1. CALL TO ORDER AND ROLL CALL

2. APPROVAL OF MINUTES
   A. MAY 20, 2019-SPECIAL MEETING

3. COMMUNICATIONS
   A. MONTHLY BUSINESS REPORT

4. NEW BUSINESS
   A. W1349-1 APPLICATION OF M. ROBY FOR A NEW DRIVEWAY WITH WETLAND CROSSING AT 110 BROOKSIDE LANE (Memo from Inland Wetlands Agent)

6. REPORTS FROM OFFICERS AND COMMITTEES

7. OTHER COMMUNICATIONS AND BILLS

8. ADJOURNMENT
MEMBERS PRESENT: S. Accorsi, P. Aho, B. Chandy, J. Goodwin, R. Hall (arrived 6:31 pm), B. Ryan, V. Ward
MEMBERS ABSENT: D. Plante, K. Rawn
ALTERNATES PRESENT: C. Cotton, L. Cooley
ALTERNATES ABSENT: L. Cooley
STAFF PRESENT: L. Painter, Director of Planning and Development
J. Woodmansee, Community Development Assistant

Chairman Goodwin called the meeting to order at 6:30 p.m. C. Cotton and K. Fratoni are seated for absent members, D. Plante, K. Rawn.

MINUTES:
MAY 6, 2019 REGULAR MEETING
P. Aho MOVED, B. Chandy seconded, to approve the May 6, 2019, minutes as presented. K. Fratoni indicated that she listened to the recording. MOTION PASSED UNANIMOUSLY.

MAY 9, 2109 ON CALL CONSULTANT SELECTION SUBCOMMITTEE
K. Fratoni MOVED, J. Goodwin seconded, to approve the May 9, 2019, minutes as presented. MOTION PASSED UNANIMOUSLY (only members of the Subcommittee voted).

OLD BUSINESS:
SELECTION OF ON-CALL IWA CONSULTANT
L. Painter reviewed the steps taken by the Sub-Committee during the selection process to include interviews, review of sample reports, and references checks. V. Ward questioned possible conflicts of interest. L. Painter discussed that prior to any project, staff would meet with the firms to discuss expectations.

V. Ward MOVED, B. Ryan seconded, to establish an On-Call list consisting of the following firms to provide professional and technical assistance to the Inland Wetlands Agency (IWA) in its review of applications:

- BETA Group, Inc.
- CME Associates, Inc.
- Landtech, Inc.
- Tighe & Bond, Inc.
- Trinkaus Engineering, LLC (limited to projects requiring Low Impact Development expertise unless otherwise authorized by the IWA)
The selection of these firms is made pursuant to the authority granted to the IWA by Section 122-12 of the Mansfield Code of Ordinances. These firms shall remain on the On-Call list for three years, until May 20, 2022. Nothing in this action shall prohibit the IWA from issuing additional RFQs/RFPs for professional and technical assistance in reviewing applications when the Agency determines that such an RFQ/RFP would be advantageous to the Town.

Furthermore, the Inland Wetlands Agent is authorized to seek proposals from firms on the On-Call list when an application is submitted for which the Agent finds additional technical assistance would be beneficial. Final authorization to retain professional and technical assistance with regard to a specific application must be granted by the IWA prior to execution of a contract for a specific project. MOTION PASSED UNANIMOUSLY.

OTHER COMMUNICATIONS AND BILLS:
TOWN OF COVENTRY – NOTICE OF TEMPORARY BRIDGE, 18 JONES CROSSING ROAD
Noted.

ADJOURNMENT:
Chairman Goodwin declared the meeting adjourned at 6:37 p.m.

Respectfully submitted,

V. Ward, Secretary
Mansfield Planning and Zoning Commission
Date: May 30, 2019
To: Inland Wetlands Agency
From: Jennifer S. Kaufman, AICP, Environmental Planner/Inland Wetlands Agent
CC: Conservation Commission
Subject: Monthly Business Report

AGENT APPROVALS

A-54- Town of Mansfield Parks and Recreation Department-Bicentennial Pond parking Lot- (Assessor’s Parcel 23.60.7)-Installation of a 216 square foot rain garden approximately 30 feet from the edge of wetlands.
The applicant is proposing to construct a new 12-foot wide driveway with a wetlands crossing to access rear land and an existing house. Currently, the house on the property is accessed using a right of way across 112 Brookside Lane. On July 17, 2006, the Agency granted an inland wetland license (File #W1349) for this activity, however, the driveway was not constructed and the license expired in 2011.

There have been two changes to the proposal approved in 2006:

1) The applicant has revised the design of the driveway to use structural fabric in the upland review area. This reduces the amount of excavation (from 12 inches to 6 inches) and fill (from 200 cubic yards to 165 cubic yards) needed in the areas immediately adjacent to the wetlands.

2) In the original plan approved in 2006, the applicant stated that the existing pipes and gravel fill associated with the existing driveway crossing were to be removed and the wetlands were to be restored under the supervision of the Inland Wetlands Agent. However, the existing crossing is not on the applicant’s property. Instead, the applicant has proposed to remove invasive species (primarily Japanese barberry) as a means of restoration. The removal will occur in both the wetlands and the upland review area and will be overseen by a professional soil scientist.

The area of disturbance in the wetlands has increased slightly from 2,200 to 2,300 square feet. The area of disturbance upland review area (14,500 square feet) has not changed from the original, approved application. The applicant has submitted a letter dated May 23, 2019 from Richard Zulick, Consulting Soil Scientist detailing a propose plan of action for the invasive species removal, the functions and values of the wetlands and a review of the proposed activities.

His letter states:

A channelized waterflow exists at the proposed pipe location. This is the best location for a crossing, in that, it will have very little negative impact to the function and value of the overall wetland area. The proposed driveway located both west and north of the wetland utilizes an existing stone wall to permanently provide a barrier upgradient of the existing wetland area.
APPLICATION PACKET
MANSFIELD INLAND WETLANDS AGENCY
4 SOUTH EAGLEVILLE ROAD, STORRS, CT 06268
TEL: 860-429-3015x6204 (direct)
OR 429-3330
FAX: 860-429-6863

Please use this checklist as an aid in making sure that you have completed the forms correctly. The Agency requires that each item in the application form be filled out. Failure to do so may result in application denial and the need for you to resubmit your application and pay an additional fee.

- Consultation with Wetlands Agent
- Amount of fee paid
- Dated map/site plan
- Project description
- Names and addresses of abutters
- Certified postal receipts to abutters
- Certified postal receipts to Windham Water Works (if applicable)
- Watershed or Aquifer Area Project Notification Form (if applicable)
- Certified postal receipts to adjoining town (if less than 500' from town line)
- Statewide Reporting Form

Your application goes to Agency members on the Friday before a meeting as part of a large packet of information. It is suggested that you submit your application a full week ahead of the meeting to allow for a preliminary review by staff. The more information you can provide to help the Agency understand your proposal, the easier it will be for them to act on your application.
Applicants are referred to the Mansfield Inland Wetlands and Watercourses Regulations for complete requirements, and are obligated to follow them. For assistance, please contact the Inland Wetlands Agent at the telephone numbers above.

Please print or type or use similar format for computer; attach additional pages as necessary.

Part A - Applicant
Name ____________________________
Mark Roby

Mailing Address __________________
60 Deep Meadow Lane
East Greenwich, RI Zip 02818

Phone ___________ Email markroby@yahoo.com
860-227-7387

Title and Brief Description of Project
Driveway to access back property

Location of Project ________
110 Brookside Lane

Intended Start Date Spring 2019

Part B - Property Owner (if applicant is the owner, just write "same")
Name ____________________________
Wallace Roby

Mailing Address __________________
163 Federal Street
Wiscasset, ME Zip 04578

Phone _______ Email ____________________________
207-882-6441

Owner's written consent to the filing of this application, if owner is not the applicant:
Signature ____________________________ date __________________

Applicant's interest in the land: (if other than owner) ____________________________
Part C - Project Description (attach extra pages, if necessary)
1) Describe in detail the proposed activity here or on an attached page. (See guidelines at end of application)
   Please include a description of all activity or construction or disturbance:
   a) in the wetland/watercourse
   b) in the area adjacent to (within 150 feet from the edge of) the wetland/watercourse, even if wetland/watercourse is off your property
      a) Construct driveway to access single family dwelling and install two 18" HDPE Pipes under driveway.
      b) Construct driveway to connect to existing driveway.

2) Describe the amount or area of disturbance (in square feet or cubic yards or acres):
   a) in the wetland/watercourse
   b) in the area adjacent to (within 150 feet from the edge of) the wetland/watercourse, even if wetland/watercourse is off your property
      a) Displace approximately 2,300 sq. ft. of wetland soils.
      b) Disturb approximately 14,500 sq. ft. within 150' upland review area.

3) Describe the type of materials you are using for the project: _______________
   Bank run gravel and processed gravel.
   a) include type of material used as fill or to be excavated Gravel
   b) include volume of material to be filled or excavated Approximately 165 cu. yds. within wetlands and approximately 170 cu. yds. within upland review area.

4) Describe measures to be taken to minimize or avoid any adverse impacts on the wetlands and regulated areas (silt fence, staked hay bales or other Erosion and Sedimentation control measures).
   Silt fence will be installed adjacent to activity to protect wetlands.
   All driveway shoulders will be stabilized and seeded as soon as possible.

Part D - Site Description
Describe the general character of the land. (Hilly? Flat? Wooded? Well drained? etc.)
   Flat and lightly wooded.
   (See Soil Scientist report for wetland description)
Part E - Alternatives
Have you considered any alternatives to your proposal that would meet your needs and might have less impact on the wetland/watercourse? Please list these alternatives. 
Looked at other alternatives, the submitted plan reflects the least impact to wetlands.

Part F - Map/Site Plan (all applications)
1) Attach to the application a map or site plan showing existing conditions and the 
proposed project in relation to wetland/ watercourses. Scale of map or site plan should be 1" = 40'; if this is not possible, please indicate the scale that you are using. A sketch map may be sufficient for small, minor projects. (See guidelines at end of application)

2) Applicant’s map date and date of last revision May 22, 2019
3) Zone Classification: RAR-90
4) Is your property in a flood zone? Yes ___ No X ___ Don’t Know

Part G - Major Applications Requiring Full Review and a Public Hearing
See Section 6 of the Mansfield Regulations for additional requirements.

Part H - Notice to Abutting Property Owners
1) Attach list of abutters, name, and address

2) Proof of Written Notice to Abutters. You must notify abutting (neighboring) property owners (any property immediately contiguous with the subject property, including those across the street) by certified mail, return receipt requested, stating that a wetland application is in progress, and that abutters may contact the Mansfield Inland Wetlands Agent for more information. Include a brief description of your project. Postal receipts of your notice to abutters must accompany your application. To generate an abutters list go to http://www.mainstreetmaps.com/CT/Mansfield/

Part I - Additional Notices, if necessary
Notice to Windham Water Works and CT Department of Public Health is attached. If this application is in the public watershed for the Windham Water Works (WWW), you must notify the WWW and the Department of Public Health of your project within 7 days of sending the application to Mansfield--sending it by certified mail, return receipt requested. Contact the Mansfield Inland Wetlands Agent to find out if you are in this watershed.

Notice to Adjoining Town. If your property is within 500 feet of an adjoining town, you must also send a copy of the application, on the same day you sent one to Mansfield, to the Inland Wetlands Agency of the adjoining town, by certified mail, return receipt requested.

The Statewide Reporting Form shall be part of the application and specified parts must be completed and returned with this application.
Part J - Other Impacts To Adjoining Towns, if applicable
1) Will a significant portion of the traffic to the completed project on the site use streets within the adjoining municipality to enter or exit the site? Yes X No Don't Know
2) Will sewer or water drainage from the project site flow through and impact the sewage or drainage system within the adjoining municipality? Yes X No Don't Know
3) Will water run-off from the improved site impact streets or other municipal or private property within the adjoining municipality? Yes X No Don't Know

Part K - Additional Information from the Applicant
Set forth (or attach) any other information which would assist the Agency in evaluating your application. (Please provide extra copies of any lengthy documents or reports, and extra copies of maps larger than 8.5" x 11", which are not easily copied.)

Part L - Filing Fee
Application fees shall be in accordance with the current Mansfield Code of Ordinance fee Schedule, pursuant to Section 8-1c of the Connecticut General Statutes. The fee schedule includes provisions for applicant-funded consultant studies and reports. The current fee schedule is available in the Planning and Zoning office.

Note: The Agency may require additional information about the upland review area or about wetlands or watercourses affected by the regulated activity. If the Agency, upon review of your application, finds the activity proposed may involve a "significant activity" as defined in the Regulations, additional information and/or a public hearing may be required.

Certification
I hereby certify that:
- I am familiar with the information contained in this form and that such information is true and correct to the best of my knowledge.
- I understand the penalties for obtaining a permit through deception or through inaccurate or misleading information.

Signature ___________________________ Date 5/22/19

Authorization to Enter Property
The undersigned hereby consent to necessary and proper inspections of the above-mentioned property by members and agents of the Inland Wetlands Agency at reasonable times, both before and after the permit in question has been issued by the Agency.

Signature ___________________________ Date 5/22/19
Project Description Guidelines for Part C
1. Explain exactly what work you propose to do and how close it will be to a wetland or watercourse.
2. Describe area of disturbance and volume and type of material to be filled or excavated. How much wetlands will be disturbed? Non-wetland areas nearby?
3. Does the area of activity drain toward the wetland?
4. Are there alternatives that you considered but eliminated for specific reasons?
5. Describe briefly the construction methods. What kind of heavy equipment will be used? When will the work be done?
6. How are you protecting the wetlands and watercourses against disturbance that will result from construction?
7. Do you have any knowledge of a previous wetlands application for this property? If yes, please explain.

Sketch Map or Site Plan Guidelines for Part F
The following 10 details are required for every application:
1. Applicant’s name
2. Date and revision date, if applicable.
3. North arrow and scale of map.
4. Abutting road with road name shown on it.
5. Property lines --if a large property, at least those lines within 200’ of the proposed work.
6. Wetland and watercourse locations (including those off your property) within 150’ of your proposal--draw a line showing the part of the project that is the closest distance to wetlands and indicate distance in feet.
7. Existing buildings, driveways, well, septic and physical features.
8. Proposed work in detail, including all areas of construction, grading/regrading, excavation, filling. Include stockpiling and staging area locations if applicable. The exact location must be shown of all areas that will be disturbed.
9. Show roof and footing drains by drawing locations.
10. Show location of Erosion & Sedimentation controls (silt fence or hay bale protections) together with any other measures that will protect the wetland/watercourse areas.

Include any available information that may assist the Agency in understanding your proposal.

YOUR PERMIT, WHEN GRANTED, IS VALID FOR 5 YEARS; ONCE STARTED, WORK MUST BE FINISHED WITHIN THE SPECIFIC TIME PERIOD AS SPECIFIED IN THE APPROVAL MOTION UNLESS OTHERWISE APPROVED. SPECIFIC WRITTEN REQUESTS MUST BE MADE FOR EXTENSIONS OR RENEWALS.
July 20, 2006

Mr. Mark Roby
11 Grace Lane
Killingworth, CT 06419

Re: Mansfield's IWA approval for construction of a driveway.
IWA file #1349

Dear Mr. Roby,

At a meeting held on 7/17/06, the Mansfield Inland Wetland Agency adopted the following motion:

"to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Mark Roby (file W1349), for construction of a drive to access rear land and house on property owned by the applicant located at 110 Brookside Lane, as shown on a map dated 5/8/06 revised through 7/6/2006, and as described in other application submissions. This action is based on a finding of no anticipated significant impact on the wetlands, and is conditioned upon the following provisions being met:

1. Appropriate erosion and sedimentation controls (as shown on plans) shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized.
2. Final map shall be signed and sealed by the soil scientist.

This approval is valid for a period of five years (until 7/17/2011), unless additional time is requested by the applicant and granted by the Inland Wetlands Agency. The applicant shall notify the Wetlands Agent before any work begins, and all work shall be completed within one year. Any extension of the activity period shall come before this agency for further review and comment."

If you have any questions regarding this action, please call the Planning Office at 429-3330.

This letter constitutes your license.

Very truly yours,

[Signature]

Katherine K. Holt, Secretary
Mansfield Inland Wetland Agency

Cc: Michael Dilaj, Datum Engineering
Richard Zulick
Consulting Soil Science
400 Nott Highway
Ashford, CT 06278
(860) 429-1918

May 23, 2019

Town of Mansfield
Inland Wetlands Commission

RE: “Plan Showing Proposed Driveway Prepared for Mark Roby, Brookside Lane, Mansfield, CT” // Plan by: Datum Engineering & Surveying, LLC

To whom it may concern:

The wetlands shown on this plan were field delineated by me in accordance with the standards of the National Cooperative Soil Survey and the definition of wetlands as found in the Connecticut General Statutes, Chapter 440, Section 22A-38.

This delineation is not intended to be used for soil mapping but to identify the wetland soils relative to the development and management of this parcel. The wetlands/watercourse boundaries have been marked with florescent pink and blue flagging and labeled as shown on plan entitled “Plan Showing Proposed Driveway Prepared for Mark Roby, Brookside Lane Mansfield, CT. “and dated May 8, 2006 Rev. May 22, 2019. The flags are numbered WB1 to W23.

The wetland, in the area of proposed disturbance exists as a Ridgebury, Leicester and Whitman soils complex and the primary unit description is a Ridgebury soil. The Taxonomic classification is a coarse-loamy, mixed, mesic, Aeric Epiaquept. These soils are deep, level, poorly drained soils formed in compact glacial till derived mainly from granite, gneiss and schist. These Ridgebury Soils exist in a upland topographic depression and drainageway.

Wetland Functions and Values

The wetland complex was inspected to determine wetland functions and values utilizing the Army Corps. of Engineers methodology as outlined in “The Highway Methodology Workbook Supplement”. These wetlands and Brook exhibited the following wetland functions and values with the corresponding rationale:
Ground water recharge and discharge: potential for and public or private wells occur downstream of the wetland, wetland is underlain by semi permeable soils present in or adjacent to the wetland, wetland is associated with a perennial watercourse, quality of water associated with the wetland is high and wetland shows signs of variable water levels.

Flood flow alteration: the area of this wetland is small relative to its watershed. Effective flood storage is small or non-existent upslope of or above the wetland. Wetland contains hydric soils which are able to absorb and detain water, wetland exists in a relatively flat area that has flood storage potential, wetland has ponded water, and signs are present of variable water level, wetland receives and retains overland or sheet flow runoff from surrounding uplands. In the event of a large storm, this wetland receives and detains excessive flood water. Valuable properties, structures, or resources are located in or near the floodplain downstream from the wetland, this wetland watercourse is sinuous and diffuse and channel flow velocity is affected by this wetland.

Sediment/toxicant retention: potential sources of sediment exist in the watershed above the wetland, opportunity for sediment trapping by slow moving water and deep water habitat are present in this wetland, fine grained mineral or organic soils are present, long duration water retention time is present in this wetland, public or private water sources occur downstream, effective floodwater storage in wetland is occurring, areas of impounded open water are present, channelized flows have visible velocity decreases in the wetland, diffuse water flows are present in the wetland, wetland has a high degree of water and vegetation interspersion, and dense vegetation provides opportunity for sediment trapping and/or signs of sediment accumulation by dense vegetation is present.

Nutrient removal: Shallow water and limited open water habitat exists within the complex beyond the watercourse. Overall potential for sediment trapping exists in the same areas. Saturated soils exist for most of the season, ponded water may be present in the wetland, organic/sediment deposits are present, dense vegetation is present with emergent vegetation and/or dense woody stems dominant, water retention/detention time in this wetland is increased by thick vegetation and other dense herbaceous and shrub vegetation in wetlands utilize and immobilize excess nutrients transported/deposited by developed areas upstream.

Production export: Wildlife food sources grow within the wetland beyond the channelized flow, evidence of limited wildlife use found within this wetland, higher trophic level consumers may be utilizing this wetland, a few high vegetation density species are present, wetland exhibits moderate degree of plant community structure/species diversity, wetland contains flowering plants that are used by nectar-gathering insects.

Wildlife habitat: Wetland is fragmented by significant development both upstream and downstream, however, upland immediately surrounding this wetland is undeveloped and will remain so after completion of this project. No significant animal signs observed (tracks, scats, nesting areas, etc.), wetland contains a population of insects and amphibian populations.
The wetlands were also examined for wetland values (recreational, educational/scientific, visual/aesthetic, or uniqueness/heritage values) and the following value was noted with their rationale:

**Visual/aesthetic value:** Within this area of wetlands, a small limited watercourse and a diversity of vegetative species is considered to be wildlife habitat.

A channelized waterflow exists at the proposed pipe location. This is the best location for a crossing, in that, it will have very little negative impact to the function and value of the overall wetland area. The proposed driveway located both west and north of the wetland utilizes an existing stone wall to permanently provide a barrier upgradient of the existing wetland area.

The crossing area demonstrates the invasive Japanese barberry (*Berberis thunbergii*) in the forest understory. The dense thicket has adversely impacted the soil and site conditions. This Japanese barberry inhibits natural forest regeneration and can negatively effect human and pet health because of the enhanced levels of ticks (*Ixodes scapularis*) which are known to transmit the causal agents of several diseases including Lyme disease. The plan shows a 11,500 square foot area remediation area. Our proposal is to engage in a combination treatment for the removal of Japanese barberry within this area. This combination treatment consists of:

1. Mechanically cutting to sever aboveground portions of the plants
2. Follow with a herbicide application to the cut stumps.

The chemical should be applied immediately after cutting with a backpack sprayer or spray bottle. A licensed applicator should be utilized for the selection, purchase and application of the herbicide. This task requires only one visit by the applicator.

It is my professional opinion that this proposal will provide some positive impact and will result in no significant adverse impact to this wetland complex.

Please feel free to contact me at the above number if additional services are required or if you have any questions regarding this delineation.

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Thank You,

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Richard Zulick  R.S, Soil Scientist