

***Topsfield Conservation Commission
Minutes of Meeting January 9, 2019***
Topsfield Library Conference Room

Present: Cheryl Jolley, Chair; Dodds Shamroth, Vice Chair; Jennifer DiCarlo, Holger Luther, Heidi Gaffney, Administrator, and Theresa Coffey, Recording Secretary

Other Attendees:

Name	Address	Agenda Item
Anne Clifton-Stoops	12 Sleepy Hollow Road	12 Sleepy Hollow Road
Mike DeRosa	DeRosa Environmental	12 Sleepy Hollow Road
Dick Gandt	31 Timber Lane	
Nick Betts		

Jolley called the meeting to order at 7:01 p.m. with a quorum present.

HEARINGS:

NoI 307-0770: 12 Sleepy Hollow Road (Map 71, Lot 001), DeRosa Environmental Consulting, Inc./Stoops – addition to house, deck, pool, parking area, retaining wall.

Luther read the legal notice and proof of abutter notice was submitted.

Mike DeRosa, DeRosa Environmental Consulting, Inc. and the applicant, Ann Stoops, were present and provided an overview of the details of the proposed project. The proposal includes the addition of a plunge pool, a 605 sq. ft. addition to the house, and the repair of an existing deck. The retaining wall is already in place. The wetland delineation was reviewed by Gaffney in October 2018 and the revised flags shown on the plan reflect the changes made to flags A10 & A11 during the review. A waiver was requested for the delineation review done outside of the review period.

Gaffney discussed that the line shown labeled “state riverfront area zone” is incorrect and should be removed since this stream is shown as intermittent on the USGS.

Discussion ensued regarding the Riverfront Area, as this stream is shown as intermittent on the USGS but is considered Riverfront Area under the Bylaw, thus Riverfront regulations apply.

DeRosa described the property and pointed to the lawn area going into the wetland area. The proposal includes a plan to replace some of the lawn with native plantings to provide mitigation for work in the Buffer Zone and Riverfront Area. Alternative locations for the plunge pool were discussed. The TCC agreed that the pool could stay in the proposed location because the whole site is within the jurisdictional area and the mitigation plan is more than required. Dewatering of the plunge pool was discussed and should be conditioned.

The home addition of 605 sq. ft. was briefly discussed. If the septic system needs modification, a separate application will be filed.

The TCC requested that the following items be removed, added and/or modified on the plan: 1) add the roof runoff drywell as required for stormwater under the Bylaw; 2) removal of line and label that says "state riverfront area zone"; and 3) fix the text of the intermittent stream label to clarify where the intermittent stream is.

Luther moved to close the hearing for NoI 307-0770. DiCarlo seconded. The vote was unanimous in favor.

Luther moved to grant a waiver as requested for the delineation review outside of the delineation review period due to low probability of error. DiCarlo seconded. The vote was unanimous in favor.

Luther moved to approve the plan as presented titled "Proposed Plot Plan 12 Sleepy Hollow Road, Topsfield, MA" dated November 1, 2018. The plan is subject to the following three revisions: indication of roof drains, removal of state statutory Riverfront Zone, and clarification of the intermittent stream. DiCarlo seconded. The vote was unanimous in favor.

REQUESTS:

Continuation CoC 307-0688: 78 Alderbrook Drive (Map 68, Lot 023), Montana Development LLC/Hayes Engineering

Gaffney has been informed by the engineer that the stormwater retention area has been dug out and she anticipates a final plan will be submitted next week.

CoC 307-0762: Donibristle Reservation, Rowley Bridge Road (Map 75, Lot 023), Essex County Greenbelt/Rimmer

Gaffney presented the as-built sketch submitted by ECG. The evergreens have been installed but the native plantings required by the TCC were missed and will need to be planted in the spring. This matter will be tabled until then.

MEETING MINUTES:

November 28, 2018 – Edits were suggested. Item tabled until the next meeting.

December 12, 2018 – *Luther moved to accept the minutes of the meeting held on December 12, 2018. DiCarlo seconded. The vote was 3 in favor, 1 abstain (Jolley).*

ADMINISTRATOR'S REPORT:

Update on current violations

- 117 Perkins Row – Tree cutting was stopped. An RDA was submitted for the next agenda for work partially after-the-fact and asks for additional work.
- 81 Washington St – Homeowner did work unaware that a permit was needed. An after-the-fact RDA which will be on the next agenda.
- Meredith Farm – A brief discussion was held on the permitting of various projects and request received for extensive invasive removal at Meredith Farm. The commission discussed that the Audubon has submitted a NOI for invasive removal in the past.

OTHER

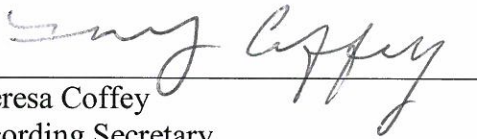
Potential new commission member - Nick Betts discussed his interest in joining the TCC and described his background in landscape architecture and his current work with an environmental company.

ADJOURNMENT:

Luther moved to adjourn. DiCarlo seconded. The vote was unanimous in favor. The meeting was adjourned at 8:02 pm.

The next meeting will be held January 23, 2019 at 7:00 pm, Topsfield Library Meeting Room.

Respectfully submitted,


Theresa Coffey
Recording Secretary

Minutes approved at the TCC meeting on 2/13/2019

Pursuant to the 'Open Meeting Law,' G.L. 39, § 23B, the approval of these minutes by the Commission constitutes a certification of the date, time and place of the meeting, the members present and absent, and the actions taken at the meeting. Any other description of statements made by any person, or the summary of the discussion of any matter, is included for the purpose of context only, and no certification, express or implied, is made by the Commission as to the completeness or accuracy of such statements.

Documents used at or for the meeting:

NoI 307-0770: 12 Sleepy Hollow Road

Notice of Intent Application with multiple attachments

“Proposed Plan 12 Sleepy Hollow Road, Topsfield, MA” dated November 1, 2018,
prepared by LeBlanc Survey Associates, Inc.

CoC 307-0762: Donibristle Reservation, Rowley Bridge Road

Request for Certificate of Compliance
As-Built Plan dated December 2018

Draft Meeting Minutes of November 28, 2018 and December 12, 2018