greenhouse, chicken coop with associated gravel drive, *Casas*
(Reconvened from 10/28/15, Close Hearing Date 12/2/15, extension needed to keep hearing open to 12/9/15 meeting)

Kevin Solli, a licensed Professional Engineer with Solli Engineering, LLC of Monroe, Connecticut, introduced himself to the Commission as a representative on behalf of the application. He referred to the hearing being reconvened from the initial hearing on October 28, 2015, and how the application had been revised relative to the initial proposal. He reviewed an overview of the following items with the Commission:

- submitting revised information to Town Engineer Schatzlein;
- existing natural site conditions;
- the proposed structures to be constructed and garden to be established;
- enhancing the buffer plantings along the edge of the site;
- extending the compost berm further north to provide better sub-surface water filtration;
- details of the revised locations for the proposed structures and garden;
- proposing the Limits of Disturbance to be brought in further from the edges of the property;
- including a proposed sedimentation trap;
- establishing a compost area, as delineated on the revised proposed plan;
- providing an approximate delineation to the previously placed fill on the existing site;
- a Soils Report submitted in conjunction with the site application by Cynthia Rabinowitz, of Ecological & Landscape Design Services in Bethlehem, Connecticut;
- expansion of the proposed drainage recharge trench;
- modifications to the direction of grading for the existing gravel driveway;
- site runoff and drainage calculations as requested by Town Engineer Schatzlein;
- comments received from the Health Department regarding the septic system reserve area;
- non-inclusion of the existing municipal drainage outlet and manhole cover on the revised plan; per the Commission's request; and
- verifying the location of the aforementioned municipal drainage structures as a Condition of Approval for the application.

The Commission and Town Engineer Schatzlein discussed the following items with Mr. Solli;

- areas of disturbance that had been previously top-dressed and seeded by the applicant;
- areas of tree-clearing activity, and the proposed establishment of these areas as a buffer;
- the presence of understory and similar vegetation within areas of tree-clearing;
- the presence of invasive species on the existing site;
- proposing an invasive species monitoring period;
- site visits to be performed by Commission members;
- exterior lighting;
- Town Engineer Schatzlein's comments to Mr. Solli; and
- Town Engineer Schatzlein's bond recommendation of \$10,000 (ten-thousand dollars).

Town Engineer Schatzlein asked Mr. Solli if he would be agreeable to removing invasive species within Regulated Upland Review and Wetland Areas as part of the application proposal, and if follow-up reporting could be included. Mr. Solli replied that he was agreeable to Town Engineer Schatzlein's request.

Land Use Coordinator Suszynski read the Exhibits 5 (five) through 9 (nine).

Chairman Muttitt opened the hearing to public comment, of which there was none.

Mr. Solli requested the Commission's approval of the application, and for the hearing to be closed. Polling the Commission hearing no objections, Chairman Muttitt closed the hearing.

- IWC-2015-16 28 Purdy Hill Road, regulated activities associated with the remediation of disturbance within a regulated area, *Baghdady* (Reconvened from 10/28/15, Close Hearing Date 12/2/15, extension needed to keep hearing open to 12/9/15 meeting)

Town Engineer Schatzlein stated that the applicant requested the Hearing be postponed and remain open, and that they granted an extension to allow them to prepare for when the Hearing would reconvene.

- IWC-2015-17 1427 Monroe Turnpike, regulated activities associated with the construction of a single family dwelling, including storm drainage plan, onsite septic system, and driveway, *Mallozzi* (Open Public Hearing, Close Hearing Date 12/23/15)

Town Engineer Schatzlein stated that the applicants requested the Hearing be postponed and remain open. He added that he had sent his comments to the applicants for their review. The applicants will use the additional time to prepare for when the Hearing would reconvene on December 9th, 2015.

- IWC-2015-19 64 Cambridge Drive, subdivision referral for re-subdivision of property and Regulated activities associated with the construction of additional roadway, driveway, with associated grading, utilities and drainage, *New England Materials, by Kimball Group, LLC* (Open Public Hearing, Close Hearing Date 12/23/15)

Chairman Muttitt stated that the hearing would also be considered as a subdivision referral.

Kevin Solli, a licensed Professional Engineer with Solli Engineering, LLC of Monroe, Connecticut, introduced himself to the Commission as a representative on behalf of the application. As a frequent speaker for applications before the Commission, he thanked Commissioner Bath for his extended years of service. He added that James Cowen, a Registered Soil Scientist and Professional Wetlands Scientist with Environmental Planning Services of North Stonington, Connecticut, would also be speaking to the Commission on behalf of the application. He referred to a previous hearing on October 14, 2015, for application IWC-2015-11, and how the application had been withdrawn without prejudice. He added that this application before the Commission was similar to what had been previously presented.

Town Engineer Schatzlein asked Mr. Solli if he had received his comments, which Mr. Solli affirmed.

Mr. Solli reviewed a overview of the following items with the Commission:

- the site location relative to the Pepper Street Business Park;
- the development of other nearby sites within Pepper Street Business Park;
- the history of Planning and Zoning Commission and Inland Wetlands Commission approvals relative to the use of the site;
- current ongoing activities on the site relative to the aforementioned approvals;
- existing site conditions;
- existing and former hydrologic site connections and hydrologic drainage;
- a proposed bridge to accommodate a wetlands crossing and site municipal drainage;
- proposing an extended driveway improvement on the site, stemming from a proposed cul-de-sac;
- the end of an existing road Right-of-Way and its potential conveyance to the Town;
- updated Wetlands Flagging on the site as performed by Mr. Cowen;
- findings of a Wetlands Comparison Map;
- proposed creation of 9200 (nine thousand two-hundred) square feet of upland habitat restoration and enhancement area;
- preventing flooding from occurring on abutting properties by not creating and/or improving hydrologic connections;
- a proposed stormwater retention system with detention basin;
- using "Cape Cod" curbing on the proposed driveway;
- proposed re-grading on the site;
- proposed locations of plant installations on site;
- a proposed Layout Plant with Plant List;
- staking the proposed project on-site for Commission review;
- relocating a stone wall on the site;
- Town Engineer Schatzlein's comments to the Applicants;
- a previously submitted DEEP Reporting form and Test Pit log;
- specifications for a water quality basin;
- specifications for a bio-filtration basin;
- existing soil conditions;
- proposed existing soil removal and material replacement; and
- a proposed Sedimentation and Erosion Control Plan.

The Commission and Town Engineer Schatzlein discussed the following items with Mr. Solli and Mr. Cowen;

- the proposed siltation fence and the request to install an additional berm by the Commission;
- the transition from temporary to permanent sedimentation controls;
- the location of proposed drainage and the respective outlets;
- drainage structures and plantings on an abutting property, 50 Cambridge Drive;
- the use of an abutting site for plant storage and other storage;
- stabilizing the existing site and the immediate surrounding area;
- the use of hay bales and / or straw as a sedimentation control on the site, and possible issues with germination in Regulated Areas;
- the Applicants' need for additional time to address Town Engineer Schatzlein's comments;
- the Plan Review and proposed Planting Plan as presented by Mr. Cowen;
- the location of vernal pools relative to the proposed project;
- the preservation of wooded areas and mature trees;
- proposing the creation of a large infiltration basin;
- proposing Upland Review Area enhancement;
- the use of cut trees as woody debris on the site, as necessary;
- Town Engineer Schatzlein's request to install more plants within the vernal pool envelope;
- the impacts from ongoing and continuing site development activities relative to the existing natural conditions;
- areas of disturbance relative to Regulated Areas;
- modifications to the proposed plans, and the Commission's request to present additional information on the proposed plans;

Mr. Cowen asked the Commission what the modifications to the proposed plans entailed. Chairman Muttitt replied that he would like to see a density guidance and the proposed number and location of plants to be placed around the sedimentation basin. Town Engineer Schatzlein commented that a detailed, written description could also be submitted.

Chairman Muttitt also requested that the area near the existing wye on the site be reviewed by Mr. Cowen.

Land Use Coordinator Suszynski read the Exhibits 1 (one) through 3 (three).

Chairman Muttitt opened the hearing to public comment, of which there was none. Mr. Solli requested the hearing to remain open, which the Commission granted.

V. Violations:

- IWV-2015-11 78 Stanley Road

Town Engineer reviewed the Administrative Review process and the subsequent Notice of Violation issued as requested by the Commission at their August 26th, 2015 Regular Meeting, with the property owners of 78 Stanley Road. He added that the Commission would make a determination for the appropriate process to resolution, if necessary, with respect to the Hearing's discussion between the Commission, Town Engineer Schatzlein, and the property owner.

Mieczyslaw "Mike" Pruszko and Olivia Pruszko, introduced themselves to the Commission as owner and residents of 78 Stanley Road, respectively. Mr. Pruszko reviewed the following items regarding the Violations with the Commission:

- the construction of a single family dwelling, approximately 15 years ago;
- the installation of a chicken coop approximately 4 years ago;
- the installation of a shed for construction tools and equipment;
- the location of the installed chicken coop and shed relative to Regulated Areas;

Town Engineer Schatzlein explained the "Potential Violations" Map, which had been presented to the Commission during their previous Administrative Review, with Mr. Pruszko. He also explained the concept of Upland Review Areas and how they are regulated by the Commission. He added that the structures would also need be compliant with Zoning Regulations. Inland Wetlands Inspector McCollum commented that the Violations had become apparent during a Planning and Zoning Map Revision.

Mr. Pruszko asked if it would be appropriate to apply for permits for the activities on his property, to which Town Engineer Schatzlein replied that the Commission needed to conduct further review of the violation before a determination was made.

The Commission and Town Engineer Schatzlein discussed the following items with Mr. & Ms. Pruszko:

- the location of the residential leaching system and tanks;
- the approximate year of clearing on the site;
- the acquisition of and subsequent development on the property;
- the associated approvals for development on the property;
- if clearing had occurred on the site beyond the approved extent of disturbance;
- the Commission's request to conduct a site inspection;
- if any material had been brought or used on the site to fill within Regulated Areas;

Town Engineer Schatzlein advised the Commission that reviews of older aerial photography and topographical maps should be made to observe changes on the site, if there were any.

Mr. Pruszko commented that he would be able to provide photography of the site and the residential dwelling during its construction. Chairman Muttitt requested that the photography be submitted to the Land Use Office for the Commission's Review at an upcoming Meeting. The Commission determined that scheduling site visit would not be necessary at this time, and that the Land Use Office would send a notice to Mr. Pruszko detailing further instruction as requested by the Commission.

- IWV-2015-17 234 Main Street

Town Engineer Schatzlein advised the Commission that the property owner had submitted a letter stating their agreement to submit an Application to the Commission, which would address the "Notice of Violation" the property owner had received as a request from the Commission after their previous Administrative Review. Town Engineer Schatzlein added that the property owner had not attended the Meeting in light of the submitted letter. The Commission requested that an Application be submitted within 90 days.

- IWV-2015-18 246 Main Street

Town Engineer Schatzlein advised the Commission that the property owner had submitted a letter stating their agreement to submit an Application to the Commission, which would address the "Notice of Violation" the property owner had received as a request from the Commission after their previous Administrative Review. Town Engineer Schatzlein added that the property owner had not attended the Meeting in light of the submitted letter. The Commission requested that an Application be submitted within 90 days.

- IWV-2015-19 15 Owl Hill Road

Town Engineer Schatzlein advised the Commission that he had met with the property manager representing a buyer to the property. He added that the property manager and the potential buyer were preparing an Application to be submitted that would propose more area to be used as established lawn. The Application would also address the "Notice of Violation" the property owner had received as a request from the Commission after their previous Administrative Review. Town Engineer Schatzlein added that the property owner had not attended the Meeting in light of the discussions between Town Engineer Schatzlein and the property manager . The Commission requested that an Application be submitted within 60 days.

- IWV-2015-20 111 Blanket Meadow Road

Town Engineer Schatzlein advised the Commission that he had met with the property owner to discuss violation issues. He added that the property owner had agreed to prepare an Application to be submitted, which would also address the "Notice of Violation" the property owner had received as a request from the Commission after their previous Administrative Review. Town Engineer Schatzlein added that the property owner had not attended the Meeting in light of the discussions between Town Engineer Schatzlein and the property manager . The Commission requested that an Application be submitted within 60 days.

VI. Other:

(None)

VII. Deliberations on Completed Hearings:

Application Determinations: NONE

Regular Hearings:

- **IWC-2015-12** 54 Garder Road, regulated activities associated with the construction of a single family dwelling and associated site improvements, *Palmer*

A motion was made by Lois Spence to approve the proposed application with Conditions, 2nd by Jack Bath:

Discussion: Scott Schatzlein, Town Engineer, and Lois Spence noted several items that needed to be included:

- a) Live Certification on final plans,
- b) Restoration plantings and stabilization measures should be detailed for the area of proposed invasive plants removal. Also, follow up reporting and monitoring for the restoration area should be provided,
- c) \$12,000.00 Bond
- d) Application to be submitted if any changes made to the footing drains
- e) Must leave native trees within the Limit of Disturbance
- f) No lighting to extend into the Wetland areas
- g) Wetland markers to be posted

Vote: 6–0–0 in favor, passed

- **IWC-2015-18** 46 Cutlers Farm Road, regulated activities associated with the construction of a single family dwelling, *Connole*

Motion was made by Jason Grady to approve the proposed application with Conditions, 2nd by Jack Bath

Discussion: Scott Schatzlein, Town Engineer; and Lois Spence noted several items to be included:

- a) Area of disturbance to be covered in woodchips & leaf litter
- b) Live Certification on final plans
- c) \$5000.00 Bond
- d) Restore Upland Review area with “no mow” seed mix to be left in a “natural” state
- e) Boulders (at least 6 square feet in size or larger) to be placed no more than 12 inches apart – machinery (i.e. Lawn mower) should not be able to pass between the boulders
- f) Wetland markers to be posted

Vote: 6–0–0 in favor, passed

Public Hearings:

- **IWC-2015-15** 53 Whispering Pine Road, regulated activities associated with the proposed construction of a pole barn, greenhouse, chicken coop with associated gravel drive, Casas

Motion was made by Jason Grady to approve the proposed application with Conditions, 2nd by Peter Oliva

Discussion: Scott Schatzlein, Town Engineer; Michael Muttitt, Lois Spence noted several items to be included:

- a) No Commercial use
- b) \$10,000.00 Bond
- c) No external lighting

Vote: 6-0-0 in favor, passed

VIII. Bond Releases, Reductions, Reports:

- IWC-2014-10: 90 Longview Road, *Samantha & Raphael Bahamon*; Bond reduction request

Motion was made by Lois Spence to approve the Bond Reduction request from \$8000.00 to \$1000.00, 2nd by Jason Grady

Vote: 6-0-0 in favor, passed

IX. Time Extensions:

- IWC-2015-01: 505, 509, 515 Monroe Turnpike & 220 Cross Hill Road, *TMC New England, LLC*; 90 Day extension request

Motion was made by Lois Spence to grant a 90 Day extension to fulfill conditions of a previous approval , 2nd by Jack Bath

Vote: 6-0-0 in favor, passed

X. IWC Agent Activities/Reports:

- General Permits: (None)
- Agent Approvals: (None)
- Permitted Uses As of Right: 1. Department of Public Works – road repair, replacement and/or general maintenance (I/W Regulations Section 4.2 (C)) – (None)

Town Engineer Schatzlein advised the Commission that the Public Works Department had commenced work on the piping on Garder Road.

XI. Violations:

- Violation Inspection Report: (None)
- Pending Litigation:
 - IWV-2015-01 207 Spring Hill Road

Town Engineer Schatzlein and Land Use Coordinator Suszynski discussed the previous and ongoing activities regarding Town Counsel Fracassini and related court proceedings.

- Discussion on completed Violation Hearings from this Agenda: (None)
- Administrative Review/Enforcement Issues:
 - IWV-2015-21

Town Engineer Schatzlein, Inland Wetlands Inspector McCollum, and the Commission conducted an Administrative Review of the property at 36 Garder Road. During the Administrative Review, they discussed the following:

- the observance of potential violations during a Application review of an abutting property at 54 Garder Road;
- the locations and description of potential violations, including a potential encroachment into Town of Monroe Open Space;
- existing developed and natural conditions;
- a "Potential Violations" Map detailing permitted Limits of Disturbance, Wetlands and Regulated Areas, unpermitted activities within Regulated Areas, and developed/established areas on site;
- permits and approvals related to activities for development on site;
- observing the site via a roadside inspection;
- the topography of the site;

The Commission requested that a Notice of Violation be issued to the property owners, and that the property owners discuss the findings during the Administrative Review with the Commission during an informal hearing.

Town Engineer Schatzlein added that Land Use Office Staff would prepare more information regarding this property for the Commission's review.

- IWV-2015-22

Town Engineer Schatzlein, Inland Wetlands Inspector McCollum, and the Commission conducted an Administrative Review of the property at 65 Scenic Hill Lane. During the Administrative Review, they discussed the following:

- the observance of potential violations following an inquiry for permits to install a generator by the property owners;
- the locations and description of potential violations, including a potential encroachment into a Conservation Easement;
- existing developed and natural conditions, and the limits of established lawn;

- a "Potential Violations" Map detailing permitted Limits of Disturbance, Wetlands and Regulated Areas, unpermitted activities within Regulated Areas, and developed/established areas on site;
- permits and approvals related to activities for development on site;
- activities to remediate the potential violations, as discussed between Town Engineer Schatzlein and the property owner's representative;

The Commission requested that a Notice of Violation be issued to the property owners, and that the property owners discuss the findings during the Administrative Review with the Commission during an informal hearing.

Town Engineer Schatzlein added that Land Use Office Staff would prepare more information regarding this property for the Commission's review.

- Pending:

- IWV-2015-12

Town Engineer Schatzlein stated that he had not discussed the delineation and establishment of the Conservation Easement with Jason Spath.

Secretary Spence commented that she had walked the site, and that the stone wall delineating the edge of the Conservation Easement could be up to 6 feet tall, and that there was a significant drop between the edge of the established gravel driveway and wooded area. She added that the pond on the site looked like it was a vernal pool, and that an edge of the pool had been cleared by the property owner.

Secretary Spence, Town Engineer Schatzlein, and Inland Wetlands Inspector McCollum reviewed the conditions of the site with the Commission. They also discussed the following:

- the limits of an existing Conservation Easement;
- the property owner's previous submission of a Plan to the Commission;
- a need to submit an application to establish a buffer and remove the disturbance on Town of Monroe-owned property;
- the Inland Wetlands Commission's purview over Conservation Easements within Regulated Areas;
- the Commission's need to review approved Plans to the Commission;
- the Commission's need to perform a site inspection;
- requesting a T-2/A-2 survey;
- specific requirements relating to a submitted Inland Wetlands Application;
- the "Issuance of an Order" process;

- IWV-2015-13

The Commission advised Town Engineer Schatzlein that they did not have a contact telephone number to reach the property owners to conduct a site inspection.

Inland Wetlands Inspector McCollum advised the Commission that a letter from an appropriate scientist addressing the potential presence of bamboo on the site had not been received.

The Commission advised that the report needed to be submitted by the December 9, 2015 Regular Meeting to avoid the potential issuance of a Citation to the property owner. They requested a second letter be issued to the property owner requesting such, as well as contact information.

XII. General Discussion/Other:

Town Engineer Schatzlein discussed the utilization of digital format applications with the Commission.

Town Engineer Schatzlein and Land Use Coordinator Suszynski discussed the Connecticut DEEP Inland Wetlands Commissioner Training Program and a training program administered through UConn CLEAR with the Commission.

XIII. Correspondence:

(None)

XIV. Adjournment:

Commissioner Bath stated that he enjoyed his time spent as a member of the Commission, and that he wished the members of the Commission and Land Use Office Staff well.

A motion to adjourn was made by Commissioner Bath; seconded by Vice-Chairman Grady; passed 6-0-0. The Meeting was adjourned 11:00 p.m.

NOTE:

- A recorded copy of this meeting is on file in the Inland Wetlands Office, Monroe Town Hall.
- These minutes are contingent upon the approval of the Inland Wetlands Commission.
- These minutes provide a general overview of topics discussed and are not meant to be a transcript of this meeting.
- All meeting minutes are posted on the Town Website: www.monroect.org. Select Town Hall Departments/Inland Wetland. Choose meeting minutes from the left column.

Date of Approval: _____

PENDING: (These items are pending but are not on this agenda.)

- Inland Wetland Regulation Amendments – Mailed to DEEP & Town Attorney on (Public Hearing tentatively scheduled for 01/07/16)