



## TOWN OF MONROE INLAND WETLANDS COMMISSION

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Monroe, Connecticut, 06468

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Inland Wetlands Agent: Scott H. Schatzlein, P.E.

### Minutes of January 27, 2016 Regular Meeting

#### I. Call to Order:

The Regular Meeting of the Inland Wetlands Commission ("Commission") was called to Order at 7:05 p.m.

(A) Pledge of Allegiance

(B) Roll Call

Present: Michael S. Muttitt, *Chairman*  
Jason Grady, *Vice-Chairman*  
Meghan Hayden, *Treasurer*  
Peter Oliva, *Commissioner*

Absent: Lois Spence, *Secretary*

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 Ms. Suszynski if there were any changes to the Commission Meeting Agenda. Ms. Suszynski and Mr. Schatzlein read and reviewed the Agenda Amendments with the Commission, which the Commission unanimously accepted.

(C) Election of Officers

Ms. Suszynski stated that this item had been addressed and completed during the previous Commission Meeting on January 13, 2016 and could be struck from the Agenda.

(D) Inland Wetland Commission Meeting Minutes

- January 13 , 2016 Meeting Minutes

This item was tabled for discussion and vote for the next regularly-scheduled Commission Meeting.

(E) General Public Participation

Chairman Muttitt polled those publicly attending for public participation, of which there was none.

**II. Application Hearing Determinations:**

- IWC-2016-04 34 Enterprise Drive (Lot #10) – Application for Construction of Office Space with a Bus Yard / Storage Facility

Mr. Schatzlein stated that the Land Use Office had received the Application just before the submission deadline, which subsequently did not provide him enough time to review the Application before the Commission Meeting. He stated that there was a proposal to construct a new 6,300 square foot office facility with utility and drainage features, as well as a proposed Bus Barn containing 45 spaces for bus storage and 50 spaces for employee/visitor parking on Lot #10 within Pepper Street Business Park. He commented that three Applications for development on this site had been previously reviewed by the Commission, with two of those Applications receiving Approvals. He added that despite those previous Approvals, Lot #10 was still in an undeveloped condition. He stated that the overall project site was 12.65 acres, with 4.84 acres of Regulated Wetland Areas and 6.16 acres of Regulated Upland Review Area. The Application proposed no direct activity within Regulated Wetland Areas, and that there would be 3.69 acres of impact within a Regulated Upland Review Area. He added that the Applicant had provided two Alternative site plans within their Application

The Commission and Mr. Schatzlein discussed the following matters relative to the Application Hearing Determination:

- a previous Subdivision Application within Pepper Street Business Park reviewed and Approved by the Commission, which included a lot with proposed development for a Bus Yard Facility;
- Wetlands Violations on the Lot, of which at the time of the Determination there were none;
- the location and potential impact to vernal pools on the Lot from the proposed development;
- a request for a Wildlife Assessment;

Motion to hold a Public Hearing as the project could be of significant public interest, made by Jason Grady; 2<sup>nd</sup> by Meghan Hayden.

Vote: 4-0-0 in favor, motion passed

**III. Subdivision Report/Recommendation to the Planning & Zoning Commission: (NONE)**

**IV. Regulated Activities:**

(A) Regular Hearings: (NONE)

(B) Public Hearings:

**- Inland Wetlands and Watercourses Regulation Amendments**

Ms. Suszynski read the Notice of Public Hearing, and a Notice regarding the Regulation Amendment material sent to the Department of Energy & Environmental Protection.

Mr. Schatzlein stated that a subcommittee had been established for the purpose of reviewing and editing the Regulation Amendments. He stated that he would provide an overview for each of the amended items within the Regulations with the Commission. His presentation to the Commission included the following:

- a change to the Regulations Index, specifically to Section 7.5(j) and the Sections thereafter
- edits to Section 1.5, which included updating and simplifying references to the Connecticut General Statutes throughout the Regulations;
- edits to Section 2.1, which included modifications to definitions within the Regulations;
- edits to Section 4.1 and 4.2, which included modifications to the Permitted Uses as-of Right, and the additional of verbiage addressing Permitted, Non-Regulated Uses;
- edits to Section 5.1, which included modifications to language regarding the Activities Regulated by the Commissioner of Environmental Protection;
- edits to Section 7.5, which included modifications to Inland Wetlands Application Requirements;
- edits to Section 7.6, which included modifications to allow the Commission and/or the Inland Wetlands Agent to request additional information from an Applicant whose Application is to be reviewed through a Public Hearing;
- edits to Section 7.7, which included additional language to address additional certifications to be provided on an Application;
- edits to Section 7.9, which included the addition of verbiage for clarification purposes;
- edits to Section 8.3, which included modifications to Application Procedures;
- edits to Section 8.7, which included language modifications regarding Public Notice for an Application;
- edits to Section 8.9, which included language modifications regarding Permit Renewals;
- edits to Section 8.10, which eliminated a grammatical error;
- edits to Section 9.1, which included language modifications regarding Public Hearings;
- edits to Section 10.1 and 10.2, which included language modifications regarding the Considerations, Standards, and Criteria for Decision;
- edits to Section 10.3, which included a modification to numerical references;
- the removal of Section 11.7, and the changing of the subsequent subsections within Section 11;
- edits to Section 15.1, 15.4, and 15.5 which included language modifications for consistency and reference purposes;
- edits to Section 19, which included language modifications regarding fees.

Chairman Muttitt asked if the Town Council would need to approve the proposed changes to the Regulations if they were adopted by the Commission, to which Mr. Schatzlein replied that there was no involvement from Town Council. Mr. Schatzlein and the Commission discussed the process regarding the adoption date of the proposed Regulations, and the date on which the adoption would take place.

**V. Violations:** (None)

**VI. Other:** 5 Victoria Drive, *Amendments to a previous Commission Application Approval*

Mr. Schatzlein stated that the Commission had approved remediation activities relating to the development of the site for a sports facility, and that the scope of the development had changed due to a change in the tenancy existing on the site. He reviewed the following items with the Commission;

- the deletion of the proposed building addition, the deletion of 5 parking spaces within a paved parking lot, and the temporary addition of a haul road behind the building;
- the use of the haul road to remove excess material displaced during remediation activities onto an adjacent property at #36 Main Street;
- the Approval granted by the Planning and Zoning Commission for the filling of the adjacent property at #36 Main Street for preparation of development;
- the absence of Regulated Upland Review Area within the limits of the temporary haul road;
- the cordoning of the haul road with section fencing;

The Commission unanimously determined that there would be no need for any additional Hearings regarding the Approval modifications.

**VII. Deliberations on Completed Hearings:**

**Public Hearings:**

**- Inland Wetlands and Watercourses Regulation Amendments**

Motion was made by Jason Grady; 2<sup>nd</sup> by Meghan Hayden to Approve the proposed Amendments to the Inland Wetlands and Watercourses Regulations, effective February 1, 2016, as amended.

Discussion/Conditions: None

Vote: 4-0-0 in favor, motion passed

**VIII. Bond Releases, Reductions, Reports:** (None)

**IX. Time Extensions:**

- **I06-26, File #503:** 74 Enterprise Drive (Lot #13); Request for an extension of Approval granted at the 01/10/2007 Inland Wetlands Commission Meeting

Mr. Schatzlein stated that one of the Approvals on this site previously reviewed by the Commission had qualified for the nine-year developmental period. He stated that the owner of the property was requesting an extension to clean up a few items on the property.

Motion to grant an extension to the allotted time per the Inland Wetlands Regulations made by Jason Grady, 2<sup>nd</sup> by Peter Oliva.

Vote 4-0-0 in favor, motion 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), *Permit Expires 05/08/2018*

**XI. Violations:**

- Violation Inspection Report: (None)
- Discussion on completed Violation Hearings from this Agenda: (None)
- Administrative Review/Enforcement Issues: (None)

**XII. General Discussion/Other:**

Mr. McCollum stated that he was in the process of preparing a Microsoft Excel Spreadsheet regarding the status of outstanding Violations / Enforcement matters.

**XIII. Correspondence: (None)**

**XIV. Adjournment:**

A motion to adjourn was made by Commissioner Oliva; seconded by Commissioner Hayden; passed 4-0-0. The Meeting was adjourned 8:19 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](http://www.monroect.org). Select Town Hall Departments/Inland Wetland. Choose meeting minutes from the left column.

Date of Approval: \_\_\_\_\_

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