

Approved: April 6, 2016
Distributed: May 19, 2016

IPSWICH CONSERVATION COMMISSION
Meeting Minutes
March 2, 2016

Pursuant to a written notice posted by the Town Clerk and delivered to all Conservation Commission members, a meeting was held Wednesday, March 2, 2016 at 7:05 p.m. in Room A of the Ipswich Town Hall. Members present were Chairman Jennifer Hughes, Vice-Chair Sissy ffolllott, Commissioners David Standley, Brian O'Neill, Catherine Carney-Feldman and William McDavitt. Also present was Agent Alicia Geilen and Recording Secretary Cathy Miaskiewicz. Absent with prior notice was Michele Hunton.

DEFINITION INDEX:

BVW - Bordering Vegetative Wetland
COC – Certificate of Compliance
CR – Conservation Restriction
DEP - Department of Environmental Protection
EO – Enforcement Order
ICC – Ipswich Conservation Commission
IRWA – Ipswich River Watershed Association
LSCSF – Land Subject to Coastal Storm Flowage
NOI – Notice of Intent
NDZ – No-Disturbance Zone
O & M Plan – Operations and Maintenance Plan: An O&M plan is an indication that a facility is in continued compliance with applicable regulations and permit conditions
OOC – Order of Conditions
ORAD – Order of Resource Area Delineation
RDA – Request for Determination of Applicability (*below is a list of possible outcomes for RDAs*)
 Negative #2 Determination (NDA)– This is an approval for work in in resource areas
 Negative #3 Determination (NDA)– This is an approval for work in in buffer zones
 Negative #5 Determination (NDA) – This is approval for work that meets the requirements of an exception under the WPA
 Negative #6 Determination– This is an approval for work under the Ipswich Wetland Protection Bylaw
 Positive Determination – This is a denial requiring an NOI to be filed should the applicant wish to pursue
RPA - Riverfront Protection Act
SWM – Storm Water Management
WPA – Massachusetts Wetlands Protection Act (310 CMR 10.00 *et seq.*)

Citizen's Queries:

MATTER: Citizen's Querie, John Bruni

DISCUSSION: Present was Mr. John Bruni from 8 County Street regarding repairs to his house. Mr. Bruni stated there is an existing deck off his house near the river and that he wants to put on a new deck with railings.
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[Discussion: cutting trees in NDZ/tree growing into the deck/replacement would be in-kind.] Mr. Bruni asked if he should submit an RDA or an NOI. [Discussion: History of house/tear down and rebuild.] Chairman Hughes stated that the Commission would accept an RDA for the proposed work.
RECOMMENDATION OF AGENT: <i>None</i>
MOTION: ♦ N/A
ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>Research house tear down and rebuild for compliance.</i>
DOCUMENT LIST: <i>None</i>

Ongoing Matters Being Continued to FUTURE Sessions:

MATTER: 36-1273: EBSCO for work at 6 Estes Street shown on Tax Map: 42A Lot: 186 for an after-the-fact NOTICE OF INTENT for parking lot maintenance in jurisdictional areas. <i>Request Continuation to 3/16/16.</i>
DISCUSSION: There was no one present for this matter. The applicant had previously requested continuation.
RECOMMENDATION OF AGENT: <i>To continue to March 16, 2016.</i>
MOTION: ♦ A motion was made by Commissioner Carney-Feldman to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.
ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>None</i>
DOCUMENT LIST: <i>Continuation request</i>

MATTER: 36-1273: EBSCO for work at 6 Estes Street shown on Tax Map: 42A Lot: 186 for an after-the-fact NOTICE OF INTENT for parking lot maintenance in jurisdictional areas. <i>Request Continuation to 3/16/16.</i>
DISCUSSION: There was no one present for this matter. The applicant had previously requested continuation.
RECOMMENDATION OF AGENT: <i>To continue to March 16, 2016.</i>
MOTION: ♦ A motion was made by Commissioner Carney-Feldman to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.
ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>None</i>
DOCUMENT LIST: <i>Continuation request</i>

MATTER: 36-1277: J & K Realty Trust for work at 195, 197 & 199 High Street shown on Tax Map: 21 Lots: 7A, None & 93 for a NOTICE OF INTENT to construct an apartment building addition in jurisdictional areas. <i>Request Continuation to 3/16/16.</i>

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DISCUSSION: There was no one present for this matter. The applicant had previously requested continuation.
RECOMMENDATION OF AGENT: <i>To continue to March 16, 2016.</i>
MOTION: <p style="text-align: center;">◆ A motion was made by Commissioner Carney-Feldman to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
ACTION ITEMS / SPECIAL INSTRUCTIONS: <p style="text-align: center;">❖ <i>None</i></p>
DOCUMENT LIST: <i>Continuation request</i>

MATTER: 36-1284: 79 Labor-in-Vain Road Real Estate Trust for work at 79 Labor-in-Vain Road shown on Tax Map: 43A Lot: 005 for a NOTICE OF INTENT for septic system repair and replacement dug well in jurisdictional areas. <i>Request Continuation to 3/16/16.</i>
DISCUSSION: There was no one present for this matter. The applicant had previously requested continuation.
RECOMMENDATION OF AGENT: <i>To continue to March 16, 2016.</i>
MOTION: <p style="text-align: center;">◆ A motion was made by Commissioner Carney-Feldman to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
ACTION ITEMS / SPECIAL INSTRUCTIONS: <p style="text-align: center;">❖ <i>None</i></p>
DOCUMENT LIST: <i>Continuation request</i>

MATTER: 36-1283: Jean-Jacques Toulotte for work at 94 Labor-in-Vain Road shown on Tax Map: 32 Lot: 004 for a NOTICE OF INTENT for a second floor addition to a single-family dwelling including a small bump out, underground propane storage tank, a force-main to a drain field and drain line in jurisdictional areas. <i>Request Continuation to 3/16/16.</i>
DISCUSSION: There was no one present for this matter. The applicant had previously requested continuation.
RECOMMENDATION OF AGENT: <i>To continue to March 16, 2016.</i>
MOTION: <p style="text-align: center;">◆ A motion was made by Commissioner Carney-Feldman to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
ACTION ITEMS / SPECIAL INSTRUCTIONS: <p style="text-align: center;">❖ <i>None</i></p>
DOCUMENT LIST: <i>Continuation request</i>

New Notices of Intent, Minor Modifications and Formal Amendments:

MATTER: 36-1281: Department of Public Works for work at Linebrook Road (between Washington Street to the east and Newburyport Turnpike [Route 1] to the west, approximately 20,000 linear feet) for a NOTICE
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OF INTENT to evaluate existing water and drainage utilities and replace or improve as necessary, replace water mains between Washington Street and Pine Street, replace drain pipes and culverts in various locations and install additional catch basins in jurisdictional areas.

DISCUSSION: Present was Richard Clarke, DPW Director; Bill Ross, PE and Rachel McCarter of New England Civil Engineering; and Bill Manuel of Wetlands & Land Management, Inc. Mr. Ross began to present the matter. Commissioner Standley noted his concern that the matter could not be heard, since the plans had not been stamped by a Professional Engineer. Chairman Hughes and Commissioner McDavitt stated that they believed the Commission could still hear the matter, but that stamped plans would be needed prior to closing the Public Hearing. Commissioner Standley disagreed.

Mr. Ross discussed the project and presented a PowerPoint presentation. [Discussion: Project goals.] Mr. Ross noted that the existing road width varies greatly, and existing sidewalks are not present in all necessary locations. He also noted problems with street drainage. [Discussion: Problems with standing water, erosion, drainage structures/catch basins.] Mr. Ross stated that the Town plans to address drainage improvements and repair water main first, and then address sidewalks and pavement. [Discussion: catch basins need oil hoods (“snouts”).] Mr. Ross stated that the Bull Brook culvert would be replaced as a separate project, under a separate OOC (DEP File #36-1155). Two other culverts had been proposed for replacement as part of drainage improvements, but now these culverts will not be replaced at this time. Chairman Hughes stated that no approved stream crossing standards analysis was done for Bull Brook crossing. [Discussion: Bull Brook/DPW to research Bull Brook under 36-1155. Commissioner Standley stated that the 100/200’ buffer zones or subzones were not on the plan. He stated there were jurisdictional questions regarding the buffer zones. Mr. Ross stated that many of the areas are not jurisdictional but they were giving them the whole project to see everything involved. Agent Geilen will check the wetland line, with Mr. Manuel if needed, and will also check 134-136 Linebrook Road at “Butternut Lane” a paper street. [Discussion: jurisdiction/water main diameter.] Commissioner Standley asked about stormwater management in Outstanding Resource Waters. Standard 7 does not apply. Mr. Ross read Standard 7. [Discussion: Standards/options/catch basins replaced within this project under ICC/no new outfalls/upgrading choices/mechanical systems/cost factor.] Agent Geilen stated that it appears the Commission would like a formal alternatives analysis for water quality improvements to the catch basin system at Bull Brook. Improvements must be to the maximum extent feasible. Agent Geilen noted that the riprap splash pads are placed in BVW, and therefore the impacts must be quantified and replicated, unless the plans are revised such that splash pads are not in BVW.

Abutter: Margaret MacKinley of Linebrook Road stated that she hoped they don’t make the road narrower in front of her house. She was also concerned with the long sidewalks. Commissioner Standley stated that ICC does not decide sidewalk installation.

Abutter: Dana Andrews of Linebrook Road stated that the area near Butternut Lane, has excess of water coming off Turkey Hill. He stated it was like a river at certain times of the year. He stated that the catch basin fills with sand and plugs it up. Agent Geilen said she would check it out. DPW was familiar with the area. Mr. Ross stated that this problem was being addressed, but that they will look into it further.

Abutter: Matthew Grady of Linebrook Road stated that almost all the houses have sump pumps and wanted to know if any accommodations would be made for the excess water. Chairman Hughes stated that use of sump pumps was not a factor in stormwater management.

RECOMMENDATION OF AGENT:

To continue to March 16, 2016.

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MOTION:

◆ **A motion was made by Vice-Chair Ffolliott to continue to March 16, 2016. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *Applicant to submit plans stamped by a PE.*
- ❖ *Applicant to research Bull Brook culvert approval.*
- ❖ *Applicant to revise Sheet C-4 to state that the project does not include replacing the culvert.*
- ❖ *Applicant to revise all sheets with wetland to include 100 BZ and Riverfront area, as well as mandatory sub-zones, as applicable.*
- ❖ *Applicant to request waivers for work in NBZ/NDZ and for required mitigation for same.*
- ❖ *Applicant to submit an alternatives analysis for water quality improvements at Bull Brook to maximum extent feasible.*
- ❖ *Applicant to revise plans to show Zone Z of drinking water supply.*
- ❖ *Applicant to revise Sheets C-24 and C-32 to eliminate wetland permanent impacts.*
- ❖ *Applicant to revise all sheets with erosion controls, to ensure that they do not allow stormwater to go around the ends.*
- ❖ *Applicant to revise plans details to remove note that contents of erosion controls can be spread around, but must be removed.*
- ❖ *Applicant to revise NOI to accurately communicate wetland impacts.*
- ❖ *Agent Geilen to review all wetland flags and impact areas, and take photos.*

DOCUMENT LIST:

Packet prepared by New England Civil Engineering including: Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled "Linebrook Road Improvement Project" dated February, 2016 and prepared by New England Civil Engineering, Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service and Checklist for Stormwater Report.

MATTER: 36-1282: Field of Diamonds, LLC for work at **vacant land north of 78 Turnpike Road** shown on Tax Map: 27C Lot: 20 (based on current tax map-property has been sub-divided) ANR Lot C for a NOTICE OF INTENT for a proposed O'Reilly Auto Parts retail store, associated site work, drainage facilities and utility infrastructure in jurisdictional areas.

DISCUSSION: Present were Michael Dryden Bohler Engineers and Matthew Darling of New England Retail Properties. Commissioner Standley questioned how this proposal impacts the Tractor Supply stormwater management system. Mr. Dryden stated that easements were to be created, but that it was common ownership now. Chairman Hughes directed Agent Geilen to add a Special Condition to have the applicant provide easement documents prior to construction. Mr. Dryden presented the matter. The property is a grass field, and there will be a shared access at Tractor Supply. Chairman Hughes asked when the resource areas was delineated. Mr. Dryden noted that it was in 2014. Agent Geilen was asked to check if an ORAD was issued or if the line was approved under the NOI for Tractor Supply; and determine if the line still valid. Commissioner Standley asked about the MassDOT pipe that crosses the lot. He asked the applicant to check piping for loading weight, as well as to look into history of pipe, and determine if there is a drainage easement for the pipe. Mr. Dryden noted the project matter is also before the Planning Board, and stormwater calculations are out for peer review. [Discussion: alternatives analysis for Riverfront/variance/structures in NBZ/mitigation plan.] Chairman Hughes stated that NDZ markers must be added to the plan. Agent Geilen asked about snow storage. Mr. Dryden described the limited area for snow storage. Chairman Hughes stated there should be a Special Condition that once the area for snow is exceeded then move off site, and add "no snow stock piling" signs. Agent Geilen recommended they revise the plan to show snow storage. A requirement to clean out of the swale in spring to remove any debris from snow storage should be added to the O&M Plan. [Discussion: add flared end section to plan/site demolition plan/existing rip rap/wetland flags to be refreshed.]

RECOMMENDATION OF AGENT:

To continue to April 6, 2016 for stormwater peer review, for a delineation review, and for additional information related to snow storage, and the mitigation area.

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MOTION:

◆ **A motion was made by Commissioner Standley to continue to April 6, 2016. The motion was seconded by Vice-Chair ffolliott and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *Agent Geilen to include Special Condition to have the applicant provide easement documents prior to construction, and to haul excess snow offsite for proper disposal.*
- ❖ *Agent Geilen to determine if the wetland line is still valid.*
- ❖ *Applicant to revise the plan to show snow storage; add a requirement to the O&M Plan to clean out of the swale in spring to remove any debris from snow storage, and post "no snow stockpiling" signs.*
- ❖ *Applicant to check into MassDOT drainage pipe (loading, easements, history)*
- ❖ *Applicant to revise the plan to show NDZ markers.*

DOCUMENT LIST:

Packet prepared by Bohler Engineering dated 2/17/16, including: Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled "Site Development Plans" dated 2/17/16, and prepared by Bohler Engineering, Drainage Report dated 2/17/16 and prepared by Bohler Engineering, Legal Ad and Locus Map, Notification of Abutters, Abutters List and Affidavit of Service.

MATTER: 36- 1285: S&K Homes, LLC for work at 18 Willowdale Circle shown on Tax Map: 26 Lot: 044 for a NOTICE OF INTENT to construct a single family home in jurisdictional areas.

DISCUSSION: Present was Gerry McDonald from L.H. Graham associates representing the developer to construct a single family home in jurisdictional areas. Agent Geilen stated the applicant needs to pay for wetland line review. Agent Geilen stated that she or Inspector Decie will review the wetland flags. Agent Geilen noted that there is no deck shown, and there is no room for one outside of the NBZ. She hoped the new owners would understand this. Commissioner Carney-Feldman was concerned with lack of space for much of a back yard. [Discussion: cluster subdivision/Commission will not grant waiver of the NDZ/NBZ for a new subdivision.] Chairman Hughes noted that the owner must understand that nothing can be in NBZ: no deck, no shed, nothing; only grass. Agent Geilen stated that the site was not staked and house was not staked, so this needs to be done. Chairman Hughes recommended making it a condition for a foundation plan with distance to the wetland, staked and confirmed in the field at pre-construction meeting. Commissioner Standley asked about the septic plans and stated they should note that the discharge is to a community facility. Agent Geilen stated that the foundation drain needed a waiver or should be taken off the plan. Chairman Hughes reiterated that the plan needs to show everything they plan to do including fencing and monumentation.

RECOMMENDATION OF AGENT:

To continue to March 16, 2016.

MOTION:

◆ **A motion was made by Commissioner Standley to continue to March 16, 2016. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ *Agent Geilen to include a Special Condition that an as-built foundation plan to be submitted prior to constructing the house.*
- ❖ *Applicant to pay for wetland line review.*
- ❖ *Agent Geilen or Inspector Decie to review wetland line flags.*
- ❖ *Applicant to submit revised plan with foundation drain removed or request a waiver for work in the NBZ and provide mitigation.*
- ❖ *Applicant to revise plans to show 2 granite NDZ markers and split rail fence along NDZ.*

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DOCUMENT LIST:

Packet prepared by H.L. Graham Associates, Inc. dated 2/16/16, including: Mandatory Pre-filing Checklist, WPA Form 3 Notice of Intent Application, NOI Wetland Fee Transmittal Form, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Plan entitled "Plan to Accompany a Notice of Intent" dated 2/5/16, and prepared by H.L. Graham Associates, Inc., Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service.

MATTER: 36-1214: Deirdre Pirie, 259 Argilla Road; Minor Modification to alter path of Salt Marsh boardwalk and reduce size of structure.

DISCUSSION: Present was Bob Weatherall of Weatherall Design and Mike DeRosa of DeRosa Environmental, Inc. Mr. Weatherall stated that the approved boardwalk location must cross a very wide creek. He believes that it is better for the Salt Marsh to relocate the boardwalk location to avoid this crossing, as well as man-made ditches in the area. Chairman Hughes stated that all parts of the old structure should be removed when the new boardwalk is constructed. Agent Geilen stated that she will condition the Minor Modification that all old structures need to be removed.

RECOMMENDATION OF AGENT:

To approve the Minor Modification.

MOTION:

◆ **A motion was made by Commissioner Carney-Feldman to approve and issue the minor modification with prior existing structures to be removed. The motion was seconded by Commissioner McDavitt and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None*

DOCUMENT LIST:

Request for Minor Modification Letter dated 2/23/16, and prepared by Weatherall Design, Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Marked-up Proposed Site Plan Changes prepared by Weatherall Design dated 11/14/13.

MATTER: 36-1210: George and Tammy Sullivan for a project at **82 Labor in Vain Road** shown on Tax Map 32, Lot 5 for a FORMAL AMENDMENT to an existing Order-of-Conditions, DEP File #36-1210 to include reconstruction in lieu of rehabilitation of the previously approved boat house with a second floor addition, structural support and electricity.

DISCUSSION: Present was Mike DeRosa of DeRosa Environmental, Inc. and Attorney Richard (Chip) Nylen. Mr. DeRosa presented the matter. He stated that the abutters had been notified. He showed the footprint of the former boat house with square footage and location of the new footprint. Chairman Hughes stated that they need to see an overlay of the two footprints (previous and existing), and the distances to resource areas. Agent Geilen reiterated that they need resource areas on the new approved plan. Mr. DeRosa stated that it was on the old plan. Agent Geilen stated that it still needed to be on the new plan. Attorney Nylen stated that the resource areas were the same. Agent Geilen stated that they still have to be shown on the new plan. Mr. DeRosa stated that Meridian would have to go back and add that in. [Discussion: abutter Mr. Foster concerned with vegetation removal/restoration plan/monitoring report under current OOC/submit that report.] Agent Geilen noted that there is a requirement for a monitoring report for the restoration/mitigation work that had not been submitted as required. Once that is submitted, it may answer Mr. Foster's questions.

RECOMMENDATION OF AGENT:

None

MOTION:

◆ **A motion was made by Commissioner Standley to continue to March 16, 2016. The motion was seconded by Commissioner McDavitt and passed unanimously.**

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ACTION ITEMS / SPECIAL INSTRUCTIONS:

- ❖ Applicant to submit a revised plan that shows the proposed plan overlaid on what was there before with all the resource areas.
- ❖ Applicant to submit monitoring report for restoration/mitigation work

DOCUMENT LIST:

Request for After-the-fact Formal Amendment dated 2/18/16, and prepared by DeRosa Environmental Inc., Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Proposed Site Plan Changes entitled "Plot Plan of Land" dated 2/11/16, and prepared by Meridian Associates, Inc., Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service, Powerpoint presentation entitled "Amendment to OOC Rehabilitation of Boat House" and Plan entitled "Boardwalk Restoration Plan of Land" dated 7/14/14 and prepared by Meridian Associates, Inc.

MATTER: 36-1250: John Davis for a project at **62 North Ridge Road** shown on Tax Map 15A, Lot 9 for a FORMAL AMENDMENT to an existing Order-of-Conditions, DEP File #36-1250 to request Special Condition 22C, referring to "No additional structures.." be removed for the purpose of installing an infiltration system.

DISCUSSION: Present was Larry Graham of H.L. Graham Associates and John Davis. Agent Geilen read "Special Condition 22C"; the only condition that would change. Chairman Hughes stated that they could add a finding about why the order was amended, and that the words, "and associated pipes" be to the amended Special Condition.

RECOMMENDATION OF AGENT:

To grant the Formal Amendment.

MOTION:

- ◆ A motion was made by Commissioner Standley to approve as amended the Formal Amendment. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖

DOCUMENT LIST:

Request for Formal Amendment Letter dated 2/17/16, and prepared by Graham Associates, Inc., Ipswich Wetlands Protection By-law Filing Fee Calculation Worksheet, Proposed Site Plan Changes entitled "Permit Plan" dated 2/17/16, and prepared by Graham Associates, Inc., Legal Ad and Locus Map, Notification of Abutters, Abutters List, Affidavit of Service.

Ongoing Notices of Intent, Minor Modifications and Formal Amendments:

MATTER: 36-1276: John D. Davis for work at **62 North Ridge Road** shown on **Tax Map: 15A Lot: 009** for a **NOTICE OF INTENT to raze and reconstruct a single-family home, driveway, garage, site work, grading and drainage** in jurisdictional areas. *Continued from 2/3/16.*

DISCUSSION: Present was Larry Graham of H.L. Graham Associates and John Davis. Revised plans had been submitted for Sheets 2 and 3. Waivers were requested. Agent Geilen stated all required information was submitted, but that they needed an O&M Plan for the stormwater management system.

RECOMMENDATION OF AGENT:

To close the public hearing and issue a Positive OOC with standard Special Conditions, which references 36-1250 and hold for receipt of O&M Plan.

MOTION:

- ◆ A motion was made by Commissioner Standley to close the public hearing. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.
- ◆ A motion was made by Commissioner Carney-Feldman to approve the waivers as requested. The motion was seconded by Vice-Chair ffolliott and passed unanimously.

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<p>◆ A motion was made by Commissioner Standley to issue a Positive OOC as drafted by the Agent. The motion was seconded by Commissioner McDavitt and passed unanimously.</p>
<p>ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>None</i></p>
<p>DOCUMENT LIST: <i>Revised plans of Sheet 2 and 3, Letter dated 2/3/16, prepared by Graham Associates, Inc. (including waiver request), corrected filing fee form and partial copy of Sheet 2, superimposed.</i></p>
<p>MATTER: 36-1280: The 10 Market Street Trust for work at 10 Market Street shown on Tax Map: 42A Lot: 178 for a NOTICE OF INTENT to build an addition to a house, elevator and stairs in jurisdictional areas. <i>Continued from 2/17/16.</i></p>
<p>DISCUSSION: Present was Larry Graham of H.L. Graham Associates. Mr. graham discussed the plan revisions. A note was added to the plan to list area LSCSF on the property. A note was added to the plan regarding cleaning of catch basins at 12 Market Street, which would be added as a Special Condition. Mr. Graham had no objection to a condition for annual cleanings, for as long as the properties were in common ownership. A note was added that infiltration chamber units to be cleaned. Mr. Graham filed a COC for 12 Market Street for work not done. Chairman Hughes recommended they put something in OOC that alerts a person that it used to be one lot. Chairman Hughes noted that an O&M Plan must to be submitted prior to release of OOC.</p>
<p>RECOMMENDATION OF AGENT: <i>None</i></p>
<p>MOTION: ◆ A motion was made by Commissioner Standley to continue to March 16, 2016. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</p>
<p>ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>None</i></p>
<p>DOCUMENT LIST: <i>Letter dated 2/24/16 from Graham Associates, Inc. and revised "Permit Plan" dated 2/24/16, and prepared by Graham Associates, Inc.</i></p>

Enforcement Matters:

<p>MATTER: Update: 77 Old Right Road, Pisciotta/Opolski, enforcement matter for unauthorized cutting of trees.</p>
<p>DISCUSSION: There was no one present for this matter. Agent Geilen stated that Inspector Decie counted ten trees that were cut down and some had fallen over and twelve new trees were planted in-kind. As such, all cut trees have been replaced. Inspector Decie felt that the mitigation had been done. Chairman Hughes stated that monitoring of the new trees should be done to ensure they all survive. She also stated that the owners post the NDZ on their property. Chairman Hughes directed Agent Geilen to reissue the EO to require monitoring for 2 years in Spring and Fall, and if the entire NDZ isn't required to be monumented under the OOC, to add more NDZ monuments.</p>
<p>RECOMMENDATION OF AGENT: <i>None</i></p>
<p>MOTION: ◆ A motion was made by Commissioner Standley to revise the EO as discussed. The motion was seconded by Commissioner Carney-Feldman and passed unanimously.</p>
<p>ACTION ITEMS / SPECIAL INSTRUCTIONS: ❖ <i>None</i></p>

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DOCUMENT LIST:*None***MATTER: 37 Plains Road, New EO**

DISCUSSION: There was no one present for this matter. There had been cutting of trees in the buffer zone. Trees need to be replaced in-kind and monumentation added.

RECOMMENDATION OF AGENT:*None***MOTION:**

◆ **A motion was made by Commissioner Standley to issue the EO as described. The motion was seconded by Commissioner McDavitt and passed unanimously.**

ACTION ITEMS / SPECIAL INSTRUCTIONS:

❖ *None*

DOCUMENT LIST:*None***Other Business:**

Agent Geilen presented a new form that she had drafted. Commissioner Standley looked at it but Chairman Hughes needed to review it. Agent Geilen will put it on the agenda for the next meeting.

Document List: Draft Small Project Form

Tabled Matters and Discussion Items:

Interim Reports of Special Project Subcommittees: None

Backlog Work: Update and Action Items - Unrecorded OOCs: None

Approval of Minutes: 2/3/16 & 2/17/16

◆ **A motion was made by Commissioner Carney-Feldman to approve the minutes of February 3, 2016 and February 17, 2016 as reviewed and amended. The motion was seconded by Commissioner McDavitt and passed unanimously.**

Document List: Draft Minutes of 2/3/16 and 2/17/16

Document Signage: (No Vote Required)**Adjournment:**

◆ **A motion was made by Commissioner Standley to adjourn at 10:07 p.m. The motion was seconded by Commissioner McDavitt and passed unanimously.**

Respectfully submitted,



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Cathy Miaskiewicz
Recording Secretary

These minutes are the summary of a taped meeting and of secretarial notes. As such, the Ipswich Conservation Commission reserves the right to supplement these minutes with tapes and vice versa, to reflect the proceedings. The Ipswich Conservation Commission does not guarantee the quality of the tapes, nor does it exclusively rely upon them.