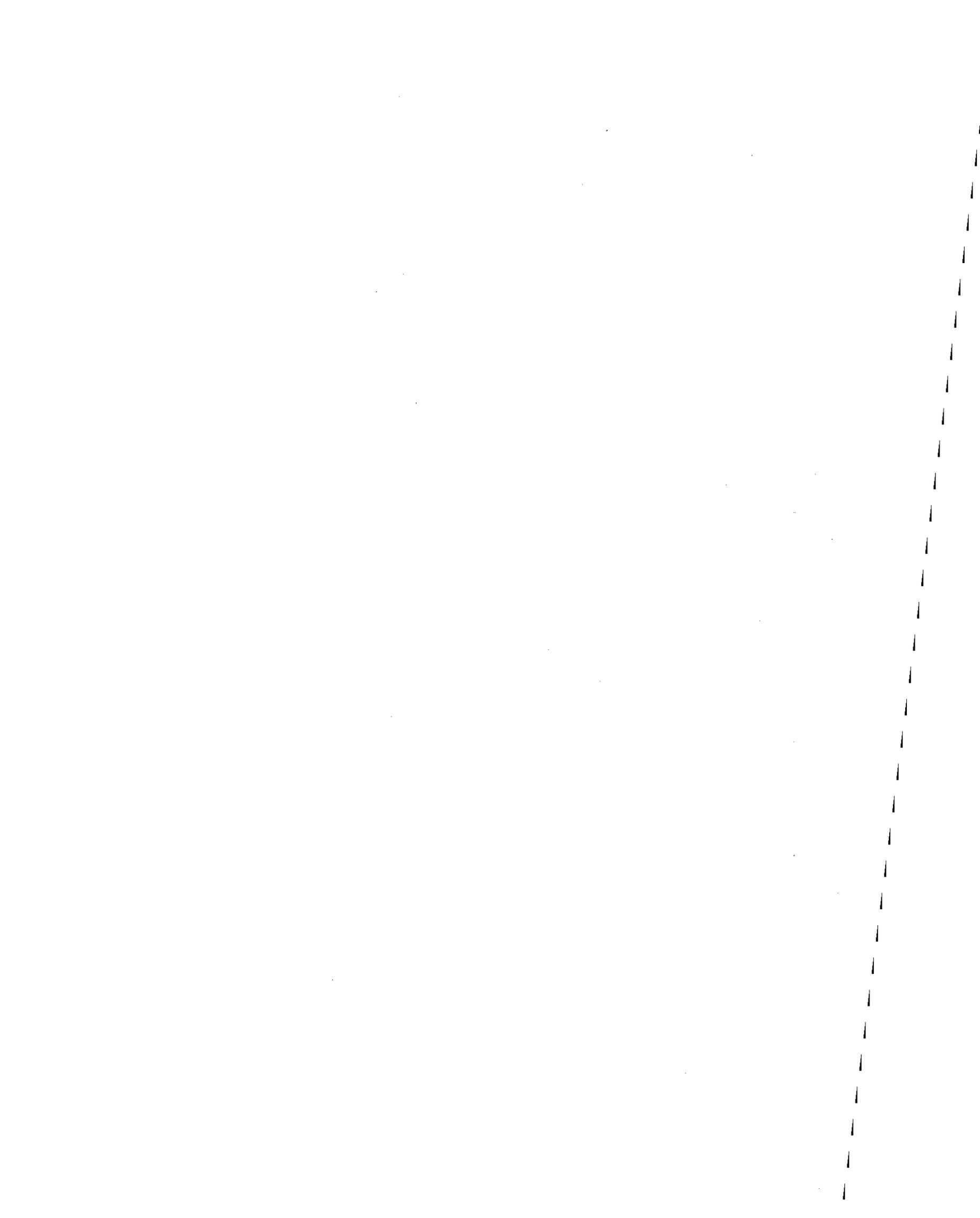


# AGENDA

Mansfield Conservation Commission  
Wednesday, June 17, 2009  
Audrey P. Beck Building  
CONFERENCE ROOM B  
7:30 PM

1. **Call to Order**
2. **Roll Call**
3. **Opportunity for Public Comment**
4. **Minutes**
  - a. May 20, 2009
5. **New Business**
  - a. IWA/PZC Referrals:
    - W1433- Beall & Higgins- Wormwood Hill Road-Single Family House in Buffer
  - b. 2009 Windham Regional Land Use Plan (see 6/10/09 memo from Director of Planning)
  - c. Other
6. **Continuing Business** (see 6/10/09 memo from Director of Planning)
  - a. Protecting Mansfield's Aquifers
  - b. CL&P "Interstate Reliability Project"
  - c. Proposed UConn Composting Facility
  - d. Ponde Place Student Housing Project
  - e. Natchaug River Basin project
  - f. 2009 Draft Update: Planning Acquisition and Management Guidelines
  - g. Other
7. **Communications**
  - a. Minutes
    - Open Space (5/19/09)
    - PZC (5/18/09, 6/1/09 and 6/8/09 Field Trip)
    - IWA (5/18/09, 6/1/09)
  - b. 5-21-09 Letter to UConn from Mayor Patterson and PZC Chairman Favretti re: April 2009 Draft EIE-Two Academic Buildings
  - c. CEQ 2008 Summary Review: Environmental Quality in CT.
  - d. 6/5/09 Letter to Town Manager Re: AGVocate Program
  - e. 5/26/09 Quarterly Status Report Re: current projects, initiatives etc.
  - f. Other Correspondence
8. **Other**
9. **Future Agendas**
10. **Adjournment**



Town of Mansfield  
**CONSERVATION COMMISSION**  
Meeting of 20 May 2009  
Conference B, Beck Building  
**(DRAFT) MINUTES**

*Members present:* Quentin Kessel, Scott Lehmann, John Silander, Joan Stevenson, Frank Trainor. *Members absent:* Robert Dahn, Peter Drzewiecki. *Others present:* Alison Hilding, Stan Gormley, Grant Meitzler (Wetlands Agent).

1. The meeting was **called to order** at 7:35p by Chair Quentin Kessel.

2. **Public comment.** Alison Hilding voiced two concerns about test wells for the proposed Ponde Place project:

- a. Removal of groundwater during well-testing – and through water use by the proposed complex, should it be built – may cause chemicals from the old UConn landfill to migrate into this area, polluting additional residential wells along Hunting Lodge Rd.
- b. Wastewater generated by the project would be treated by UConn and diverted to the Willimantic River for discharge rather than recharging groundwater at the site, which may adversely affect the quantity and quality of groundwater at other wells in the area.

{The Commission discussed the test-wells at its April meeting and mentioned the potential for chemical migration in its comment on W1428. The diversion issue concerns the Ponde Place project itself and should be raised if and when that comes up for approval.}

3. The draft **minutes of the 15 April 09 meeting** were approved, with the insertion of “Additionally, subdivision regulations and special permit requirements contain provisions that might be strengthened to further protect stratified drift aquifers.” between sentences 4 and 5 of item 2.

4. **IWA business.**

- a. Lehmann participated in the **IWA field trip** on 12 May 09; his report is attached.
- b. **W1430 ( Gormley, 853 Storrs Rd).** The applicant proposes to replace an existing above-ground swimming pool with a slightly larger in-ground pool at the same location. The site is at the edge of a fairly steep slope to a small intermittent stream, and Lehmann expressed concern about the potential for erosion during and after construction and recommended a retaining wall. Meitzler believes that a low wall of boulders along the stream would serve; material for it would no doubt be unearthed during excavation for the pool. The Commission agreed unanimously to the following **motion** (Stevenson, Lehmann): A retaining wall should be considered for the steep slope along the stream-course to prevent erosion and protect the pool.
- c. **W1430 (Block, 8 Hanks Hill Rd).** The applicant proposes to enlarge a tiny house close to Hanks Hill Rd. by extending it to the NE, parallel to the road, and to create 11 designated parking places along Hanks Hill Rd. The site is part of the old Weeks trailer park, recently upgraded by the applicant with 7 new manufactured duplexes. Lehmann noted that upgraded park has a lot of impermeable surface, which drains to wetlands. The Commission, wondering why so many parking places were proposed (the applicant notes that they are not needed for the existing units), unanimously agreed to the following **motion** (Lehmann, Trainor): To minimize additional impermeable surface and to screen the mobile-home park from the road, the Commission suggests replacing some of the

proposed parking places along Hanks Hill Rd. with landscaping.

**5. PZC 907 (Draft revisions to Zoning & Subdivision Regulations)** A number of revisions to Zoning and Subdivision Regulations have been proposed; only those regarding farm animals and common driveways seem closely connected to the concerns of the Commission. The Commission's views on these proposals, as developed in discussion, are expressed in the following **motions**, which were passed unanimously:

- (i) **Agricultural Use Regulations: Farm animals** (Lehmann, Silander): The Commission recognizes the need for tightening regulation of agricultural practices. It welcomes provisions designed to protect wetlands and other water resources, in particular, sections 3(c), 3(e), and 3(g) and sections 4(c), 4(g), and 4(h) under "U. Agricultural Uses" (pp.3-5). The Commission views the proposed regulations as a work in progress and hopes that the PZC will be open to input on specifics from Mansfield residents and other Town Committees.
- (ii) **Subdivision Regulations: Common driveways** (Kessel, Lehmann): The Commission is concerned about misuse of common driveway provisions, which were supposed to promote cluster development, to enable developments that are not clustered and would not be feasible without these provisions (as when expensive roads on the yield plan supply frontage for additional houses, but are replaced by common driveways in reality). Accordingly, the Commission suggests that the common driveway provisions be tightened so that:
  - A 3/4 vote of the PZC is required to approve a common driveway application for 3 to 5 houses (in 2(b), p.16, change "three (3)" to "two (2)" in both places).
  - In reviewing any request for a common driveway serving 3 to 5 houses, the PZC shall consider whether the arrangement will *significantly* reduce environmental impacts and *significantly* promote vehicular and pedestrian safety (in 2(b)(2) and 2(b)(3), p.16, replace "The degree to which" with "Whether" and insert "significantly" after "will").

**6. Aquifer protection.** Town Planner Greg Padick plans to attend the Commission's June meeting to discuss revising zoning regulations to give more protection to stratified drift aquifers. He is proposing fairly modest adjustments to current language. To prepare for this discussion, Kessel urged Commission members to review regulations from Tolland and Ridgefield, copies of which were distributed.

**7. EIE comment.** The draft letter from the Council and PZC to the University regarding the two proposed academic buildings seems fine to those Commission members who read it.

**8.** The meeting **adjourned** at 9:30p. Next meeting: 7:30p, Wednesday, 17 June 09.

Scott Lehmann, Secretary  
21 May 09

-----  
Attachment: Report on 12 May 09 IWA field trip

IWA 1430 (Block property, 8 Hanks Hill Rd – close to 195). The proposal is to transform a tiny house close to Hanks Hill Rd into one that is merely small by constructing an addition parallel to

the road. The land falls steeply from the road so that the existing house is one story in front and two in back; the addition would retain this configuration. The rest of the property is a recently upgraded mobile-home park: there are 6 new manufactured units on a level below the tiny house. Wetlands lie beyond them; there is a lot of impermeable surface (roofs, paved parking) that drains into them via a paved swale. (I must have missed the meeting at which the park upgrade was discussed, since I don't remember anything about it.) The proposed addition would probably contribute only marginally to runoff, since it would replace a steep slope with a roof.

IWA 1431 (Cormier-Gormley property, 853 Storrs Rd – half-way down Spring Hill). The proposal is to replace an above-ground swimming pool with a slightly larger in-ground pool. The existing pool stands at the edge of a short, steep drop to a small stream that drains a pond, flowing through a stone viaduct under a barn before emerging near the pool. This slope seems to me to need a retaining wall; at present, vegetation and a few rocks hold the soil. Since the pool site is very close to – and steeply uphill from – the stream, extra care should be taken with construction.

Scott Lehmann, 14 May 09

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**TOWN OF MANSFIELD**  
**OFFICE OF PLANNING AND DEVELOPMENT**

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GREGORY J. PADICK, DIRECTOR OF PLANNING

Memo to: Mansfield Conservation Commission  
From: Gregory Padick, Director of Planning  
Date: 6/10/09  
Re: 6/17/09 Conservation Commission Agenda Items

**1. New IWA/PZC Referrals**

Included in the June Conservation Commission packet is a new IWA referral for a new single family dwelling on Wormwood Hill Road, about 500 feet from the Ashford Town Line. The 6/1/09 IWA and PZC Minutes document actions on previous referrals.

**2. Windham Regional Land Use Plan Draft**

I have included in the Conservation Commission packet a 5/20/09 summary of proposed changes to the Windham Regional Land Use Plan. I will be reviewing the entire draft update and will include the Conservation Commission in my report distribution. We are awaiting information on a public hearing date for the draft plan.

**3. Aquifer Protection Regulation Revisions**

I intend to attend the 6/17/09 meeting to discuss potential regulation revisions regarding aquifer protection.

**4. CL&P Interstate Reliability Project**

No new information. The project has not yet been submitted to the Siting Council. A fall 2009 submission is now anticipated.

**5. UConn Compost Facility**

Construction is still planned for this summer. I have included in the packet a 5/20/09 update email from UConn.

**6. Ponde Place Project**

No new information. It is my understanding that a State permit to allow well drilling and testing has not yet been issued.

**7. Natchaug River Basin Project**

The third and final workshop was held on March 30<sup>th</sup>. We are awaiting a final report and recommendations for the next steps.

**8. 2009 Draft Update: Planning, Acquisition and Management Guidelines**

I have included in the Conservation Commission packet a draft update to Mansfield's 1997 Planning, Acquisition and Management Guidelines for Town owned open space, recreation and agricultural properties and Conservation Easements. The draft was prepared by Mansfield's Parks Coordinator, with assistance from numerous advisory Committees and staff members. The Town Council is expected to schedule a July public meeting on the draft revisions. Many sections of the 1997 guidelines have been updated, revised or supplemented in the 2009 Draft.

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APPLICATION FOR PERMIT  
 MANSFIELD INLAND WETLANDS AGENCY  
 4 SOUTH EAGLEVILLE ROAD, STORRS, CT 06268  
 TEL: 860-429-3334 OR 429-3331  
 FAX: 860-429-6863

FOR OFFICE USE ONLY  
 File # W 1433  
 Fee Paid \_\_\_\_\_  
 Official Date of Receipt \_\_\_\_\_

*Applicants are referred to the Mansfield Inland Wetlands and Watercourses Regulations for complete requirements, and are obligated to follow them. For assistance, please contact Grant Meitzler, 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 J.C. BEALL & KATRISA HIGGINS

Mailing Address 62 HAMMOND HILL ROAD

HAMPTON, CT. 06247 Zip \_\_\_\_\_

Telephone-Home 230-4391 Telephone-Business \_\_\_\_\_

**Title and Brief Description of Project**

PROPOSED SINGLE FAMILY RESIDENCE WITH ON SITE WELL AND SEPTIC SYSTEM

Location of Project WORMWOOD HILL RD

Intended Start Date AUGUST 2009

**Part B - Property Owner (if applicant is the owner, just write "same")**

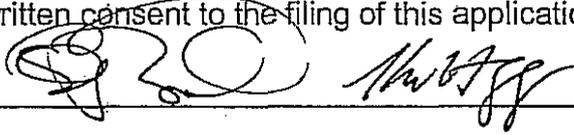
Name SAME

Mailing Address \_\_\_\_\_

\_\_\_\_\_ Zip \_\_\_\_\_

Telephone-Home \_\_\_\_\_ Telephone-Business \_\_\_\_\_

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

Signature  date 5/27/09

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 - page 6.)

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

PROPOSED SINGLE FAMILY RESIDENCE. CLEARING FOR PROPOSED DRIVEWAY AND SEPTIC SYSTEM WILL BE IN 250' WETLANDS REVIEW AREA, SEE SITE PLANS FOR EROSION CONTROL AND CONSTRUCTION NOTES. PROPERTY IS THE FREE SPLIT PARCEL FROM LAND OF THE EST. OF N. S. GREEN, SR. PARCEL CONTAINS A 315 S.F. POCKET OF WETLANDS.

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

AREA OF WETLANDS DISTURBED = 0  
 AREA OF UPLAND REVIEW DISTURBED = 7,300 S.F.

3) Describe the type of materials you are using for the project: ON SITE GRASSING AND SEPTIC FILL FOR SEPTIC SYSTEM

- a) include **type** of material used as fill or to be excavated NONE IN WETLANDS
- b) include **volume** of material to be filled or excavated NONE IN WETLANDS

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).

SEE SITE PLANS

Part D - Site Description

Describe the general character of the land. (Hilly? Flat? Wooded? Well drained? etc.)

3.2 ACRE HILLY SITE WITH 315 SF WETLANDS POCKET IN NE CORNER. SITE IS WOODED.

**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.

n/a  
\_\_\_\_\_  
\_\_\_\_\_

**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 – page 6.)

2) Applicant's map date and date of last revision 5/22/09

3) Zone Classification RA2 - 90

4) Is your property in a flood zone?  Yes  No  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) List the names and addresses of abutting property owners

Name	Address

2) **Written Notice to Abutters** . You must notify abutting property owners 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.** (This is not needed for exemptions).

**Part I - Additional Notices, if necessary**

1) Notice to Windham Water Works is attached. If this application is in the public watershed for the Windham Water Works (WWW), you must notify the WWW 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.

- 2) 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.
- 3) The Statewide Reporting Form (attached) 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  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  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  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.)

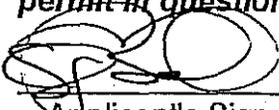
**Part L - Filing Fee**

Submit the appropriate filing fee. (Consult Wetlands Agent for the fee schedule available in the Mansfield Inland Wetlands and Watercourses Regulations.)

\_\_\_ \$385.  \$110. \_\_\_ \$60. \_\_\_ \$25.

*Note: The Agency may require you to provide additional information about the regulated area which is the subject of the application, 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.*

**The undersigned applicant hereby consents 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 granted by the Agency.**



Applicant's Signature



5/27/09

Date

AREA = 3.2± ACRES

PROVIDE 1,000 GALLON, 2 COMPARTMENT SEPTIC TANK

54' - 4" SCHED 40 PVC SEPTIC PIPE

150' REGULATED AREA

100% RESERVE SEPTIC AREA

PROVIDE AND MAINTAIN A CONTINUOUS LINE OF SILT FENCE OR STAKED HAYBALES UNTIL ALL AREAS HAVE BEEN STABILIZED

TBM SPIKE IN 38" OAK ELEVATION = 532.26

PROPOSED BEDROOM CARPENTER WORK

FOOTING DRAIN TO DAYLIGHT

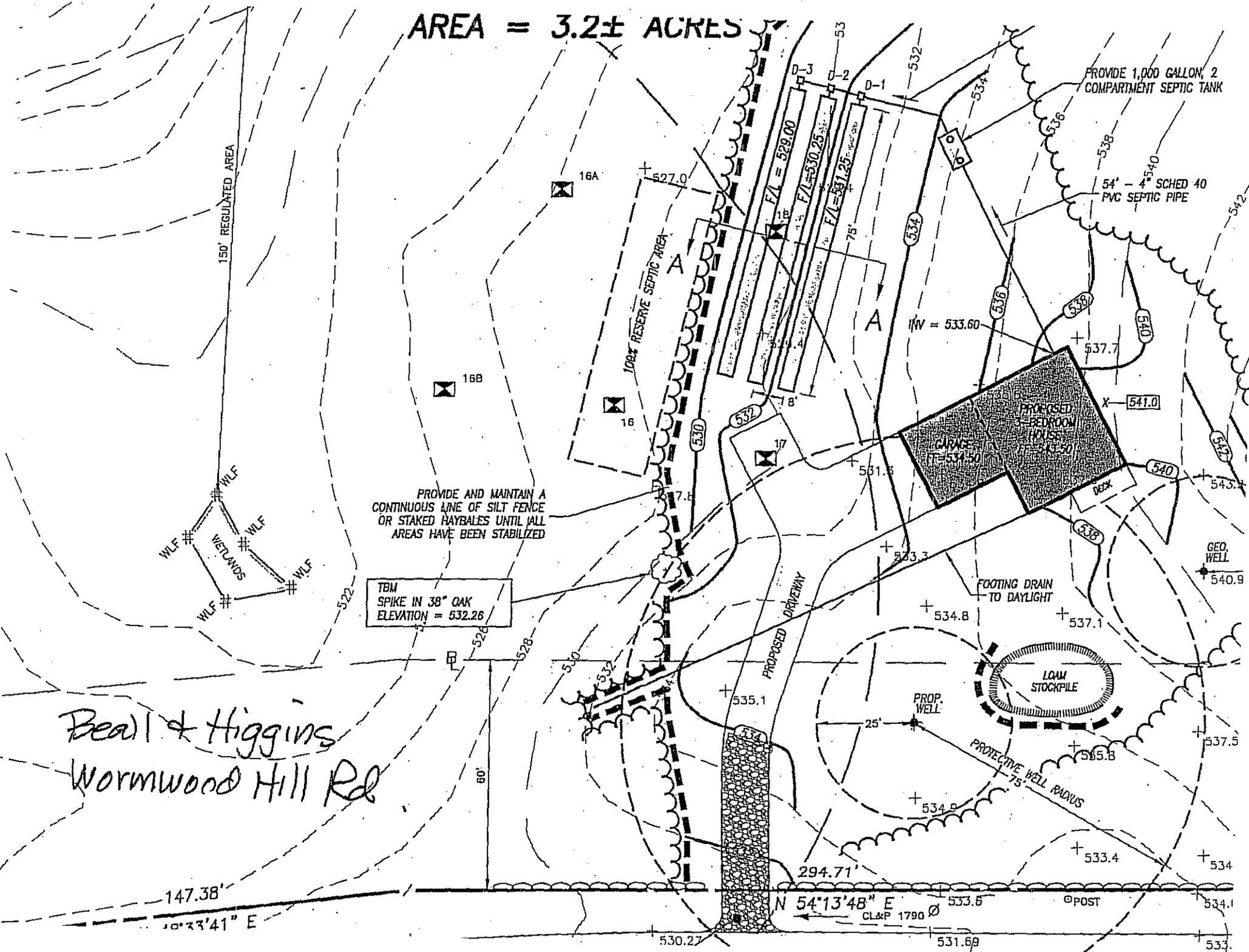
LOAM STOCKPILE

PROTECTIVE WELL RADIUS

Beall & Higgins  
Wormwood Hill Rd

147.38'  
10°33'41" E

294.71'  
N 54°13'48" E  
CL&P 1790 Ø



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5/20/09

## Summary of proposed changes to Windham Region Land Use Plan to date

### Overview

The Regional Planning Commission updated the Windham Region Land Use Plan to:

- reflect changes in the WINCOG boundary (i.e. added Willington/removed Ashford),
- reflect new policy requirements for regional plans (i.e. compact, transit accessible, pedestrian-oriented mixed use development patterns and land reuse, a.k.a. “smart growth”),
- improve existing language for clarity of message, and
- update and improve mapping of conservation and development priorities.

### Vision Statement

- Rewrote bullet #2 (development efficiency) for more emphasis on public transit and density.

### Regional Goals

- Rewrote and expanded goal regarding public transit.  
*Impetus for change: need for more emphasis on transit-accessibility and sustainability.*

### Regional Actions

- Rewrote and expanded goal regarding community and alternative septic systems.  
*Impetus for change: recognition that village-density development in rural areas cannot happen without community or alternative septic treatment.*
- Rewrote goal regarding future road planning.  
*Impetus for change: recognition that planning commissions have the authority to dictate development patterns through road layout planning.*

### Regional Centers (formerly Central Areas with Public Utilities)

- In Policy section: add **signs** to list of things that are encouraged to be in harmony with the surrounding neighborhoods in terms of scale, style and height
- In Policy section: add **signage** to list of things that are encouraged to create a pedestrian friendly environment
- In Recommended Actions: change the term structures to **development** to include signs  
*Impetus for change: need to address signage*
- In Recommended Actions: added language supporting Mansfield Downtown Partnership

### Rural Community Centers

- In Policy section: add Signage should contribute to and reinforce the character of the Rural Community Center

- In Policy section: add and site improvements to list of things that are encouraged to contribute to and reinforce the character of rural community centers
- In Recommended Actions: add Effective design review procedures can be an especially useful tool.

*Impetus for change: need to address signage and design guidelines*

#### Commercial Nodes (formerly Rural Commercial/Industrial Nodes)

- In Policy section: add Parking areas should be pedestrian friendly and moderately sized.
- In Policy section: Encourage a minimum number small, appropriately lit signs rather signs characteristic of strip development.
- In Recommended Actions: add Flexible signage standards that focus on excellence and efficiency in design to list of things zoning regulations might include.

*Impetus for change: need to address signage and design guidelines*

#### Preservation Areas

- Only changes to map (See map changes).

#### Rural Conservation Areas

- No changes.

#### Historic Areas (formerly Historic Areas Overlay)

- Section is rewritten but only substantive changes are the addition of stonewalls as an historic resource

*Impetus for change: concern for stonewalls*

#### Map Changes

- Prepared 4 maps instead of 1 for easier reading. New maps include: Development Areas, Conservation Areas, Historic Areas, and Land Use Priorities (conglomerate map).
- Renamed "Central Areas with Public Utilities" to "Regional Centers"
- Renamed "Rural Commercial/Industrial Nodes" to "Commercial Nodes"
- Updated Permanently Protected Open Space with best available information
- Updated Preservation Area mapping with better sources or more current data if available
- Revised methodology for Preservation Areas slightly for improved analysis
- Re-delineated Willimantic and Storrs Regional Centers to reflect existing and planned sewer service areas and transit accessible areas
- Removed Mansfield Four Corners Commercial Node (now part of Storrs Regional Center)
- Added 2 Commercial Nodes in Willington (West Willington and Ruby Road/I-84 exit 71)
- Added Rural Community Center in Willington (Willington Hill)
- Masked Ashford (mapping exists but is not displayed)

## Gregory J. Padick

---

**From:** Ferri, Paul [paul.ferri@uconn.edu]  
**Sent:** Wednesday, May 20, 2009 12:56 PM  
**To:** Clark, Christopher (Plant Science); Henning, Robert; Kegler, Mary; Quentin Kessel; Meg Reich; Richard Miller; Morris, Thomas; Gregory J. Padick  
**Subject:** Compost Facility Site Advisory Committee Project Update

All:

Compost Facility Project Status:

- Visit to Laurelbrook Farms Compost Facility with Mansfield resident Nancy Lautenbach and Miké Gallagher, owner of Chuck's Steak House;
  - Over 700 dairy cattle;
  - Laurelbrook Farm composts farm waste (manure) similarly to planned UConn facility;
  - Laurelbrook Farm has three truss-arch structures used for composting;
    - 2 of them more than twice as long as UConn's planned truss-arch structure;
  - Observed windrow turning at different stages of composting with low odor at the piles and no odor a short distance away only during windrow turning
  - No odor after a windrow turning completed
- Final Construction Drawings – end of May
- Out For bid – mid-June
- Contractor awarded – mid-July
- Construction start – late summer

I included pictures from the Laurelbrook Farm visit.

Paul E. Ferri  
Environmental Compliance Analyst  
Office of Environmental Policy  
University of Connecticut  
(860) 486-9295

6/10/2009

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# Planning, Acquisition, and Management Guidelines, Mansfield Open Space, Park, Recreation, Agricultural Properties and Conservation Easements

(Approved by Mansfield Town Council Nov. 13, 1995, revisions approved Aug. 25, 1997 and  
xxx2009)

## Background

This document serves to guide the Town of Mansfield as it plans, acquires and manages the following:

- Open space, park, and recreation areas
- Agricultural properties
- Open space acquired as a result of subdivision, as appropriate
- Conservation easements

## I Planning

- A. The Planning and Zoning Commission (PZC) has a statutory responsibility to periodically review and update the Town's Plan of Conservation and Development (POCD), including open space, recreation and agricultural elements. Appendix J of the 2006 POCD contains a listing of Significant Conservation and Wildlife Resources. Appendix K contains the Open Space Acquisition Priority Criteria. These pertinent sections of the POCD are contained in **Attachment A**.
- B. The Town Council, Conservation Commission, Agriculture Committee, Open Space Preservation Committee, Parks Advisory Committee, Recreation Advisory Committee, Historical Society, various staff members and the public shall directly assist the PZC with its review and updating of the POCD. Interim studies and reports shall be encouraged on specific areas of Town and on various aspects of local goals to promote recreational opportunities and to protect and enhance valuable natural, agricultural or historic resources.
- C. The PZC and Inland Wetland Agency periodically shall review and update land use regulations to help implement community goals and objectives regarding the protection and enhancement of natural, agricultural, historic and recreational resources.
- D. The Town Council shall consider on an annual basis the allocation of funds and taxation policies to help implement community goals regarding the protection and enhancement of natural, agricultural, historic and recreational resources.

## II Acquisition

### A. Planning and Zoning Commission/Inland Wetlands Agency (IWA) Referrals

Open space dedications associated with the PZC/IWA application process shall be referred to the Open Space Preservation Committee and, as appropriate, the Town Council, the Parks Advisory Committee, Agriculture Committee, and Conservation Commission for comments regarding proposed land or conservation easement dedications to the Town. Proposed open space dedications and conservation easements shall be evaluated taking into account site

and neighborhood characteristics, the proposed subdivision layout and resource information and priority criteria contained in Mansfield's POCD. Comments from committees shall be forwarded to the PZC/IWA and the Town Council. If deemed necessary, the Town Council may obtain or recommend obtaining expert advice to address management concerns and potential liabilities. Any Town Council comments or recommendations, including any obtained expert advice, shall be forwarded to PZC/IWA in association with the application review process. If a public hearing is held as part of the PZC/IWA application process, committee and Town Council comments must be submitted prior to the close of the public hearing.

The Town Manager is authorized to receive for the Town any open space dedication or conservation easement approved by the PZC/IWA application process. However, in the event that the Town Council expresses strong concern or opposition to a proposed open space dedication or conservation easement as part of the PZC IWA application process, the Town Manager is not authorized to accept the dedication without specific Town Council authorization.

## B. Other potential open space acquisitions

### 1. Step I-Committee Reviews

In response to a Town Council or staff referral or a committee initiative, the Open Space Preservation Committee shall conduct preliminary reviews of potential acquisitions and/or conservation easements. Potential acquisitions shall be evaluated based on resource information and priority criteria contained in Mansfield's POCD. As deemed appropriate, property owners shall be contacted, sites shall be visited and the Town's other land use commissions and committees shall be consulted. Available properties worthy of further consideration shall be referred to the Town Council with a background report. Said report shall identify important site characteristics and potential benefits. In addition, potential liabilities and management concerns shall be noted.

### 2 Step II-Town Council Review

The Town Council shall review the Open Space Preservation Committee report in executive session and, as deemed appropriate, the Town Council shall take a field trip to the site. Where multiple properties are being reviewed, the Town Council may schedule an executive session meeting with the PZC and Open Space Preservation Committee to consider priorities.

### 3.. Step III-Negotiations, Grant Applications

After evaluation of site characteristics, potential benefits and management needs, the Town Council shall authorize the Town Manager to begin preliminary negotiations with property owners of land deemed suitable for further consideration. If appropriate, and if grant funds are available, the Town Manager shall direct staff to complete a grant application to subsidize the purchase of the identified property.

### 4. Step IV-Appraisals, Consultants

Depending on preliminary negotiations, the Town Council may authorize the Town Manager to hire a real estate appraiser to prepare an opinion of value or appraisal report for potential properties or portions of said property. In addition, the Town Council may authorize the Town Manager to retain other expert advice to inform the Council on other management concerns and/or potential liabilities.

#### 5 Step V-Purchase Agreements

Subject to Town Council authorization, the Town Manager may negotiate and execute purchase agreements for potential acquisitions. Said purchase agreements shall be conditional upon final approval by the Town Council, following a Public Hearing. As appropriate, the Town Manager may utilize specialists, such as the Trust for Public Land, to negotiate and facilitate agreements.

#### 6. Step VI-Public Hearing

The Town Council shall hold a Public Hearing to receive public comment regarding a proposed purchase. Prior to the Public Hearing, neighboring property owners shall be notified by staff and, in situations where a referral has not yet taken place, the proposed purchase shall be referred to the PZC pursuant to Section 8-24 C.G.S.

#### 7.. Step VII-Town Council Vote

Following the Public Hearing, the Town Council shall vote on whether to acquire the subject property.

#### 8 Step VIII-Property Preparation

After the Town Council votes to acquire the property, and before a management plan is approved, Town Staff, relevant committee members and other volunteers shall take appropriate steps to prepare the property for Town ownership. These steps may include, but are not limited to:

- Creating safe access
- Surveying land and marking boundaries, if appropriate
- Developing a map including boundary information, existing notable features such as trails, waterways, buildings and vistas

#### C. Sale of Town-owned Properties

In general, it is the Town's policy not to sell land or conservation restrictions acquired by the Town through purchase, donation or as a result of a PZC/IWA subdivision application process. In some instances, a deed restriction may prevent the Town from selling Town-owned land. In the unusual instances where Town lands and easements may be transferred to private ownership, clear benefit to the Town must be demonstrated. In these instances, the Town Council shall refer the property to PZC pursuant to Section 8-24 of the Connecticut General Statutes, and hold a Public Hearing to receive public comment regarding the proposed sale. In addition, staff shall notify neighboring property owners of the proposed sale.

## D. Leasing of Town-owned Properties

### 1. **Agricultural Land**

The policy goals of the Town 2006 POCD encourage sustainable agricultural land use, and the conservation and preservation of Mansfield's agricultural resources (p.4). For this reason, when the Town acquires farmland or land with prime agriculture soils, it is Town policy that this land be actively farmed. When the Town initiates an agricultural lease of Town property, there shall be a formal "Request for Agricultural Services." The Town shall publish a legal notice requesting sealed proposals no less than 10 days prior to the date the proposals are due. The Mansfield Agriculture Committee, in conjunction with the Parks Coordinator and the Town Manager, shall be the entity responsible for the selection of the services rendered and for monitoring the leases. A sample lease for Town-owned agricultural land is contained as **Attachment B**.

### 2. **Other Land**

In instances where an individual requests to lease Town-owned property, this request shall be referred to the Open Space Preservation Committee and any other relevant committee to review. In general, it is the Town's policy to lease only Town-owned agricultural lands. In the rare instance when the Town agrees to lease other Town-owned land to a private party, clear benefit to the Town must be demonstrated. In these instances, the Town Council shall refer the property to PZC pursuant to Section 8-24 of the Connecticut General Statutes, and hold a Public Hearing to receive public comment regarding the proposed lease. In addition, staff shall notify neighboring property owners of the proposed lease.

## III Managing Town Parks, Preserves, Open Space and Agricultural Land

### A. Step I-Management Plan Assignments

The Town Manager, with the advice of committees and Town staff, shall assign the support role of a draft management plan to the appropriate Town staff, with input from appropriate committees.

As a general rule, the preparation of a draft management plan shall be a coordinated effort involving the Conservation Commission, Agriculture Committee, Parks Advisory Committee, Recreation Advisory Committee, Open Space Preservation Committee, Town staff, and, as appropriate, the PZC, Inland Wetland Agency and Beautification Committee. Responsibility for preparing a written draft management plan will be as follows:

- 1) The Conservation Commission shall provide input for draft management plans for undeveloped open space areas;
- 2) The Agriculture Committee shall provide input for draft management plans for properties with existing or proposed agricultural or horticultural uses;
- 3) The Parks Advisory Committee shall provide input for draft management plans for existing or proposed park areas with trails, community gardens or other recreational facilities;

- 4) The Recreation Advisory Committee shall provide input for draft management plans for properties with existing or proposed playgrounds or athletic fields.
- 5) The Open Space Preservation Committee shall provide input for draft management plans for properties with special characteristics reviewed during the acquisition process.

#### B. Step II-Drafting the Management Plan

##### *1) Format*

Management plans shall be prepared utilizing the general format contained in **Attachment C**. Each plan shall summarize the information gathered and presented during the acquisition process. In addition, the management plan shall document important site characteristics, concerns, and goals for the use of the property as well as recommended management and monitoring actions.

##### *2) Invasive Species*

Pursuant to Mansfield's Non-Native Invasive Species Policy (included as **Attachment D**) adopted on the staff level after briefing the Town Council at their 11/22/04 meeting, management plans shall include the development and implementation of an invasives control plan and prohibit the use of species banned by Public Act 04-203 of the State of Connecticut, with any subsequent revisions.

##### *3) Fiscal Notes and Budget Considerations*

Fiscal notes estimating the costs associated with managing the property shall be included as an attachment to the management plan. These fiscal notes shall serve to guide the Town Council and committee members as to *estimated* projected costs associated with implementing the management plan. More precise cost estimates shall be prepared annually for budget consideration by the Town Manager and Town Council as part of the annual Capitol Improvement Budget. When available, sources of grant assistance shall be investigated and grant applications shall be prepared by staff to implement goals and objectives stated in the management plan.

##### *4) Naming the Property*

The proposed name of the property shall be included in the draft management plan. In general, the Town of Mansfield shall name properties after a significant natural or historic feature. In some instances, it shall be deemed appropriate by the advisory committees, the Town Council, the PZC or staff to name a property in a different manner. Naming of properties after a person shall be limited to those properties that have been donated to the Town or made a specific condition of acquisition. In all cases, the Town Council, with advice from advisory committees and the PZC, shall make the final decision regarding the name of the property.

#### C. Step III-Staff and Committee Review

Staff shall provide comment and circulate the draft management plan to appropriate committees for final review before an abutters' review and public comment.

#### D. Step IV-Abutters' Review

After the preparation of a draft management plan or significant changes in a plan, the responsible staff member or committee member shall notify abutting property owners and schedule an abutters' meeting to provide opportunity for neighborhood comment.

#### E. Step V-Town Council Review

The Town Council shall review draft management plans or significant changes in a plan and, as deemed appropriate obtain additional information from the Town's various land use commissions/committees and staff. In rare instances the Town Council may choose to hold a Public Hearing to receive public input to the plan.

#### F. Step VI-Town Council Approval

The Town Council shall approve a new management plan or significant changes to an existing plan for Town-owned properties.

#### G. Step VII-Implementation

Implementing management plans shall be a coordinated effort among Town staff, advisory committee members, and volunteer stewards. Implementation shall be coordinated through the Parks and Recreation Department but may include staff from various other Town departments including the Department of Public Works, Planning Department, etc.

Plan implementation may include but will not be limited to:

- Structural improvements for public access and safety (such as establishing a parking area, constructing trails, improving wheelchair accessibility)
- Ecological management (such as inventorying natural resources, managing and controlling invasive species, encouraging native habitats, improving wildlife habitat)
- Maintenance of parking areas, signage, and boundary markers
- Monitoring of plan goals and objectives to ensure effective implementation
- Public outreach including public information and interpretive guides and maps, and use for education and research

#### H. Step VIII-Monitoring

Site conditions, including any new improvements, shall be monitored in accordance with the schedule established in the approved management plan by staff or appropriate volunteers. Any problems or issues uncovered shall be reviewed by staff and the commission /committee members that assisted in the preparation of the management plan. As appropriate, problems or issues shall be referred to the Town Council.

#### I. Step IX-Management Plan Update

The management plan(s) shall be updated as per the approved schedule or as often as deemed necessary by the Town Council or by the commissions/committees.

#### **IV Management of Conservation or Agricultural Easements**

A specific management plan is not needed for conservation or agricultural easements unless public access, trails or other municipal interests not adequately addressed in the easement are involved. If a management plan is appropriate, a draft shall be prepared, using the steps detailed in Section III of these guidelines. The Conservation Commission, with staff assistance, shall be responsible for periodically monitoring Mansfield's existing Conservation Easements. **Attachment E** contains a Conservation Easement Abstract and Monitoring/Inspection Form. The Agriculture Committee, with staff assistance, shall be responsible for periodically monitoring any agricultural easements.

Problems or issues uncovered shall be reviewed with staff. As appropriate, problems or issues shall be referred to the Town Council, PZC, or Inland Wetland Agency, depending on the specific easement document.

**Attachment A**  
**Pertinent Documents from the 2006 POCD**

**DRAFT**  
**Town of Mansfield**  
**Open Space Preservation Committee**  
May 19, 2009 - minutes

Members present: Evangeline Abbott, Ken Feathers, Quentin Kessel, Steve Lowrey, Jim Morrow, Vicky Wetherell.

1. Meeting called to order at 7:40.
2. Minutes of the April meeting approved on motion by Wetherell/Lowrey.
3. Opportunity for Public Comment: none present.
4. Old Business
5. New Business: Draft Revisions to the Zoning and Subdivision Regulations (Public Hearing 06/15/09). Lengthy discussion centered on common driveway provisions in terms of reduction of environmental impact and traffic safety. Farm animal provisions also sparked comments in regard to several seemingly unrealistic restrictions. In addition, it was determined that V. Wetherell would compile comments on Open Space Acquisition Management Guidelines for members to review prior to submission.
6. Meeting adjourned at 9:05.

Respectfully submitted,  
Evangeline Abbott

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## MINUTES

### MANSFIELD PLANNING AND ZONING COMMISSION Regular Meeting, Monday, May 18, 2009 Council Chamber, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger, P. Plante, B. Pociask, B. Ryan  
Alternates present: M. Beal, G. Lewis, L. Lombard  
Staff Present: Gregory Padick, Director of Planning

Chairman Favretti called the meeting to order at 7:08 p.m. If needed, alternates will act in the following order: Lombard, Beal and then Lewis.

#### **Minutes:**

5/4/09-Gardner MOVED, Hall seconded, to approve the 5/4/09 Minutes as written. MOTION PASSED UNANIMOUSLY with Kochenburger and Plante noting that they both listened to the tapes.

5/12/09 Field Trip- Ryan MOVED, Beal seconded, to approve the 5/12/09 field trip minutes as written. MOTION PASSED with Beal, Favretti, Gardner, Goodwin, Holt, Lombard and Ryan in favor and all others disqualified.

#### **Zoning Agent's Report:**

##### A. Enforcement Update

Item was noted.

##### B. Hall Property Old Mansfield Hollow Rd; DeBoer Property, Storrs Rd

Hirsch related that he visited the Hall site today and noted that some progress has taken place but indicated that some truck bodies and piles of metal remain. Hirsch will issue a violation order this week with a deadline date before the next anticipated PZC/IWA field trip associated with the gravel permit renewals. A number of members emphasized that the Town has been very patient with Mr. Hall and that a strict enforcement policy should be followed, including fines for non-compliance. Hirsch had no new information to update regarding the DeBoer site.

##### C. Gravel Permit Renewals

Holt MOVED, Hall seconded, to schedule a Public Hearing on the Hall and Banis Special Permit Gravel Renewals for 6/15/09. MOTION PASSED UNANIMOUSLY.

#### **Old Business:**

##### 1. 4-Lot Subdivision, Hanks Hill & Farrell Rds., Clark Estates Subdivision, File #1280 (M.A.D. 6/24/09)

Padick related that he met with the Town Attorney earlier today and that staff did not consider it legally appropriate to accept the applicant's current open space dedication and then expect to be able to require an additional dedication in the event Lot 3 is re-subdivided. Potential open space dedication options were discussed including the possibility of requiring a reconfiguration of the applicant's proposal to include an access to Farrell Road. Hall, with assistance from Padick, will draft a motion with open space options for PZC consideration at the 6/1/09 meeting.

#### **Public Hearing:**

##### Special Permit: Expansion of a dwelling unit, 8 Hanks Hill Rd. Block Properties, LLC, File #1272

Chairman Favretti opened the Public Hearing at 7:38 p.m. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Pociask, Ryan and alternates Beal, Lewis and Lombard. Padick read the legal notice as it appeared in the Chronicle on 5/6/09 and 5/12/09 and noted his 5/14/09 memo and supplemental information submitted by the applicant at tonight's 5/18/09 meeting, all of which has been distributed to all members.

M. Block, property owner and applicant, explained his building expansion proposal and associated alterations along Hanks Hill Road. After a lengthy discussion, members noted that more specific information needed to be

provided on the plans detailing parking, landscaping, retaining walls, deck, fencing and other site work. Block agreed to supplement his application, including engineered details for construction of the retaining wall.

Chairman Favretti noted no further comments or questions from the public or Commission. Holt MOVED, Hall seconded, to continue the Public Hearing until 6/1/09. MOTION PASSED UNANIMOUSLY.

**Public Hearing:**

**Special Permit Application, Efficiency Unit, 135 Mansfield Hollow Rd, A. Ward o/a File #1286**

Chairman Favretti opened the Public Hearing at 8:17 p.m. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Plante, Pociask, Ryan and alternates Beal, Lewis and Lombard. Padick read the legal notice as it appeared in the Chronicle on 5/6/09 and 5/12/09 and referenced his 5/13/09 memo and a 5/13/09 memo from E.H.H.D.

Mrs. Ward, property owner and applicant, was present and addressed questions posed by Holt. Chairman Favretti noted no further comments or questions from the public or Commission. Holt MOVED, Gardner seconded, to close the Public Hearing at 8:20 p.m. MOTION PASSED UNANIMOUSLY.

Favretti noted that a draft motion was available if the PZC wished to act.

Kochenburger MOVED, Holt seconded, that to approve with conditions the special permit application (file #1286), of A. and J. Ward, for an efficiency apartment on property located at 135 Mansfield Hollow Road, in an RAR-90 zone, as submitted to the Commission and shown on undated site and floor plans, and other applicant submissions, and as presented at a Public Hearing on 5/18/09.

This approval is granted because the application, as hereby approved, is considered to be in compliance with Article X, Section M, Article V, Section B, and other provisions of the Mansfield Zoning Regulations, and is granted with the following conditions:

1. This approval is granted for a one-bedroom efficiency unit in association with an existing single-family home having up to three additional bedrooms. Any increase in the number of bedrooms on this property shall necessitate subsequent review and approval from Eastern Highlands Health District and the Planning and Zoning Commission;
2. This approval is conditioned upon continued compliance with Mansfield's zoning regulations for efficiency units, which include owner-occupancy requirements and limitations on the number of residents in an efficiency unit;
3. This special permit shall not become valid until filed upon the Land Records by the applicant.

MOTION PASSED UNANIMOUSLY.

**Old Business:**

**2. Proposed Special Permit Modification, 1559 Stafford Road, Valley View LLC., File #105**

Chairman Favretti appointed alternate Lombard to act for Pociask who disqualified himself. Padick briefly reviewed the proposed application and noted his 5/14/09 memo. The applicant related that he plans to address any code issues to bring the apartment to current building code requirements, noting the apartment has been occupied for approximately 12 years.

After a brief discussion, Hall MOVED, Lombard seconded, that the PZC Chairman and Zoning Agent be authorized to approve the 2/12/09 modification request of Valley View LLC for a dwelling unit in the lower level of the existing house on the Valley Mobile Home Park site on Stafford Road. This authorization is subject to the following condition:

1. A Zoning Permit shall be required for the subject dwelling unit in the lower level of the house. In addition, all applicable Health Code, Fire Code, Building Code and Housing Ordinance requirements shall be met for this unit.

MOTION PASSED UNANIMOUSLY.

**3. Subdivision Application, 3 lots, Wormwood Hill Rd, K. Hallock o/a, , File #1285**

Item tabled until the 6/1/09 meeting.

**4. Site Modification Request: Proposed Groundwater Remediation System, 632 Middle Turnpike Merchants Mansfield o/a (CVS), File #1157-2**

Brian McCann, Kleinfelder, reviewed the change in the plans since the 5/4/09 meeting and addressed questions from PZC members. He emphasized that there would be no special dangers if the system malfunctions and that an emergency phone tree system would be in place. Installation work is expected to be completed by the 3<sup>rd</sup> week of August. There will be no security lighting and the shed will be sound proofed so no noise impacts are expected. After discussion, Gardner MOVED, Holt seconded, that the PZC Chairman and Zoning Agent be authorized to approve the 4/1/09 modification request of Brian McCann of Kleinfelder, INC., for a temporary environmental remediation system at 632 Middle Turnpike (the current CVS site), as described in application submissions including a May 11, 2009 application addendum, site plans dated May 11, 2009, and a 5/13/09 email supplement sent by B. McCann and as discussed at the PZC's 5/18/09 meeting. This authorization is subject to the following conditions:

1. All system installation work, including the service shed and all project restoration work, shall be in accordance with application submissions. Any revisions to approved plans and installation processes must be authorized in advance by the PZC Chairman and Zoning Agent or where deemed necessary the entire PZC. This condition shall be noted on final plans.
2. Final plans shall be revised to incorporate the utility line revisions described in the 5/13/09 email from B. McCann and any landscaping revisions deemed appropriate by the PZC Chairman with staff assistance. Due to the temporary nature of this project, existing site and neighborhood characteristics and the projects special utility service needs, the PZC waives underground installation across Route 44.
3. Upon completion of system installation work for this project, the Zoning Agent shall issue a Certificate of Compliance and confirm that site restoration and associated landscaping work has been completed as proposed. As appropriate, a cash bond may be required to ensure the restoration of landscape beds and lawn areas.

MOTION PASSED UNANIMOUSLY.

**5. Application to Amend the Zoning Map and Special Permit Application for a Proposed 37 Unit Multi-Family Development, Whispering Glen, LLC, 73 Meadowbrook Lane, PZC Files #1283 and #1284**

Item tabled pending continued public hearing on 6/1/09.

**6. Draft Revisions to the Zoning and Subdivision Regulations File #907-31**

Item tabled pending public hearing on 6/15/09.

**7. Potential Re-Zoning of the "Industrial Park" zone on Pleasant Valley Road and Mansfield Avenue**

Padick briefly summarized a previous discussion and noted that Commissioner Holt has arranged a meeting with a representative of the CT. Farmland Trust for June 10<sup>th</sup>. A fall public hearing is now anticipated for any zoning and regulation revisions to the current Industrial Park Zoning.

**8. Notice of EIE: Proposed UConn Academic Buildings**

Padick briefly reviewed the subject project and the Town Council's agreement to authorize the Mayor to co-endorse a letter with the PZC Chairman. The letter to be finalized on 5/21/09 following the 5/20/09 public hearing and the 5/20/09 Conservation Commission meeting. After a brief discussion, Hall MOVED, Gardner seconded, that the Planning and Zoning Commission authorize its Chairman to co-endorse with the Mayor, comments on the April 2009 Draft Environmental Impact Evaluation of two proposed UConn academic buildings. The Town comments will include recommendations cited in the Director of Planning's 5/6/09 report, supplemental comments from the Town Council's 5/11/09 meeting and will consider any additional suggestions made by the Conservation Commission or raised at the 5/20/09 public hearing on the EIE. MOTION PASSED UNANIMOUSLY.

**New Business:**

**1. New Special Permit Application, Efficiency Unit, 19 Hillside Circle, J. Watt & A. Welch owners, B. Briggs applicant, File #1287**

Hall MOVED, Holt seconded, to receive the Special Permit application (file # 1287 ) submitted by William Briggs for a single-family addition with an efficiency unit, on property located 19 Hillside Circle owned by J. Watt and A. Welch, as shown and described in application submissions, and to refer said application to

the staff, for review and comments, and to set a Public Hearing for 6/15/09. MOTION PASSED UNANIMOUSLY.

2. **PZC Member Vacancy: Mansfield Community Quality of Life Committee**

Favretti noted the vacancy and asked members to consider joining this Committee. There were no volunteers and the item was tabled until the next meeting.

3. **AGvocate Program**

Padick briefly reviewed the subject program and potential Mansfield participation. After a number of members voiced their support, Holt MOVED, Hall seconded, that the PZC Chairman be authorized to endorse and support Mansfield's participation in the Eastern Connecticut AGvocate program, sponsored by the Town of Thompson and Eastern CT RC&D. MOTION PASSED UNANIMOUSLY.

**Reports of Officers and Committees:**

Holt reported that a revised draft of the Regional Land Use Plan will soon be distributed and a July Public Hearing is planned.

**Communications and Bills:**

Noted.

**Adjournment:**

Favretti declared the meeting adjourned at 9:07 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

## DRAFT MINUTES

MANSFIELD PLANNING AND ZONING COMMISSION  
Regular Meeting, Monday, June 1, 2009  
Council Chamber, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger,  
B. Pociask  
Members absent: P. Plante, B. Ryan  
Alternates present: G. Lewis, L. Lombard  
Alternates absent: M. Beal  
Staff Present: Gregory Padick, Director of Planning

Chairman Favretti called the meeting to order at 7:40 p.m. Alternates Lombard and Lewis were appointed to act.

### Minutes:

5/18/09-Gardner MOVED, Hall seconded, to approve the 5/18/09 Minutes as written. MOTION PASSED UNANIMOUSLY.

### Old Business:

1. 4-Lot Subdivision, Hanks Hill & Farrell Rds., Clark Estates Subdivision, File #1280 (M.A.D. 6/24/09)  
Hall MOVED, Holt seconded, to approve with conditions the subdivision application (File #1280), of Sheila Clark, for four lots, on property owned by the applicant, located on Hanks Hill and Farrell Roads, in an RAR-90 zone, as submitted to the Commission and shown on plans dated October 30, 2008 as revised to April 9, 2009 and as presented at Public Hearings on March 2, April 6, and April 20, 2009.

This approval is granted because the application, as hereby approved, is considered to be in compliance with the Mansfield Subdivision Regulations and applicable provisions of Mansfield's Scenic Road Ordinance. Approval is granted with the following conditions:

1. Final plans shall be signed and sealed by the responsible surveyor, engineer, landscape architect and soil scientist.
2. Pursuant to subdivision regulations, particularly Sections 7.5 and 7.6, this action specifically approves, subject to revisions noted below, the depicted Building Area and Development Area Envelopes and setback waivers for Lots 1 and 3. Unless the Commission specifically authorizes revisions, the approved envelopes shall serve as the setback lines for all future structures and site improvements, pursuant to Article VIII of the Zoning Regulations. This condition shall be specifically Noticed on the Land Records and the deeds for the subject lots.
3. The approved plans include specific notes regarding stone wall and tree preservation. Pursuant to Section 7.7, no existing stone walls shall be altered except for site work depicted on the approved plans. No stones from existing walls shall be removed from the site. Furthermore, a number of specimen trees along Farrell Road on Lots 1 and 2 have been identified to be saved. No Zoning Permits shall be issued on these lots until a protective barrier has been placed around the specimen trees identified to be saved and the barrier has been found acceptable to the Zoning Agent. In conjunction with the filing of final maps, Notice of this condition shall be filed on the Land Records and referenced in the deeds of the subject lots.
4. To achieve and maintain safe sightlines along Farrell Road, brush and vines located along Farrell Road need to be removed and this area needs to be maintained without sightline obstructions. Note 15 on Sheet 3 indicates that this work will be the responsibility of the individual lot owners. Notice of this requirement shall be filed on the Land Records and referenced in the deeds of Lots 1 and 2.

5. After considering the proposed subdivision layout, site and neighborhood characteristics, the characteristics of Whetten Woods and particularly its lack of frontage and the open space provisions of Section 13 (particularly subsections 13.1.4, 13.1.7 and 13.7), the PZC has determined that a revision to the applicant's proposed open space dedication is required. The Commission has determined that the open space parcel to be deeded to Joshua's Trust shall be extended easterly to provide an access strip to Farrell Road that is at least fifty (50) feet wide. This strip shall be located between Lots 2 and 3 unless an alternative is approved the PZC.

The addition of lot frontage for the open space parcel will allow for a potential trail connection between Farrell Road and the existing Whetten Woods trails. Such a trail link will benefit future residents of the subdivision and other neighbors along Farrell and Hanks Hill Roads. Based on submitted plans this required addition to the depicted open space parcel will add approximately 25,000 square feet of area. The applicant shall have the right to deduct this acreage from the westerly portion of the depicted open space parcel. Based on the limited number of proposed new lots, trail improvements shall not be required.

6. The following map revisions shall be incorporated onto final plans.
  - a. On Sheet 3, the label "Conservation Easement" shall be deleted.
  - b. The size and configuration of approved lots, the open space parcel and all associated notes shall be revised to address revisions required by condition #5.
  - c. On Lot 3, the westerly BAE shall be moved a minimum of ten (10) feet from the depicted stone wall. This revision will provide greater separation between any structures, the stone wall and adjacent wetland areas.
  - d. On Lot 1, the front BAE shall be moved to the standard sixty (60) foot setback from the front property line. The depicted house meets this setback and the requested setback waiver is not considered appropriate due to potential impacts on the scenic character of Farrell Road.
  - e. On Lot 2, the front BAE shall be moved from thirty-five (35) feet to at least forty-five (45) feet from the front property line. The depicted house is 48 feet from the property line and the setback waiver as requested is not considered appropriate due to potential impacts on the scenic character of Farrell Road. Approval of a fifteen (15) foot waiver is acceptable as it will allow more flexibility for siting a house without impacting the stone wall west of the house site. This lot also has a number of roadside trees that will be preserved.
7. The Commission, for good cause, shall have the right to declare this approval null and void if the following deadlines are not met (unless a ninety (90) or one hundred and eighty (180) day filing extension has been granted):
  - a. All final maps, including submittal in digital format, a right-of-way deed for land along Farrell and Hanks Hill Roads, the utility easement on Lot 2, the deed for conveying the open space parcel to Joshua's Trust and a Notice on the Land Records to address conditions 2, 3 and 4 (with any associated mortgage releases) shall be submitted to the Planning Office no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes, or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant;
  - b. All monumentation (including delineation of the open space parcel along boundaries with subdivision lots with iron pins and Joshua's Trust markers every 50 to 100 feet on perimeter trees or on cedar posts) with Surveyor's Certificate, shall be completed or bonded pursuant to the Commission's approval action and Section 14 of the Subdivision Regulations no later than fifteen days after the appeal period provided for in Section 8-8 of the State Statutes, or, in the case of an appeal, no later than fifteen days of any judgment in favor of the applicant.

MOTION PASSED UNANIMOUSLY.

**Continued Public Hearing:**

**Application to Amend the Zoning Map and Special Permit Application for a Proposed 37 Unit Multi-Family Development, Whispering Glen, LLC, 73 Meadowbrook Lane, PZC Files #1283 and #1284**

Chairman Favretti opened the continued Public Hearing at 7:54 p.m. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Pociask, and alternates Lewis, Lombard who were both appointed to act. Padick noted the following communications; a 5-28-09 memo from the Director of Planning; 5-28-09 memo from the Assistant Town Engineer; a 5-27-09 memo from Fire Marshal, John Jackman; a 5-13-09 response letter from P. Lafayette; a 5-15-09 letter from E. Pawlack, Registered Soil Scientist; 5-15-09 color pictures of a similar development; and a 5-5-09 set of revised plans, all which were distributed to members of the Commission.

P. Lafayette agreed to have his testimony of the Inland Wetlands Agency hearing made part of the record for this PZC hearing. Lafayette elaborated on changes depicted on the 5-5-09 revised plans as a result of staff reports and public and Commission questions and comments. Favretti questioned if the applicant had considered orienting the structures to utilize more solar access. Hall stated that he does not feel their proposal meets the Town's intent of affordable housing. Several members agreed with Hall that the potential is high for subsequent owners improve the unfinished areas and increase the livable square footage thus making the unit no longer affordable. Members commented on the uniform straight line of the design, noting that none of the buildings possessed the modulation displayed in the distributed pictures. Kochenburger suggested that some computer generated pictures of the actual plan be developed; the applicant agreed to oblige and will have them distributed before or at the next meeting.

Bill Collins, Landscape Architect, Distinctive Homes, described the design and uses of the property.

Hall brought to the developers attention Unit #13 noting the owner would have to make a 90 degree turn off the driveway to access the garage.

Paul Bacon, 80 Meadowbrook Lane, expressed concern for the increase in traffic that this proposal will bring into the neighborhood and the concern for the safety of people exiting Conantville onto Route 195.

Padick noted that the staff reviewed the traffic report and agreed with the applicants engineer that there will be no significant impact to the traffic.

Favretti noted no further comments or questions from the staff or public. Hall MOVED, Holt seconded, to continue the Public Hearing until 7/6/09. MOTION PASSED UNANIMOUSLY.

\*\*The applicant, staff and Commission agreed that the date for the IWA Public Hearing should be changed from 6/15/09 to 7/6/09.

**Continued Public Hearing:**

**Special Permit: Expansion of a dwelling unit, 8 Hanks Hill Rd. Block Properties, LLC, File #1272**

Favretti opened the continued Public Hearing at 8:47. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Pociask, and alternates Lewis, Lombard who were both appointed to act. Padick noted the following communications: a 5-28-09 memo from the Director of Planning; a 5-27-09 memo from the Assistant Town Engineer; a 5-27-09 W.W.W. notice of no objection; a 5-25-09 letter from M. Block with revised plans; and a 5-29-09 Elevation & Footing Details by Dennis Davey, Inc.

Michael Block, owner and applicant, distributed to members a 5/30/09 revised set of plans and highlighted the changes he made.

Favretti questioned Block if the fence will go the length of the retaining wall, citing safety reasons. He asked for clarification on the proposed parking in front of the home, noting that a parking space located directly in front of the front door would impede access. Favretti noted no further comments from the Commission or public. Hall MOVED, Gardner seconded, to close the Public Hearing at 9:00 p.m. MOTION PASSED UNANIMOUSLY. Favretti asked that members be prepared to discuss the application

at the next meeting. Kochenburger volunteered to work with staff to draft a motion.

### **Old Business:**

#### **2. Subdivision Application, 3 lots, Wormwood Hill Rd, K. Hallock o/a, , File #1285**

Peter Henry, of Holmes & Henry Associates, reviewed the revised plans which address comments that were made by the Director of Planning in his report.

Dave Koehler, 115 Wormwood Hill Road asked for explanation on the request of the applicant for a setback waiver, noting his concern for safety due to the difficult sightlines during the summer months.

Goodwin questioned why we are requiring a conservation easement on land that was recently denuded of trees, and she wondered how quickly the site will restore itself.

Favretti noted no further questions or comments from the PZC or public. Hall volunteered to work with staff to draft a motion.

### **Zoning Agent's Report:**

Hirsch noted that he has sent a violation notice to Hall with a deadline date of Friday, June 5<sup>th</sup>. Hirsch stated that he will attend the gravel renewal field trip and will be at the Hall site with the PZC.

### **Other Old Business:**

#### **3. Gravel Permit Renewals, Banis property on Pleasant Valley Road File #1164 & Hall property on Old Mansfield Hollow Road File #910-2**

Padick updated the PZC that Karen Green, Stafford Road, has not completed re-stabilization of the previously approved gravel permit, and staff will be suggesting that she keep the permit in effect for another year to address this item. He noted that Green has shown interest in opening another part of the site for field/corn growth which will require a gravel removal permit. Padick suggested the PZC consider the new portion and renewal in one public hearing, and expects the formal request for the new portion for the next meeting. This item was tabled until 6/15/09 Public Hearing.

#### **4. New Special Permit Application, Efficiency Unit, 19 Hillside Circle, J. Watt & A. Welch owners, B. Briggs applicant, File #1287**

Tabled until 6/15/09 Public Hearing.

#### **5. Draft Revisions to the Zoning and Subdivision Regulations File #907-31**

Tabled pending public hearing on 6/15/09.

#### **6. Potential Re-Zoning of the "Industrial Park" zone on Pleasant Valley Road and Mansfield Avenue**

Tabled pending meeting with a representative of the CT. Farmland Trust.

#### **7. PZC Member Vacancy: Mansfield Community Quality of Life Committee**

Tabled due to several members being absent.

### **New Business:**

#### **1. New Special Permit Application, Efficiency Unit, 48 Puddin Lane, P & A Veilleux owners, Spring Hill Properties applicant, File #1288**

Goodwin MOVED, Holt seconded, to receive the special permit application File #1288 submitted by Spring Hill Properties, for a house addition and efficiency unit, on property located at 48 Puddin Lane, owned by Paul and Andrea Veilleux, as show on plans dated 5-22-09, and as described in other application submissions, and to refer said application to the staff for review and comments, and to set a public hearing for July 6, 2009. MOTION PASSED UNANIMOUSLY.

#### **2. Request for a 90-day filing extension, Popeleski Estates, South Bedlam & Bassetts Bridge Rds, File #1278**

Holt moved, Gardner seconded, that the PZC accept the request for extension submitted by Stephen Filip, dated May 28, 2009, for the Mansfield Hollow Estates Subdivision. MOTION PASSED UNANIMOUSLY.

**Reports of Officers and Committees:**

Favretti noted the field trip scheduled for 6/8/09 at 1 p.m.

**Communications and Bills:**

Noted.

**Adjournment:**

Favretti declared the meeting adjourned at 9:21 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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## MINUTES

### MANSFIELD INLAND WETLAND AGENCY/PLANNING AND ZONING COMMISSION FIELD TRIP Special Meeting Monday, June 8, 2009

Members present: R. Favretti, B. Gardner, R. Hall (items 3-6), K. Holt, L. Lombard,  
Staff present: G. Meitzler, Wetlands Agent, Assistant Town Engineer;  
G. Padick, Director of Planning; C. Hirsch, Zoning Agent

The field Trip began at 1:10 p.m.

1. WATT/WELCH PROPERTY, 19 Hillside Circle, Proposed efficiency apartment, PZC File #1287  
Members were met by J. Watt and A. Welch who briefly explained the proposed plans. Site and neighborhood characteristics were observed. No decisions were made.
2. GREEN PROPERTY, 1090 Stafford Road, review of 2008 Gravel Removal Site and planned future excavation area, PZC File #1258  
Members were met by K. Green, property owner and P. Desiato. Site characteristics were observed and a planned new excavation area was pointed out. No decisions were made.
3. BANIS PROPERTY, Pleasant Valley Road, Rock removal renewal request, PZC File #1164  
Members were met by property owner S. Banis. Site characteristics were observed. No decisions were made.
4. VEILLEUX PROPERTY, 48 Puddin Lane, Efficiency Unit, PZC File #1288  
Plans for new additions were reviewed and site and neighborhood characteristics were observed. No decisions were made.
5. HALL PROPERTY, 35 Mansfield Hollow Road, Gravel removal renewal request, PZC file #910-2  
Members were met by property owner E. Hall. Site characteristics were observed. No decisions were made.
6. BEALLE & HIGGINS PROPERTY, Wormwood Hill Road (about 500 feet from Ashford Town Line), New Single Family Residence, IWA File #W1433  
Members were met by J. C. Beall and K. Higgins who briefly explained the proposed plans. Site characteristics, and in particular topography and the location of an isolated wetland, were observed. No decisions were made.

The field trip ended at approximately 3:20 p.m.

Respectfully submitted,

K. Holt, Secretary

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MINUTES  
MANSFIELD INLAND WETLANDS AGENCY  
Special Meeting  
Monday, May 18, 2009  
Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger,  
P. Plante, B. Pociask, B. Ryan  
Alternates present: M. Beal, G. Lewis, L. Lombard  
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the special meeting to order at 7:05 p.m. If needed, alternates will act in the following order: Lombard, Beal and then Lewis.

**Old Business:**

**W1426- Hallock Subdivision-Wormwood Hill Road**

Favretti referenced the applicant's 5/13/09 letter which requested delaying discussion until the 6/1/09 meeting, and consented to a 35-day extension of the action deadline. Holt MOVED, Plante seconded, to accept the 35-day extension of the time period for action. MOTION PASSED UNANIMOUSLY.

**W1429-Kleinfelder, CVS Site Remediation, Middle Turnpike**

Grant Meitzler, Wetlands Agent, referenced his 5/13/09 memo, and after a brief discussion, Holt MOVED, Gardner seconded, to grant a modification to the Inland Wetlands license, File #W1429, previously approved on May 4, 2009, and granted to Brian McCann, Kleinfelder, Inc., for installation and operation of a groundwater extraction and treatment system located at 632 Middle Turnpike. The changes to the original permit are shown on revised plans dated May 11, 2009, and they are as follows:

1. Relocation of treatment shed 40 feet further from Route 44.
2. Landscaping to be planted to screen the shed.
3. Low retaining wall used to level area around the shed.
4. Silt fencing down-slope of shed.

Approval of this modification to the previous plan is based on a finding of no anticipated significant impact. All conditions of the previous approval shall be met, including the original date that the permit expires: May 4, 2014. MOTION PASSED UNANIMOUSLY.

**Adjournment:**

The meeting was adjourned at 7:08 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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**DRAFT MINUTES**  
MANSFIELD INLAND WETLANDS AGENCY

Regular Meeting  
Monday, June 1, 2009

Council Chambers, Audrey P. Beck Municipal Building

Members present: R. Favretti (Chairman), B. Gardner, J. Goodwin, R. Hall, K. Holt, P. Kochenburger,  
B. Pociask  
Members absent: P. Plante, B. Ryan  
Alternates present: G. Lewis, L. Lombard  
Alternates absent: M. Beal  
Staff present: G. Meitzler (Wetlands Agent)

Chairman Favretti called the meeting to order at 7:01 p.m. Alternates Lombard and Lewis were appointed to act.

**Minutes:**

5-4-09 - Hall MOVED, Gardner seconded, to approve the 5-4-09 minutes as written. MOTION PASSED UNANIMOUSLY.

5-12-09 Field Trip - Gardner MOVED, Holt seconded, to approve the 5-12-09 Field Trip minutes as written. MOTION PASSED with Holt, Favretti, Gardner, Goodwin, and Lombard in favor and all others disqualified.

5-18-09 Special Meeting-Holt MOVED, Gardner seconded, to approve the 5-18-09 Special Meeting minutes as corrected. MOTION PASSED UNANIMOUSLY.

**Communications:**

The 5-20-09 Conservation Commission Draft Minutes and 5-27-09 Wetlands Agent's Monthly Business report were noted. There were no questions or comments.

**Outstanding Enforcement Actions:**

W1400 – Glode – Stafford Rd

Kochenburger MOVED, Holt seconded, to release the Order issued to William & Janet Glode requiring removal and stabilization of an area of dumped materials in and next to wetlands on the property located at 777 Stafford Road. This action is based on the satisfactory removal of the dumped materials and stabilization of the area. MOTION PASSED UNANIMOUSLY.

**New Business:**

W1426 - Hallock Subdivision - Wormwood Hill Rd

Peter Henry, of Holmes and Henry, reviewed the revisions to plans dated 5-22-09. After a brief discussion, Holt MOVED, Hall seconded, to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Kathryn A. Hallock (file no. W1426), for a three (3) lot subdivision, on property owned by the applicant, located on the east side of Wormwood Hill Road, as shown on plans dated March 20, 2009 revised through May 22, 2009 and as described in other applications 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. Erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized.

This approval is valid for a period of five years (until June 1, 2014), 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. MOTION PASSED UNANIMOUSLY.

W1430 - Block - house addition - Hanks Hill Rd

After a brief discussion, Kochenburger MOVED, Holt seconded, to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Michael Block (File W1431) for an addition onto an existing residence and expansion of a foundation for a retaining wall, on property owned by the applicant, located at 8 Hanks Hill Road, as shown on a map dated April 10, 2009 revised through May 20, 2009 with an accompanying letter dated May 25, 2009, 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 shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized.
2. Any potential for impact will come from leaving the work area unprotected during construction. Therefore, hay bales (that are presently in place) shall be removed during work and restored or replaced when work stops. This is especially important during rainy days and nights.

This approval is valid for a period of five years (until June 1, 2014), 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. MOTION PASSED UNANIMOUSLY.

W1431 - Juliano Pools (Gormley) - Storrs Rd - in-ground pool

Holt MOVED, Hall seconded, to grant an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Bryan Cormier/Juliano Pools (file no. W1431), for the installation of a 20x46 foot Lazy L in-ground swimming pool, on property owned by Suzanne Gormley, located at 853 Storrs Road, as shown on plans dated April 28, 2009 and as described in other applications 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. Erosion and sedimentation controls (as shown on the plans and in accompanying letter) shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized;
2. The new pool shall not be placed any closer to the brook than the present pool;
3. All excavated material shall be removed from the site, except the one or two truck loads that shall be stockpiled as far from the brook/wetlands (toward the rear of the property) as possible. This material is to be used for minor yard work;
4. If any stone/rocks are dug up during the excavation, they shall be placed in a line at the base of the slope to act as a low retaining wall.

This approval is valid for a period of five years (until June 1, 2014), 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. MOTION PASSED UNANIMOUSLY.

**Public Hearing Continuation:**

W1424 - Whispering Glen Condominiums - Meadowbrook Lane

Chairman Favretti opened the continued Public Hearing at 7:18 p.m. Members present were Favretti, Gardner, Goodwin, Hall, Holt, Kochenburger, Pociask, and alternates Lewis, Lombard who were both appointed to act. Wetlands Agent Meitzler noted a set of 5-5-09 revised plans, a 5-13-09 letter from applicant and a 5/28/09.

Meitzler stated that all points in his memo have been addressed by the applicant. Patrick Lafayette, of Development Solutions, reviewed the significant changes made to the latest plans dated 5-5-09, based on staff comments. He noted the most significant change is the elimination of two units near the rear of the property adjacent to the steep slopes, and moved the remainder of those buildings 20 ft. from the wetlands.

Members questioned alternative routes for the sewer crossing the wetlands and walking path connection details. After a brief discussion, Holt MOVED, Lombard seconded, to continue the hearing until the Special Meeting on June 15<sup>th</sup>. MOTION PASSED with all in favor except Goodwin who was opposed. (At the 6-1-09 PZC Public Hearing on related item, it was agreed upon by the Commission and applicant to continue the Public Hearing in both IWA & PZC to the 7-6-09 meeting to allow adequate time for changes to the plans.)

**Request for Renewal:**

**W1432-Bagwell- Chaffeeville Road- Lot 3, Horseshoe Heights Subdivision**

Holt MOVED, Gardner seconded, to grant a renewal of an Inland Wetlands License under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield to Mallory Bagwell (file no. W1432), for Lot 3 of the Horseshoe Heights Subdivision, on property owned by the applicant, located on Chaffeeville Road, as shown on plans dated 1/1/01, revised through 3/20/01 and as described in other applications 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. Erosion and sedimentation controls (as shown on the plans) shall be in place prior to construction and maintained during construction and removed when disturbed areas are completely stabilized;
2. All conditions of the original permit shall remain in effect.

This approval is valid until April 2, 2011 (which is 10 years from the original approval date), 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. MOTION PASSED UNANIMOUSLY.

**New Business:**

**W1433- Beall & Higgins- Wormwood Hill Road-Single Family House in Buffer**

Goodwin MOVED, Holt seconded, to receive the application submitted by J. C. Beall and Katrina Higgins (IWA file #1433) under Section 5 of the Wetlands and Watercourses Regulations of the Town of Mansfield for the construction of a single family residence with onsite well and septic located on Wormwood Hill Road, on property owned by the applicants, as shown on a map dated May 26, 2009 and as described in other application submissions, and to refer the application to the staff and Conservation Commission for review and comment. MOTION PASSED UNANIMOUSLY.

**Field Trip:**

A field trip date was set for Monday, June 8, 2009 at 1:00 p.m.

**Reports of Officers and Committees:**

None noted.

**Other Communications and Bills:**

Noted.

**Adjournment:**

The meeting was adjourned at 7:38 p.m.

Respectfully submitted,

Katherine K. Holt, Secretary

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**TOWN OF MANSFIELD**  
Planning and Zoning Commission



AUDREY P. BECK BUILDING  
FOUR SOUTH EAGLEVILLE ROAD  
MANSFIELD, CT 06268-2599  
(860) 429-3330  
Fax: (860) 429-6863

May 21, 2009

Paul E. Ferri, Environmental Compliance Analyst  
Office of Environmental Policy  
University of Connecticut  
31 LeDoyt Road  
U-Box 3055  
Storrs, CT 06269-3055

Re: April 2009 Draft Environmental Impact Evaluation, Two Academic Buildings, University of Connecticut

Dear Mr. Ferri:

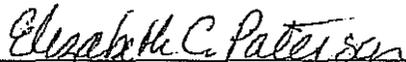
Mansfield's Town Council and Planning and Zoning Commission, with assistance from staff and Mansfield's Conservation Commission, have reviewed the April 2009 draft Environmental Impact Evaluation for the two academic buildings on UConn's Storrs Campus. The following comments are presented for your consideration:

1. The proposed academic buildings have been sited and designed carefully and they will become significant physical and social components of UConn's core campus area. The proposed project is considered to be fully consistent with Connecticut's Policies Plan for Conservation and Development, the Windham Regional Land Use Plan, and Mansfield's Plan of Conservation and Development.
2. The draft Environmental Impact Evaluation documents the need for the new academic buildings and suitably identifies potential environmental impacts and necessary mitigation measures. Particular attention appropriately has been given to water supply and storm water management issues and to potential impacts on the Eagleville Brook watershed and the Fenton River/Willimantic Reservoir watershed. It is essential that all of the recommended mitigation measures be incorporated into construction plans and implemented during the proposed construction period. Furthermore, University officials must plan for the maintenance of all infrastructure improvements.
3. Page 3-30 of the Environmental Impact Evaluation notes that the University currently is evaluating the use of under-slab drainage water for flushing toilets in the east building and irrigating the Student Union quadrangle. Mansfield officials strongly recommend the incorporation of these alternatives into construction plans for the subject academic buildings. The implementation of these alternatives will demonstrate further UConn's leadership and commitment to the principals of sustainable development.

4. Construction traffic needs to be addressed as part of final construction plans and specifications for this project. There are many alternative travel routes to and from the project site. To help minimize traffic impacts for Mansfield residents, all construction contracts should require construction traffic to use State roads.

Mansfield officials are available to discuss any of the comments contained in this letter. We anticipate continued cooperation regarding the preparation and implementation of construction plans for the subject project. If you have any questions regarding this letter, please contact Mr. Gregory J. Padick, Mansfield's Director of Planning at 860-429-3329.

Very truly yours,



Elizabeth C. Paterson, Mayor  
Mansfield Town Council



Rudy Favretti, Chairman  
Mansfield Planning and Zoning Commission

Cc: Mansfield Town Council  
Mansfield Planning and Zoning Commission  
Mansfield Conservation Commission



STATE OF CONNECTICUT  
**COUNCIL ON ENVIRONMENTAL QUALITY**

*Environmental Quality in Connecticut*

A Summary Review of 2008

Below, the Council presents a very brief summary of environmental trends and conditions for 2008. The full report, available at [www.ct.gov/ceq/AnnualReport](http://www.ct.gov/ceq/AnnualReport), shows long-term trends for 30 indicators and gives complete information on how progress is measured.

April 29, 2009

**Trends in Brief**

<p><b>Our Air</b></p>	<p>Levels of every air pollutant except carbon monoxide improved in 2008.</p> <p>Connecticut had 338 Good Air Days in 2008 (compared to only 320 in 2007). These numbers take into account the new, more protective standards for ground-level ozone and particles.</p>	
<p><b>Our Land</b></p>	<p><b>Public Land</b> To meet the state goal for land conservation, municipalities, nonprofit organizations, water utilities and the state need to protect about 11,000 acres per year. The estimated total for 2008 was about 3,000 acres.</p> <p><b>Farmland</b> Farmland loss outpaced preservation. Connecticut has been losing about 1,800 acres of farm fields per year. In 2008, the state preserved 675 acres.</p> <p><b>Wetlands</b> Connecticut saw fewer acres of inland wetlands destroyed in 2007 (most recent data available) than in any previous year.</p>	  
<p><b>Our Beaches</b></p>	<p>Beaches were better in 2008 for people, with fewer beach closings caused by pollution...</p> <p>...and better for piping plovers, small shorebirds that nest on 15 coastal beaches from Stratford to Stonington. The piping plover is a threatened species.</p>	
<p><b>Our Sound</b></p>	<p>The past year saw a slight uptick in lobsters and tidal wetland restoration, but other Long Island Sound trends stayed the same or declined. The area of low oxygen spread in 2008.</p>	
<p><b>Our Rivers &amp; Reservoirs</b></p>	<p>About 80 miles of rivers receive sewage overflows during storms, a problem that will take many more years to correct. More than 80% of river miles cannot be classified as suitable for swimming at all times.</p> <p>As usual, more than 99% of water delivered by water utilities met all drinking water standards in 2008.</p>	 
<p><b>Our Health: Cancers</b></p>	<p>The incidence of breast cancer and non-Hodgkin's lymphoma went up slightly but remained well below their peak levels of the late 1990s.</p>	
<p><b>Our Future:</b></p> <p>Leading environmental indicators measure today's actions that affect the quality of tomorrow's environment.</p>	<p>The average resident took the bus more often and used electricity more efficiently...</p> <p>...but bought a greater proportion of appliances that were not <i>EnergyStar</i> efficient.</p> <p>Compliance with environmental laws stayed the same at 90%.</p>	  

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AGvocate



Advocacy for Local Agriculture

Jennifer Kaufman  
AGvocate  
Eastern CT RC&D  
139 Wolf Den Road  
Brooklyn, CT 06234  
AGvocate@yahoo.com  
860-450-6007  
860-779-0148 (Fax)

June 5, 2009

Sent Via E-mail

Matthew W. Hart  
Town Manager  
Town of Mansfield  
4 South Eagleville Road  
Storrs-Mansfield, CT 06268

Dear Matt:

Thank you for applying to participate in the AGvocate Pilot Program. The communities who submitted applications have clearly made agricultural viability a priority, which is exciting to see. The Steering Committee had the difficult job of choosing only six pilot communities.

Regretfully, Mansfield was not chosen to participate. While Mansfield has not been chosen as an "official" AGvocate community, there will still be opportunities for your community to benefit from some of the resources developed over the course of the project. As the project progresses, we plan to hold workshops and public meetings to which all interested community members will be invited. In addition, resources that have broad public benefit will be posted on [www.ctplanningforagriculture.com](http://www.ctplanningforagriculture.com). This program is only a pilot and we hope that after the pilot phase this program will continue to provide communities in Eastern Connecticut with opportunities to promote agricultural viability.

We will keep you informed about our progress and hope to work with you during the next phase of this project.

Thank you for the time and effort you put into your application.

Sincerely,

Jennifer Kaufman  
AGvocate

AGvocate Steering Committee Ben Bowell New England Field Rep, American Farmland Trust •Lois Bruinooge, Deputy Executive Director, Last Green Valley, Inc. • David Fuss, Town of Brooklyn Planning and Zoning Commission •John Guszowski, President, Eastern CT (RC&D) •Rick Hermonot, Ekonk Hill Turkey Farm, Farm and Business Consultant First Pioneer Credit •Jennifer Kaufman, AGvocate (Staff) •Kevin Kennedy, Director of Planning, Town of Thompson • Joyce Meader, Dairy /Livestock Educator, UConn Cooperative Extension •Dawn Pindell, Executive Director, Windham County Farm Service Agency •Norma O'Leary, Thompson Conservation Commission Chair and Agricultural Producer •Elizabeth Rogers, USDA NRCS

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# Memo

To: Town Council  
From: Matt Hart, Town Manager *MWH*  
CC: Maria Capriola, Sara-Ann Chaine, Audrey Conrad  
Date: May 26, 2009  
Re: Quarterly Status Report: January – March 2009

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Below please find a status report regarding the current projects, initiatives and responsibilities of the Town Manager's Office. This list does not encompass every activity, but does provide a summary of the more important items. I welcome any questions or comments that the Town Council may have.

## Major Projects and Initiatives

- 1) Assisted/Independent living project– Masonicare has completed an independent market analysis and has determined that this area can support a facility with approximately 200 units of combined independent/assisted living. They have identified a potential parcel of land to build this facility on, and have negotiated an option to purchase this property. This past quarter, representatives of Masonicare met with the Directors of Human Services and Parks & Recreation to discuss a potential partnership with the Community Center.
- 2) Communications and information technology – staff has commenced work on a project to upgrade the website to improve citizen and staff usability. A staff committee has been formed to work on the project, with the Information Technology department taking the lead. Potential website vendors are being reviewed and interviewed by staff on May 27<sup>th</sup>.

- 3) Community/campus relations – some of the most important items are as follows:
  - a. Committee on Community Quality of Life – the committee is meeting on a regular basis and has reviewed and endorsed proposed revisions to the septic pumping and water testing provisions of the housing code as well as proposed amendments to the special police services ordinance. In addition, the committee is working on its Mansfield 2020 (strategic plan) referral, and is reviewing proposed residential rental parking regulations, a proposed ordinance regarding training of alcohol servers and the definition of “family” as it relates to municipal regulations.
  - b. Mansfield Community-Campus Partnership – the MCCP continues to meet throughout the academic year to discuss substance abuse, quality of life and related issues.
  - c. UConn Spring Weekend – staff prepared and successfully executed its public safety response for Spring Weekend 2009. The Town-University Relations Committee has been tasked to serve as the Spring Weekend Oversight Committee, and will prepare a comprehensive after-action report regarding the 2009 event. To facilitate its review of spring weekend, the Town-University Relations Committee is contemplating possible modifications to its membership.
- 4) Community water and wastewater issues – Gregory Padick and I continue to participate as members of the UConn Water and Wastewater Policy Advisory Committee.
- 5) Energy conservation and sustainability – key items are as follows:
  - a. Mansfield Community Center cogeneration plant – the installation and activation of co-generation unit at the MCC is complete. The unit should save the town about \$40,000 a year in energy costs.
  - b. School bus diesel retrofit project (funded via a \$250,000 grant from the EPA) – diesel particulate filters have been installed in all twenty school buses slated for retrofits.
  - c. Sustainability Advisory Committee – staff assisted the Town Council with the design and establishment of the new advisory committee. The Committee on Committees has recruited members for the new committee, and staff is the process of scheduling the group's first meeting committee.
- 6) Mansfield Community Center – the management team continues to oversee and review operations of the center. As of June 1, 2009, memberships total 1,929. (There are 4,156 members in total). We have transferred responsibility for custodial duties to the Department of Facilities Management to realize additional cost efficiencies and have made staffing adjustments to mitigate any deficit for the current year. We anticipate that we will end the fiscal year on budget.
- 7) Mansfield Downtown Partnership and Storrs Center – working with the Downtown Partnership, the Town has selected the firm of BL Company to complete the engineering services for the Storrs Road project. Leasing has begun in earnest for Phase 1A, and the developer has received letters of intent (LOI) from two established restaurateurs – The Vanilla Bean Café from Pomfret, CT and Moe's

Southwest Grill, an Atlanta, GA based restaurant with four other locations in CT. Also, the Director of Finance and I have made progress with negotiating a comprehensive development agreement between the Town of the developer concerning the public components of the project. Furthermore, Partnership and Town staff members have been working with the State Traffic Commission (STC) to complete the agency's review of our permit application – this is the final outstanding state permit for this project.

- 8) Strategic plan – as requested by Town Council, staff has referred components of *Mansfield 2020: A Unified Vision* to various advisory committees for review and comment. Those committees have been asked to respond by April 1, 2009. Several committees have submitted their responses. Other committees have respectfully requested an extension and/or have indicated that their responses are forthcoming. Following the Council's review of the input provided by the advisory committees, I would recommend that you vote to formally accept and endorse the plan's vision and vision points.

#### Capital Projects

- 1) Four Corners Sewer Project – during this past quarter, the Four Corners Sewer Study conducted an informational session for property owners and is planning to make a similar presentation on June 9<sup>th</sup> to the community at large. Staff has also submitted various requests to federal legislators seeking federal funding for the project.
- 2) Four schools renovation project/school building committee – following the November 2008 presentation to the Town Council and Mansfield Board of Education, the school building committee has focused its review upon the consolidated elementary school option. Staff and the committee are currently in the process of reviewing one or more potential locations for a site, and Superintendent Baruzzi has coordinated tours visiting consolidated elementary schools of a comparable size. At the next meeting of the Building Committee, we will debrief with the staff who participated in the site visits and tours to other schools. The committee has not decided that a consolidated school is the only viable option for Mansfield and will continue to examine the other three primary options as well. Because this review will take some time, the committee has determined that a 2009 referendum is not feasible and is working to present a proposal to the Town Council and Board of Education for the November 2010 election.
- 3) Hunting Lodge Road bikeway – construction has resumed and we anticipate that the project will be completed this construction season.
- 4) Middle School Fuel Conversion project – the installation of the new heating system is underway and the contractor expects to complete work in time for the next heating season. We have also begun the installation of the gas line along a portion of Maple Road, all of Davis Road and a short section of Spring Hill Road to the Middle School property. In order to keep the cost of the project within the existing budget, we scaled

back the project scope by listing some elements of the project as alternates. We have asked the state for additional funding in order to complete these alternates and the entire scope of the project.

- 5) Senior center facility use study – the architect has submitted a proposal for approximately \$60,000 to prepare architectural and engineering plans for renovations to the Senior Center. Staff has determined that this is cost prohibitive at this time, and representatives of the Mansfield Senior Center concur with this assessment. Staff is now exploring the possibility of applying for a Small Cities Community Block Grant program amendment (use of program income) to replace the roof of the Senior Center. Currently repairs are being made to the roof on an “as needed” basis.

### Employee Benefits, Human Resources and Labor Relations

- 1) Employee wellness program – the health district (EHHD) continues to administer the wellness program for Town-MBOE-Region 19 employees. Be Well continues to utilize data about our employee population to develop site specific programming, administer the health risk assessment (HRA) assessment tool for staff, and research and partner with local providers to provide wellness resources at the local level. Be Well has been focusing its resources on improving back health; improvements to back health are aimed at minimizing exposure to workers compensation claims and reducing health insurance claims. Programming continues to be developed based upon review and analysis of health insurance claims utilization, workers compensation claims, Health Risk Assessment (HRA) aggregate data, and behavioral and interest survey data. Staff is also working with Be Well to begin preparations for the annual open enrollment and health and benefits fair.
- 2) Employee benefits – staff continues to work with Milliman regarding health insurance renewal options and potential plan design possibilities. Staff has been working with Milliman, Anthem, and Region 19 to implement the negotiated health insurance plan design changes for the teachers union and non-union personnel. Changes to the noted Region 19 plans go into effect July 1, 2009. Work on the needed revisions to the 403b plans for the Mansfield Board of Education and Regional School District #19 are nearly complete; the implemented changes are compliant and pursuant to recent IRS changes regarding these plans.
- 3) Labor negotiations. We have successfully negotiated a one year contract extension with the professional-technical bargaining unit; this is the Town’s largest labor group. The extension includes a wage freeze for the upcoming year and wage concessions for steps and longevity. Management will present Council with a similar proposal for non-union employees for the upcoming fiscal year. Negotiations are nearing completion with the Public Works Union. Negotiations remain underway with the Fire union as well.
- 4) Personnel rules & policies – the town’s personnel rules, which provide the conditions of employment for nonunion personnel, need to be updated; draft revisions to the

personnel rules are currently underway. Any revisions to the personnel rules must be approved by the Town Council. Revisions to the anti-harassment policy are underway.

- 5) Recruiting – We recently promoted Cheryl Trahan to the position of Finance Director effective July 1, 2009. A recruitment is currently underway to replace Ms. Trahan as Controller-Treasurer (her current position). Recruitment activities have been minimal as we have been leaving vacancies open when possible to achieve salary savings.
- 6) Miscellaneous training – Staff has recently attended training such as: reasonable suspicion (drug and alcohol), FOIA, Fair Housing, etc. Staff is working with the FOIA Commission to provide training on the FOIA for staff, boards, and advisory committee members. A tentative date of June 25<sup>th</sup> has been established for the training.

### FISCAL YEAR 2008/09

#### Employees Hired

<u>Appointment Date</u>	<u>Position</u>	<u>Applications</u>	<u>Tested</u>	<u>Name</u>
9-22-08	Fire Captain**	4	3	Uri Lavitt
9-24-08	Assessor's Office Intern - PT	2	2	Sabina Burdoev
10-15-08	Firefighter/EMT - PT	13	6	Eric Ramsay and Ed Crandall
12-8-08	Member Services Coordinator		6	Amanda Barry
2-16-09	Laborer**	2	1	Jeffrey Beausoleil
7-1-09	Finance Director**		5	Cheryl Trahan
<i>In Process</i>	Controller-Treasurer		6	<i>Not Yet Determined</i>
<i>In Process</i>	Fitness Specialist - PT		3	<i>Not Yet Determined</i>

\*\*Internal hire or promotion

PT - part-time

#### Finance

- 1) Budget – the Fiscal Year 2009-2010 budget was adopted at the annual town meeting, 463 in favor and 89 opposed. Throughout budget season staff prepared a number of presentations and publications as a means to disseminate information to the Council and citizens about the budget. Information was distributed to public locations and placed on the Town website. Staff developed two new publications: the Citizen's Guide to the Budget and the Budget-in-Brief mailer.

**Grant Administration**

1) Small Cities – the Town submitted an application to DECD on behalf of Juniper Hill fire safety improvements to its cottages; the grant application has been awarded in the amount of \$500,000. Grant documents have been executed, the bid process has occurred, and construction is nearing completion.

The Town is exploring the possibility of using program income funds to: make accessibility improvements to a family changing room at the Community Center; make repairs to the Senior Center roof; and to provide an emergency rehab loan to a local property owner with a failing septic system. The Town is also exploring the feasibility of applying for a small cities grant during the 2009 competitive process for funds to pay for infrastructure projects or the housing rehabilitation loan program.

2) The following table is a summary of grant applications submitted since January 2008:

Date on Council Agenda	Lead Department	Grant	Funding Agency	Status	Grant Award
1/28/08	Discovery Depot	Child Daycare Services	CT Department of Social Services	Awarded	\$319,199
1/28/08	Parks & Recreation	Greenways Small Grant	CT Department of Environmental Protection	Not Awarded	—
3/10/08	Human Services	Senior Services Grant	CT Department of Social Services	Awarded	\$5,000
4/14/08	Town Clerk	Historic Documents Preservation Grant	CT State Libraries	Awarded	\$7,000
6/23/08	Human Services	Youth Services Bureau Grant & Youth Services Enhancement Grant	CT Department of Education	Awarded	\$16,341 & \$5,000
7/28/08	Emergency Management	Emergency Management Performance Grant	CT Department of Emergency Management and Homeland Security	Awarded	\$7,500
8/11/08	Public Works	Transportation Grant for Storrs Rd Improvements	Federal DOT	In Process	\$2.25 Million
10/14/08	Discovery Depot	Child & Adult Food Care Grant	CT Department of Education	Awarded	\$32,900
10/14/08	Public Works	Alternative Fuel Vehicle Grant	CT Department of Public Transportation	Awarded	\$6,200
<b>Total Grant Funds Awarded YTD 2008:</b>					<b>\$399,140</b>

### Land Management and Open Space Acquisition

- 1) The Town Council has authorized the acquisition of the Dorwart property, the Moss Sanctuary and Mansfield Recreation Park (Lions club). We have completed the closings on the Dorwart and Mansfield Recreation Park parcels, and are finalizing the acquisition of Moss Sanctuary.

### Legal

- 1) Amendments to Special Police Services Ordinance (to be renamed Special Public Safety Services Ordinance) – at staff's recommendation, the Town Council has scheduled a second public hearing to solicit public regarding the proposed amendments to the ordinance.
- 2) Amendments to Mansfield Housing Code – the Town Council recently approved recommended amendments to the housing code to adjust the septic service schedule from two to four years.
- 3) An Ordinance Establishing a Fee Schedule for Fire Prevention Services – the Town Council has adopted the proposed ordinance.
- 4) An Ordinance for Obtaining Goods and Services – the Town Council continues its review of the proposed ordinance.

### Risk Management

- 1) The Safety and Wellness Committee continues to meet on a quarterly basis. The Committee continues its safety site inspections, summary claims review (LAP and Worker's Compensation), and serves as a resource to the employee wellness program. The most recent quarterly meeting was held in April. In April, the Safety and Wellness Committee reviewed and discussed an in depth health insurance claims utilization analysis. The group discussed the relationship between wellness and claims utilization.

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