



City of Torrington
CONSERVATION COMMISSION
MEETING AGENDA
Thursday April 16, 2020

In response to the Governor's Executive Orders regarding COVID-19, this meeting will be held remotely using the ZOOM online meeting platform. Members of the public wishing to listen to the meeting in real time can do so by calling 1-646-558-8656 or using the ZOOM app.

(Meeting ID: 795-950-7035, Passcode 907148).

PLEASE NOTE: All minutes and any other written correspondence to be discussed at this meeting can be accessed by scrolling to the bottom of this agenda and keep scrolling to access documents. This is one single file, which includes Agenda and discussion items.

1. Call to Order:
6:30 p.m., ZOOM online meeting platform, instructions above. Meeting will not be held at City Hall physical location.
2. Roll Call & Announcements:
Members: Chris Altman, Jim Fedorich, Dan McGuinness, Tomasz Kalinowski, Robert DeMaille & staff Jeremy Leifert
3. Minutes:
 - a. January 9, 2020 Regular Meeting
 - b. January 19, 2020 Site Walk
 - c. January 21, 2020 Special Meeting
4. New Business:
5. Old Business:
 - a. Earth Day Cleanup postponement discussion
 - b. Continued discussion/schedule for open space parcel inventory and data collection
 - c. 2020 DEEP Open Space Acquisition Grant Round discussion
6. Communications:
 - a. Record of Meeting – March 12, 2020
 - b. Record of Meeting – February 13, 2020
7. Adjournment:

Jeremy Leifert, Assistant City Planner
Staff to Conservation Commission



**CITY OF TORRINGTON
CONSERVATION COMMISSION
Meeting Minutes
January 9, 2020 Regular Meeting**

1. Call to Order: 6:36 pm, Land Use Office, Room 324,140 Main Street, Torrington, CT.
2. Roll Call & Announcements: Members: Tomasz Kalinowski, Dan McGuinness, Robert DeMallie, Jim Fedorich, Christine Altman (Arrived 6:39) & staff Jeremy Leifert

Members Absent: None

Members of the public: Catherine Mollica and Gerald Barth, residents of Notting Hill Gate

3. Election of Officers:

J. Leifert stated that election of officers for the next term should typically be held in the first meeting after new terms begin. Commissions should at minimum have a chair and vice-chair. Existing members have been reappointed since the last meeting for new terms.

Motion to postpone election of Commission Chair to later in the meeting was made by T. Kalinowski and seconded by D. McGuinness. Motion passed unanimously.

Motion to nominate and confirm T. Kalinowski as Vice-Chair was made by J. Fedorich and seconded by D. McGuinness. Motion passed unanimously.

C. Altman arrived at 6:39. Commission chairperson nomination was taken up at this time.

Motion to nominate and confirm C. Altman as Chair was made by J. Fedorich and seconded by T. Kalinowski. Motion passed unanimously.

4. Minutes: October 10, 2019 Regular Meeting

Motion to accept the minutes of the October 10, 2019 meeting as presented was made by T. Kalinowski and seconded by R. DeMallie. Motion passed unanimously.

5. New Business:

- a. Review of P&Z Site Plan #1324, Notting Hill Gate/Wimbledon Gate North, Site Development for 120 apartment units in 4 buildings

J. Leifert presented a set of development plans as well as a referral letter from Peter Herbst, Attorney for the developer. Also distributed was a letter from Peter Olsen, Attorney for Catherine Mollica and the Association at Greenbriar and preliminary comments from Michael Klemens, an ecological land use expert retained by the Association.

Mr. Leifert presented a standard checklist of questions to aid in review of the application. Discussion ensued on the project and areas of concern from the conservation commission. Concerns discussed were: lack of a

stormwater management plan for review to date, limiting development on steep slopes, preservation of native shrublands on the property for wildlife habitat, control of invasive plants, vernal pool studies on the site, preservation of prime agricultural soils, identification of historic resources, and the use of Low Impact Development techniques.

The commission discussed conducting a site walk on the property, and will tentatively schedule Sunday, January 19, 2020 at 2:00 pm, pending contact by staff with the applicants' representatives to confirm.

Discussion also ensued of a special meeting to finalize comments to the planning and zoning commission were also discussed.

Motion to schedule a Conservation Commission site walk for the Notting Hill Gate/Wimbledon Gate North properties subject to P&Z site plan application #1324 on Sunday, January 19, 2020 at 2:00 at the dead end of Wimbledon Gate North and to schedule a special meeting of the Conservation Commission on Tuesday, January 21, 2020 at 5:30 PM in the Land Use Office, made by D. McGuiness and seconded by R. DeMallie. Motion passed unanimously.

6. Old Business:

a. Continued discussion of Open Space Parcel Inventory

The commission members and staff reviewed the open space map and discussed scheduling for site inspections for City-owned open space and which properties to inspect. The Commission identified the southeast area of the city as an area to concentrate on completing through the winter as the weather allows. J. Leifert will send out a form notice to abutting property owners to let them know that members will be walking nearby properties. J. Leifert will follow up with commissioners individually on availability to conduct site inspection.

7. Communications:

- a. Record of meeting – November 14, 2019 (no quorum) - No formal acceptance of the meeting record was needed since no quorum was present at the November meeting and no decisions were made.
- b. CACIWC Conference Summary – Saturday, Nov 23, 2019 - This item will be carried over to the next regular meeting.
- c. 2020 Meeting Schedule – distributed to members
- d. 2019 Annual Conservation Commission Report – J. Leifert solicited comments from the Commission via email, and the 2019 annual report was submitted at the end of December. Discussion ensued on the governing state statute requiring the annual report. A copy of the final report was distributed to commissioners.

Adjournment: **Motion to adjourn the meeting made by T. Kalinowski and seconded by D. McGuiness. Motion passed unanimously.** Meeting adjourned at 7:39 PM.

Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission

Cc: City Clerk, Mayor's Office



CITY OF TORRINGTON
CONSERVATION COMMISSION
Site Walk Minutes
January 19, 2020 Site Walk

1. Call to Order: 2:06 pm, public street adjacent to 236 Wimbledon Gate North
2. Roll Call & Announcements: Members: Christine Altman, Dan McGuinness, Robert DeMallie & staff
Jeremy Leifert

Members Absent: Jim Fedorich (at meeting location but did not walk the site), Tom Kalinowski
Also Present: Ken Hrica – Engineer, Catherine Mollica – Resident, Bruno Matarazzo - Waterbury Rep-Am
Newspaper

3. New Business:

- a. Walk of proposed project site for review and comment on Planning and Zoning Site Plan #1324,
Notting Hill Gate/Wimbledon Gate North, Site Development for 120 apartment units in 4 buildings

The site walk was called to order by Chair C. Altman at 2:06 pm. K. Hrica, the Engineer for the applicant, led the walk group through the property. The Commission, with direction from Mr. Hrica, observed areas of steep slopes, areas of important agricultural soils, flagged inland wetlands areas and areas of invasive plants. The walk specifically concentrated on orienting the commission and observing areas of proposed disturbance on the property. Also observed were areas of past mitigation performed in compliance with Army Corps of Engineers orders for unpermitted stream crossings, and areas of shared property boundaries with City-owned open space parcels for any potential impacts or concerns from the Commission.

The walk group entered the property at the proposed driveway access off of the dead-end of Wimbledon Gate North, and traversed the property, exiting at the property access point between #103 and #127 Notting Hill Gate.

Adjournment: Upon returning to the starting point of the walk on Wimbledon Gate North, the meeting was adjourned by Chair C. Altman at 3:22 pm.



Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission

Cc.: City Clerk, Mayor's Office



CITY OF TORRINGTON
CONSERVATION COMMISSION
Special Meeting Minutes
January 21, 2020

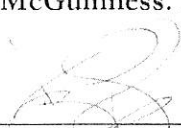
1. Call to Order: 5:34 pm, Land Use Office, 3rd Floor, Torrington City Hall, 140 Main Street
2. Roll Call & Announcements:
Members: Christine Altman, Dan McGuinness, Jim Fedorich, Tom Kalinowski & staff Jeremy Leifert
Members Absent: Bob DeMallie
Also Present: Ken Hrica – engineer for the applicant and three members of the public
3. Old Business:
 - a. Review of draft advisory comments for Planning and Zoning Site Plan #1324 and Special Exception #19-03, Notting Hill Gate/Wimbledon Gate North, Site Development for 120 apartment units in 4 buildings

The commission reviewed the draft comment document prepared by J. Leifert. Mr. Leifert informed the commission that due to the quick turnaround from the site walk, the document was not yet complete. The P&Z public hearing has been delayed for a month on this application, so the draft would be complete for the next regular meeting, which is the week before the P&Z meeting.

The commission discussed the absence of a full stormwater plan and a detailed erosion control plan to date. Mr. Hrica confirmed that the completed plans will be submitted soon. The commission also discussed concerns of both pre-development and post development steep slopes and stormwater control. The location of invasive plants on the site and native shrub replacements were discussed. Discussion ensued on the locations of prime and important agricultural soils and potential areas of disturbance. D. McGuinness suggested that the commission talk with the applicant about additional conservation easements as a mitigation option. Also discussed was the grading of an easement entering the City open space parcel. J. Leifert will pull the open space discussion record for review next meeting.

Other items in which J. Leifert still needs to complete draft comments are vernal pool concerns, the recommendations for wetlands and watercourses buffers, inclusion of accepted Low Impact Development techniques, review of trail development, City POCD goals and recommendations review, and potential losses of early successional habitat and mitigation options. J. Leifert stated that he hopes to have these comments complete in the next couple weeks to leave time for review prior to the February 13 conservation commission meeting. The commission agreed to leave this item on the next regular meeting agenda.

Adjournment: A motion to adjourn the meeting was made by J. Fedorich and seconded by D. McGuinness. Motion unanimously passed. Meeting adjourned at 6:06 pm.



Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission

Cc: City Clerk, Mayor's Office



CITY OF TORRINGTON
CONSERVATION COMMISSION
Record of Meeting
March 12, 2020

1. Call to Order: 6:39 pm, Land Use Office, 3rd Floor, Torrington City Hall, 140 Main Street

2. Roll Call & Announcements:

Members Present: Tom Kalinowski, Bob DeMallie

Members Absent: Christine Altman, Jim Fedorich, Dan McGuinness

Also Present:

It was noted for the record that the required quorum of three members was not present. No motions could be presented or voted on at this meeting.

3. Minutes:

a. January 9, 2020 Regular Meeting

b. January 19, 2020 Site Walk

c. January 21, 2020 Special Meeting

No minutes listed on the agenda were reviewed at this meeting due to lack of quorum. Minutes will be held over to the next meeting.

4. New Business:

a. 2020 DEEP Open Space Acquisition grant round discussion

The present members and staff discussed the potential of pursuing further discussion with the owner of the Leoni property on Winsted Road, and the requirements for the grant application. The members agreed that we should reach out to the property owner. J.Leifert noted that the application deadline is June 1.

5. Old Business:

a. Earth Day Cleanup planning discussion, April 25, 2020

Discussion ensued on details regarding 2020 Earth Day cleanup, specifically on planning regarding the coronavirus issue. The members agreed that we would make a push to locate food donations for breakfast and lunch, but would likely run the event without the large gathering for the post cleanup food. Suggestions were made for coupon or gift card donations in lieu of breakfast and lunch food donations. Staff will remain in contact with commission members should any changes or restrictions occur surrounding the virus.

b. Continued discussion/schedule for open space parcel inventory and data collection

J. Leifert and R. DeMallie discussed the latest round of parcel inventories that they conducted together. Smaller parcels, numbered 9, 10 and 11 on the open space map were reviewed. There were issues with property clearing and unpermitted structure encroachments that will need to be further investigated by staff.

It was agreed that a larger contiguous parcel identified as parcel numbers 8 and 43 will be planned for a full commission walk. Staff will reach out to commissioners to coordinate.

6. Communications:

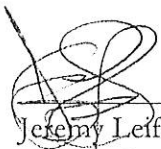
a. CACIWC Conference Summary – Saturday, Nov 23, 2019

J. Leifert went over the fall issue of *The Habitat* fall issue which described the conference. None of the presentations or slideshows are up on the CACIWC website. The upcoming issue of *The Habitat* will focus on a conference summary, and will be distributed when received.

b. Record of Meeting – February 13, 2020

J. Leifert explained that because there was no quorum for the February meeting, no formal minutes needed to be accepted. However, there is a record of meeting for review that is set up in the same format as official minutes. The members reviewed the record and discussed.

Adjournment: Meeting adjourned at 7:26 PM.

 3-19-20

Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission
Cc: City Clerk, Mayor's Office



CITY OF TORRINGTON
CONSERVATION COMMISSION
Record of Meeting
February 13, 2020

1. Call to Order: 6:43 pm, Land Use Office, 3rd Floor, Torrington City Hall, 140 Main Street

2. Roll Call & Announcements:

Members Present: Dan McGuinness, Bob DeMallie

Members Absent: Christine Altman, Jim Fedorich, Tom Kalinowski

Also Present: Nick Tella – Resident

It was noted for the record that the required quorum of three members was not present. No motions could be presented or voted on at this meeting.

3. Minutes:

- a. January 9, 2020 Regular Meeting
- b. January 19, 2020 Site Walk
- c. January 21, 2020 Special Meeting

No minutes listed on the agenda were reviewed at this meeting due to lack of quorum. Minutes will be held over to the next meeting.

4. New Business:

- a. Earth Day Cleanup planning discussion, April 18 or 25, 2020

Discussion ensued on setting a date for the 2020 Earth Day cleanup. J. Leifert noted that the actual date for Earth Day 2020 is Wednesday, April 22, so other events around the country and in the northeast appear to be evenly split between both weekends. Upon recommendation from staff, the date of the Torrington cleanup will be set on April 25, 2020.

5. Old Business:

- a. Review of final draft comments for P&Z Site Plan #1324, Notting Hill Gate/Wimbledon Gate North, Site Development for 120 apartment units in 4 buildings

J. Leifert presented the final draft of the conservation commission advisory memorandum for review by the commission members. Discussion ensued. Specific discussion and comments concentrated on observations from the January 19, 2020 site walk and recommendations to evaluate possible reductions to parking, recommendations for additional conservation easements due to disturbance of important wildlife habitats and important farmland soils and evaluation of historic resources.

Due to the inability for the conservation commission to make an official motion on acceptance of the memorandum due to lack of quorum, the commission members present recommended that the memo be addressed from staff and not the conservation commission. It was agreed that language stating that the memo is from staff “on behalf of the conservation commission” is acceptable language.

b. Continued discussion/schedule for open space parcel inventory and data collection

J. Leifert went over the pre-determined sites for the next set of open space reviews, and updated the members that all of the abutting landowners had been notified of the future site walks. Walks will be organized as the weather improves.


6. Communications:

a. CACIWC Conference Summary – Saturday, Nov 23, 2019

J. Leifert stated that he had not yet obtained copies of the materials. This item will be left on the agenda for the March meeting.

b. Connecticut Wildlife Magazine – November/December 2019 issue
Discussion ensued.

Adjournment: Meeting adjourned at 7:12 PM.



2-18-20

Jeremy Leifert, Asst. City Planner
Staff to Conservation Commission
Cc: City Clerk, Mayor's Office