

Original

RECEIVED  
11:40 a.m.  
AUG 17 2023  
TOWN CLERK, NORFOLK CT

TOWN OF NORFOLK  
WETLANDS AGENCY  
19 Maple Ave., P.O. Box #552  
Norfolk, CT 06058-0552  
860-542-6804 mhalioran@norfolkct.org

Permit# 23-021  
Fee Paid \$  
CT State Fee \$  
Check #  
Date Paid

**INLAND WETLANDS APPLICATION**

Recognizing that inland wetlands and watercourses are an indispensable, irreplaceable and fragile natural resource, the Inland Wetlands and Watercourses Act regulates activities in wetlands to provide for their preservation and protection.

This application is required pursuant to Statutes 22a-36 and 22a-45 of the Connecticut General Statutes. Applications received pursuant to the above statute do not relieve the applicant of his/her responsibility for making applications to other local, State or Federal agencies. This includes any approval required by the Connecticut Dept. of Energy & Environmental Protection and the U.S. Army Corps of Engineers. Obtaining such assents, permits, or licenses is the sole responsibility of the applicant.

Location of Property: 14 + 20 Shepard Road

Assessor's MBLU: 7-12/151 Zone: VB

Applicant's Name: Alfred Benesch & Company

Address: 120 Hebron Avenue, 2nd Floor, Glastonbury, Connecticut 06033

Telephone: 860-633-8341 FAX: \_\_\_\_\_

email: WWalter@benesch.com

Property Owner of Record: Town of Norfolk

Address: PO Box 592, Norfolk, Connecticut 06058-1124

Telephone: 860-542-5679 FAX: \_\_\_\_\_

email: webmaster@norfolkct.org

Contractor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_

email: \_\_\_\_\_

Proposed Activity: Redevelopment of Norfolk firehouse

Application must include one original application (with original signatures) and seven (7) copies of pages 1-3 which will include:

1. A map showing the proposed project's location on the property, including existing structures, driveways, streams, rivers, culverts or other bodies of water and any other significant property features.
2. A brief narrative describing the proposed project including:
  - Quantity of material to be removed and/or deposited and to where it will be removed or stored on the property,
  - Estimated duration of project including time when project will begin and end,
  - Location and description of erosion control measures and other relevant information. (i.e. silt fences, hay bales, etc.)
3. Fee payable to the Town of Norfolk,
4. State of Connecticut DEEP Activity Reporting Form.
5. A copy of the Assessor's card for project property.
6. A list of current abutting property owners and addresses.

As the applicant, I signify that I understand the application materials and procedures and that I have completed this application truthfully and to the best of my ability. I also understand that an incomplete application may be denied and that a permit obtained through inaccurate or misleading information, or through any deception, will be revoked.

I also authorize the members of the Agency and its designated agent(s) to inspect the property involved at reasonable times, with or without notice, both before and after a permit has been issued and throughout the duration of the project.

<u>Matthew Kuska, Town of Norfolk</u>	<u>31-JUL-23</u>
Applicant's Signature	Date
<u>Will [Signature]</u>	<u>7/31/23</u>
Owner's Signature	Date

UPON RECEIPT OF THIS APPLICATION BY THE INLAND WETLANDS OFFICER, IT WILL BE DETERMINED WHETHER THE PROPOSED ACTIVITY IS INSIGNIFICANT, REQUIRING AGENT APPROVAL ONLY OR, IF A SIGNIFICANT ACTIVITY, REQUIRES AGENCY APPROVAL AND/OR A PUBLIC HEARING.

IF AGENCY APPROVAL IS NECESSARY, AT THE SOLE DISCRETION OF THE INLAND WETLANDS OFFICER, ADDITIONAL INFORMATION, COPIES AND FEES WILL BE REQUIRED.

Address of Site: 149 20 SHEPARD / 7-12/151 Application # \_\_\_\_\_

STANDARD CONDITIONS:

1. The Permittee shall notify Mike Halloran at 860-542-6804 immediately upon the commencement of work and upon its completion or a Notice of Violation will be issued.
2. If the authorized activity is not completed within five years from the issuance date of permit, said activity shall cease and, if not previously revoked or specifically renewed or extended, this permit shall be null and void. Any request to renew or extend the expiration date of a permit should be filed in accordance with the Inland Wetlands Regulations of the Town of Norfolk. Expired permits may not be renewed and the Inland Wetlands Commission may require a new application for regulated activities.
3. All work and all regulated activities conducted pursuant to this authorization shall be consistent with the terms and conditions of this permit. Any structures, excavation, fill, obstructions, encroachments or regulated activities not specifically identified and authorized herein shall constitute a violation of this permit and may result in its modification, suspension or revocation.
4. This authorization is not transferable without the written consent of the Inland Wetlands Commission.
5. In evaluating this application, the Inland Wetlands Commission has relied on information provided by this applicant. If such information is subsequently proved to be false, incomplete, or misleading, this permit may be modified, suspended, or revoked and the Permittee may be subject to any other remedies or penalties provided by law.
6. The Permittee shall employ the best management practices, consistent with the terms and conditions of this permit, to control storm water discharges and to prevent erosion and sedimentation and to otherwise prevent pollution of wetlands or watercourses. For information and technical assistance, contact the Wetlands Enforcement Officer. The Permittee shall immediately inform the Commission of any problems involving the wetlands or watercourses that have developed in the course of, or that are caused by, the authorized work.
7. No equipment or material including without limitation, fill construction materials, or debris, shall be deposited, placed or stored in any wetland or watercourse on or off site unless specifically authorized by this permit.
8. This permit is subject to and does not derogate any rights or powers of the Town of Norfolk, conveys no property rights or exclusive privileges, and is subject to all public and private rights to all applicable federal, state and local laws. In conducting and maintaining any activities authorized herein, the Permittee may not cause pollution, impairment, or destruction of the inland wetlands and watercourses of Norfolk.
9. If the activity authorized by the inland wetlands permit involves activity that requires zoning, subdivision approval, special permit, variance, building permits, driveway permits or special exceptions, no work pursuant to the wetlands permit may begin until such approval and/or notice is obtained.

10. The Permittee shall maintain sediment and erosion controls at the site in such an operable conditions as to prevent the pollution of wetlands and watercourses. Said controls are to be inspected by the Permittee for deficiencies at least once per week and immediately after rains. The Permittee shall correct any such deficiencies within 24 hours of said deficiency being found. The Permittee shall maintain such control measures until all areas of disturbed soils at the site are stabilized.

11. The Permittee, Contractor and/or Owner shall conduct all operations at the site in full compliance with this permit, to the extent provided by law, may be held liable for any violations of the terms and conditions of this permit and are responsible for any violation they may be created.

12. Wetland flagging to stay in place during the construction process. Missing flags to be replaced upon the Wetlands Agent's require if required for inspection or enforcement.

13. Cash Erosion and Sedimentation control bond of \$ \_\_\_\_\_ be submitted to the Inland Wetlands Office before construction begins.

Mattias Kusin, Town of Norfolk  
Signature of Applicant

31-Jul-23  
Date

**FOR IWWA USE ONLY**

Date Application Submitted: 8/1/23

Received by: MJT Date: 8/1/23

\_\_\_\_\_ This application for insignificant Inland Wetlands activity has been approved subject to the following minimum conditions:

\_\_\_\_\_  
\_\_\_\_\_

Bond required: \_\_\_\_\_ Yes \_\_\_\_\_ No Amount: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

.....  
 This application will require Agency Approval and/or a Public Hearing.

Public Hearing scheduled for 9/5/23 2<sup>00</sup> Date: 8/8/23

Date of Public Hearing: \_\_\_\_\_

Legal Notice Posted: \_\_\_\_\_ Date of Publication: \_\_\_\_\_

Town of Norfolk  
Inland Wetlands Agency  
Norfolk Town Hall  
P.O. Box #552, 19 Maple Ave., 2nd Floor  
Norfolk, CT 06058-0552  
(860) 542-6804 mhalloran@norfolkct.org

August 17, 2023

Matt Riiska  
Town of Norfolk  
PO Box 552  
Norfolk, CT 06058

RE: Notice of Wetlands Hearing  
23-021 Redevelopment of Norfolk Firehouse

Dear Matt:

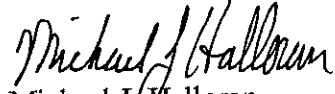
Please be advised that a Public Hearing will be held on Tuesday September 5, 2023 at 7:15 pm to consider the above application.

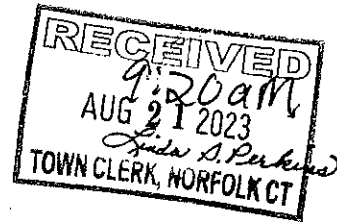
Enclosed please find the legal notice pertaining to this hearing.

You are required to mail a copy of this notice to all adjacent property owners no less than 15 days prior to this hearing, by certificate of mailing. Copies of the mailing receipts and any return receipts received must be presented at the start of the hearing.

Please feel free to contact me with any questions.

Sincerely,

  
Michael J. Halloran  
Land Use Office



TOWN OF NORFOLK  
INLAND WETLANDS AGENCY

LEGAL NOTICE

Notice is hereby given that a Hearing will be held at the Norfolk Town Hall on Tuesday September 5, 2023, at 7:15 pm, to consider the following:

Application #23-021 for a wetland's approval from the applicant, The Town of Norfolk for the redevelopment of the Norfolk Firehouse located at 14-20 Shepard Road (Parcel 7-12/151), and town owned land to the west (City Meadow, Parcel 7-12/152) including work in the wetlands and in the upland review area.

At this hearing, interested parties may appear and be heard and written communication will be received. A copy of the application is on file in the Town Clerks office.

Dated this 17th day of August, 2023 at Norfolk, CT.

Hartley Mead, Chairman



**Martin Brogie, Inc.**  
ENVIRONMENTAL SERVICES

- Environmental Site Investigations
- Building Contaminant Surveys
- Wetlands Consulting
- Remediation Contract Management

August 4, 2023

Will Walter, PE  
Civil/Site Group Manager | Senior Associate  
Alfred Benesch & Company  
120 Hebron Avenue - 2<sup>nd</sup> Floor  
Glastonbury, CT  
06033

RE: Wetland Delineation Report  
Town of Norfolk  
Volunteer Fire Department Facility  
Shepard Road  
Norfolk, CT

Dear Will:

Martin Brogie, Inc. (MBI) is pleased to submit the following information regarding a wetland delineation performed for the above referenced property on September 13, 2021. The work was completed to evaluate the presence and extent of wetlands and watercourses on the property for the purpose of assessing the potential wetland impacts associated with proposed site improvements to existing conditions.

**Site Description**

The subject property consists of a Volunteer Firefighters Facility including a firehouse, exterior storage areas including a shed and an above-ground fuel tank, paved parking and driveways, grassed lawn and

28 Arbor Lane  
Madison, CT 06443

[martinbrogieinc@gmail.com](mailto:martinbrogieinc@gmail.com)  
860-208-0360

landscaping. An undeveloped, lightly wooded/shrub wetland area abuts the site to the south and drains westward to a man-made pond. An auto repair/sales facility is located adjacent to the east and residences are located across the street to the north. A wetland and watercourse are located adjacent to the west and lead to a culvert that passes below the adjacent roadway.

#### **Wetland Delineation**

On September 13, 2021, MBI's Soil Scientist Martin Brogie, LEP reported to the site to assess the presence of wetlands and watercourses/intermittent watercourses in accordance with the definitions provided in Connecticut General Statutes Section 22a-38 definitions (15) and (16) including: soil types designated as poorly drained, very poorly drained, alluvial, and floodplain by the National Cooperative Soils Survey; and, rivers, streams, brooks, waterways, lakes, ponds, marshes, swamps, bogs and all other bodies of water, natural or artificial, vernal or intermittent. In addition, intermittent watercourses defined as having a permanent channel and bank and the occurrence of two or more of the following characteristics: evidence of scour or deposits of recent alluvium or detritus; the presence of standing or flowing water for a duration longer than a storm incident; and/or the presence of hydrophytic vegetation were delineated.

MBI accessed the property via Shepard Road and proceeded to the grassed area behind the Firehouse and the southeast property corner. This area of the site exhibited saturated soils, wetland shrubs along the perimeter of the grass and poorly drained (low chroma soils) within 20-inches of the surface. Topographically, this area was higher in elevation than the firehouse and the remainder of the site indicating likely, poorly drained conditions downslope. Proceeding along the eastern property boundary, a grassed drainage ditch was observed paralleling the property boundary and pitched toward the south, directed in to the adjacent wetlands. The ditch was designed to capture overland flows and direct them away from the developed portion of the site.

The wetland delineation commenced with flag WF#1 placed along the upgradient/east side of the ditch to the end. The line then bent generally eastward in to the grassed area northwest of the firehouse alongside a catch basin with a French drain extending northward along the east side of the Firehouse. The upslope ditch, yard basin and French drain all indicate efforts to control near surface and surface flows as a result of shallow groundwater. These conditions and observations were consistent with the findings of poorly drained soil throughout the grassed area south of the Firehouse.

The wetland line extended southward along the edge of pavement to the vegetated wetland along the southern property perimeter and then westward along filled land associated with the shed/storage area. The wetland line then looped back toward the north along the west side of the pavement and the adjacent wetland/watercourse feature to the west, terminating at the roadway culvert.

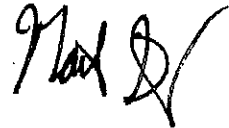
The majority of the wetlands delineated by the Firehouse were highly disturbed, drained and filled, although the soils remain poorly drained and thus, Connecticut Regulated Wetlands.



**Wetlands Delineation Report**  
**Norfolk Firehouse -**  
**August 4, 2023**

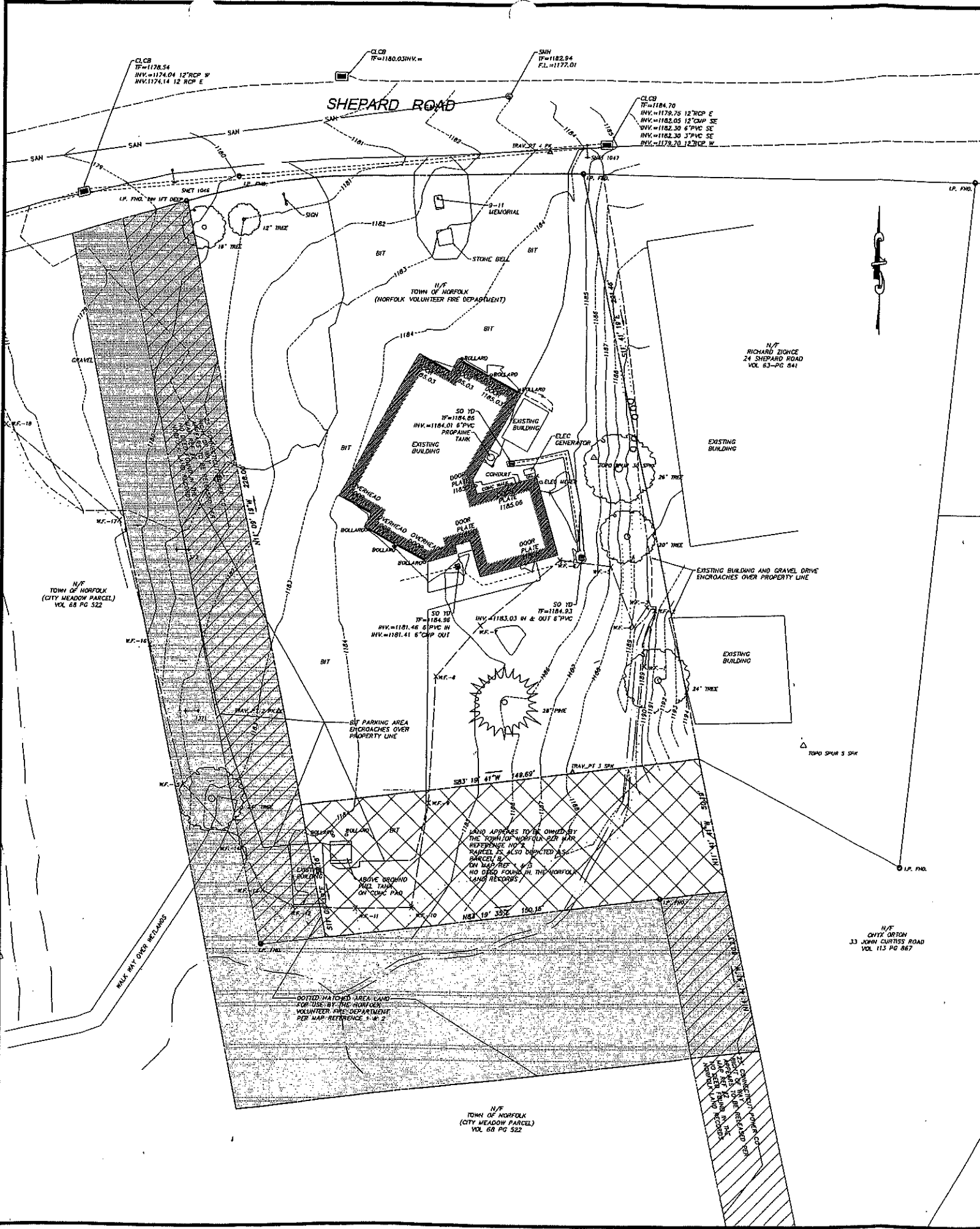
Please contact the undersigned at 860-208-0360 if you have any questions or require further information. Thank you for the opportunity to be of service.

Sincerely,

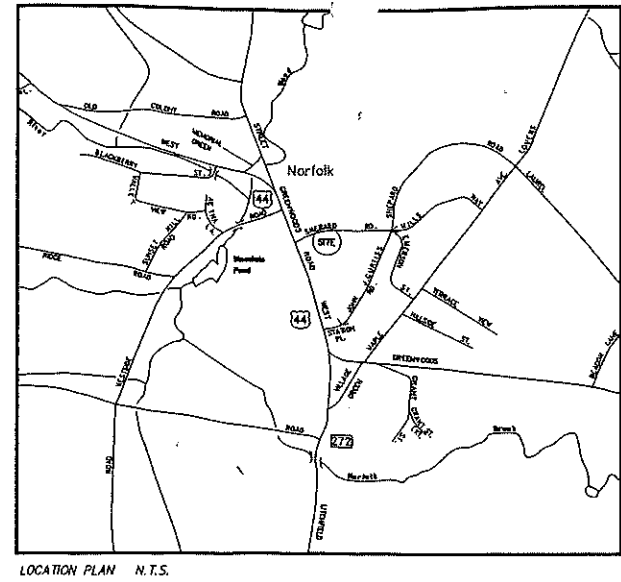
A handwritten signature in black ink, appearing to read "Martin Brogie".

Martin Brogie, LEP  
Soil Scientist

PAPER SPACE LAYOUT NAME  
 DWG NUMBER  
 LAYER MANAGER NAME  
 PLOT TABLE SET



- MAP REFERENCES**
- MAP OF LAND THE TOWN OF NORFOLK "CITY MEADOWS PARCEL" VOL 68 PG 525-529 FRONTING ON U.S. ROUTE 44, SHEPARD ROAD & JOHN CURTISS ROAD, NORFOLK, CONN. SCALE 1"=40 FEET DATE OCT 19, 1987 BY DR. GEORGE D. ADOLTE (MAP 1033)
  - MAP OF LAND THE TOWN OF NORFOLK "CITY MEADOWS PARCEL" VOL 68 PG 525-529 FRONTING ON U.S. ROUTE 44, SHEPARD ROAD & JOHN CURTISS ROAD, NORFOLK, CONN. SCALE 1"=40 FEET DATE FEB. 3, 1988 BY DR. GEORGE D. ADOLTE (MAP 1040)
  - SHEPARD ROAD SUBSTA SITE & RIGHT OF WAY PROPERTY PURCHASE & P.W. NORFOLK, CONN. ANTONIO BISSACCARDI THE CONNECTICUT POWER COMPANY ENGINEERING DIVISION SCALE 1"=40' DATE 8-15-53 ES3155-0 (MAP 120)
  - RESUBDIVISION LOT 1 PREPARED FOR CLIFFORD DAVIS SHEPARD RD & JOHN CURTISS ROAD NORFOLK, CT DATE 3/14/86 SCALE 1"=20' BY ORCARA LAND SURVEYING SERVICES
  - TWO LOT SUBDIVISION PREPARED FOR ANITA C. BROWNE AND PAULINE C. MILLARD SHEPARD ROAD AND JOHN CURTISS ROAD NORFOLK, CONNECTICUT SCALE 1"=80' SEPTEMBER 12, 1983 ZONED RETAIL BY SAMUEL P. BERACCHI RLS
  - MAP PREPARED FOR ROGER AND DONNA COLES N.L.R. VOL 68 PG. 938 .892 ACRES (30,159.53 SQ. FT.) 140 GREENWOODS ROAD WEST (U.S. ROUTE 44) NORFOLK, CONNECTICUT DECEMBER 3, 1988 SCALE 1"=20 BY CLIFFORD E. BELL



**LEGEND**

UTILITY SERVICES (UNDERGROUND OR OVERHEAD)		SYMBOL LEGEND		ABBREVIATIONS	
E	ELECTRIC SERVICE	☐	CATCH BASIN	A/C	AIR CONDITONER
G	GAS PIPES	○	ROUND DRAIN	AT&T	AMERICAN TELEPHONE & TELEGRAPH COMPANY
SAH	SEWER SEWER PIPES	●	SQUARE DRAIN	BLK	BLACK
-----	STORM WATER PIPES (LESS THAN 12")	⊙	STORM DRAIN MANHOLE	CB	CATCH BASIN
-----	STORM WATER PIPES (12" OR LARGER)	⊙	ELECTRIC MANHOLE	CDM	CONCRETE
-----	STEEL PIPES (SUPPLY & COND.)	⊙	SAWYER MANHOLE	CONC	CONCRETE
T	TELEPHONE SERVICE	⊙	STEAM MANHOLE	CONC	CONCRETE
W	WATER PIPES	⊙	TELEPHONE MANHOLE	CL	CENTERLINE
COM	COMMUNICATIONS/FIBER OPTIC SERVICE	⊙	WATER MANHOLE	CLP	CHAIN LINK FENCE
FP	FIRE PROTECTION PIPES	⊙	MANHOLE (OF UNKNOWN TYPE)	CLP	CONNECTICUT LIGHT & POWER COMPANY
UG	UNKNOWN UTILITY SERVICE	⊙	MANHOLE (D. / REC.)	CP	CONCRETE
OH	OVERHEAD WIRES	⊙	WATER VALVE	DET	DETACHED
OH	OVERHEAD WIRES	⊙	GAS VALVE	EH	ELECTRIC
OH	OVERHEAD WIRES	⊙	HYDRANT	EWH	ELECTRIC MANHOLE
OH	OVERHEAD WIRES	⊙	COMB STANDPIPE	F.L.	FLOW LINE
OH	OVERHEAD WIRES	⊙	GUY WIRE	FND	FUND
OH	OVERHEAD WIRES	⊙	SIGN (SINGLE POST)	GRAN	GRANITE
OH	OVERHEAD WIRES	⊙	SIGN (DOUBLE POST)	GSTD	GRANITE STONE CURB
OH	OVERHEAD WIRES	⊙	BORING (AS DRILLED)	HELCO	HARTFORD ELECTRIC COMPANY
OH	OVERHEAD WIRES	⊙	BORING (AS STAKED)	HYD	HYDRANT
OH	OVERHEAD WIRES	⊙	SPOT ELEVATION	M.H.	MANHOLE
OH	OVERHEAD WIRES	⊙	WETLANDS FLAG	M.W.	MANHOLE WELL
OH	OVERHEAD WIRES	⊙	PROPERTY MONUMENT	N	NORTH
OH	OVERHEAD WIRES	⊙	UTILITY MONUMENT (SET AS 2' OFFSET)	NAD	NORTH AMERICAN DATUM
OH	OVERHEAD WIRES	⊙	IRON PIPE OR REBAR FOUND	NAD	NORTH AMERICAN VERTICAL DATUM
OH	OVERHEAD WIRES	⊙	IRIGATION CONTROL BOX	N.E.	NORTH EAST
OH	OVERHEAD WIRES	⊙	EMERGENCY PHONE	N.F.	NORTH WEST
OH	OVERHEAD WIRES	⊙	TRAFFIC CONTROLLER CABINET	NW	NORTH WEST
OH	OVERHEAD WIRES	⊙	UTILITY POLE	PVC	POLYETHYLENE CHLORIDE
OH	OVERHEAD WIRES	⊙	UTILITY POLE/W/ LIGHT	P.V.	POST INDICATOR VALVE
OH	OVERHEAD WIRES	⊙	STREET LIGHT	RET.	REINFORCED CONCRETE PIPE
OH	OVERHEAD WIRES	⊙	LIGHT POST	R.L.	RAIN LEADER
OH	OVERHEAD WIRES	⊙	BOLLARD LIGHT	S	SOUTH
OH	OVERHEAD WIRES	⊙	BOLLARD / ROCK	SE	SOUTH EAST
OH	OVERHEAD WIRES	⊙	CORNER STAMP	SW	SOUTH WEST
OH	OVERHEAD WIRES	⊙	DECEASED SHRUB	SW	SOUTH WEST
OH	OVERHEAD WIRES	⊙	DECEASED TREE (SAPLING)	SW	SOUTH WEST
OH	OVERHEAD WIRES	⊙	DECEASED TREE	SW	SOUTH WEST
OH	OVERHEAD WIRES	⊙	CONIFER TREE	SW	SOUTH WEST

**SURVEY NOTES**

- THIS SURVEY AND MAP HAS BEEN PREPARED IN ACCORDANCE WITH THE REGULATIONS OF CONNECTICUT STATE AGENCIES, SECTIONS 20-300B-1 THRU 20-300B-20 AND THE "MINIMUM STANDARDS OF ACCURACY, CONTENT & CERTIFICATION FOR SURVEYS AND MAPS," AS AMENDED OCTOBER 26, 2016.
  - THE TYPE OF SURVEY IS A PROPERTY/BOUNDARY, TOPOGRAPHIC AND GENERAL LOCATION SURVEY.
  - THE BOUNDARY DETERMINATION CATEGORY IS RESURVEY.
  - THE ACCURACIES ARE AS FOLLOWS:
 

HORIZONTAL CONTROL	CLASS "A-2"
VERTICAL CONTROL	CLASS "Y-2"
BOUNDARY	CLASS "A-2" (COMPILED)
TOPOGRAPHY	CLASS "T-2"
- THE COORDINATES AND ELEVATIONS DEPICTED ON THE PLAN REPRESENT THE NAD '83 AND THE NAD '88 DATUMS. COORDINATES WERE ESTABLISHED ON THE SITE BASED UPON GPS OBSERVATIONS TAKEN ON SEPTEMBER 21, 2021 USING TRIMBLE GSSX R10 RECEIVERS AND SOLUTIONS PROVIDED THROUGH THE KEYNET NETWORK.
- THE UNDERGROUND UTILITIES DEPICTED HEREON ARE BASED ON FIELD LOCATION OF VISIBLE FEATURES, MAPS AND PLANS OF RECORD, UTILITY MAPPING OR OTHER SOURCES OF INFORMATION. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES DECLARE THAT THEY ARE DEPICTED ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.
- THE PROPERTY LIES WITHIN THE "ZONE X" - AREAS OF 0.2% ANNUAL CHANCE FLOOD; AREA OF 1% ANNUAL CHANCE FLOOD WITH AVERAGE DEPTH OF LESS THAN 1 FOOT OR WITH DRAINAGE AREA LESS THAN 1 SQ. MILE; AND AREA PROTECTED BY LEVEES FROM 1% ANNUAL CHANCE FLOOD PER THE FEMA FLOOD INSURANCE RATE MAP TOWN OF NORFOLK, CONNECTICUT LITCHFIELD COUNTY PANEL 10 OF 15 COMMUNITY PANEL NUMBER 090181 0010 A EFFECTIVE DATE: DECEMBER 1, 1987.

TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS MAP IS SUBSTANTIALLY CORRECT AS DEPICTED AND NOTED HEREON.

DAVID A. CARICCHIO, P.L.S. No. 70036 DATE  
 ALFRED BENECH & COMPANY, GLASTONBURY, CONNECTICUT  
 (not valid without original signature and embossed seal)

REVISIONS	
No.	DESCRIPTION

SCALE: HORIZ. 1" = 20'  
 VERT. 1" = 20'  
 SURVEY DATUM: HORIZ.: NAD 1983  
 VERT.: NAVD 1988  
 GRAPHIC SCALE

Prepared By:

**benesch**  
 Allied Benesch & Company  
 120 Hudson Avenue - 2nd Floor  
 Phone (860) 633-8341, Fax: (860) 633-1068  
 www.benesch.com

BOUNDARY- TOPOGRAPHIC SURVEY  
 PREPARED FOR  
**THE TOWN OF NORFOLK**  
 (NORFOLK VOLUNTEER FIRE DEPARTMENT)  
 NORFOLK  
 CONNECTICUT  
 SHEPARD ROAD

PROJ. No.: 70724  
 DATE: SEPT 2021

SV.01



Alfred Benesch & Company  
120 Hebron Avenue, Floor 2  
Glastonbury, CT 06033  
www.benesch.com  
P 860-633-8341  
F 860-633-1068

July 31, 2023

Inland Wetlands Agency  
PO Box 552  
Norfolk CT 06058

RE: **Development Narrative  
Municipal Development  
14 + 20 Shepard Road, Norfolk CT 06058**

Dear Commission Members:

Attached please find the application and associated plan set for the above proposed municipal development. Following is a development narrative that provides detail additional to the application and plans.

The property is situated at 14 + 20 Shepard Road (Zone – Village Business). The project site is in the Norfolk Historic District. It is adjacent the City Meadow Boardwalk on the south, D&R Auto Sales to the east, two (2) residences to the west, and a row of houses and Meadow Brook Senior Living to the north. The property consists of 1.11 acres and the total project disturbance is approximately 1.17 acres. The site is currently occupied by the existing Norfolk Volunteer Fire Department. The existing site is comprised of the existing fire house structure, detached single-bay garage structure, dilapidated bituminous pavement and gravel drives, grass and landscaped areas, associated drainage and utility appurtenances and access to the city meadow boardwalk.

The proposed development includes the construction of a new fire house structure, new detached three-bay garage structure, new bituminous pavement and concrete sidewalks, pervious paver units, updated landscaping and turf establishment, access and separated parking for city meadow boardwalk, ADA accessibility, new underground detention chambers and associated drainage and utility appurtenances. The general purpose of this project is not only to update the Fire House and the associated property, but also to separate access and ensure pedestrian safety of anyone using the public City Meadow Boardwalk.

#### Duration

The project's anticipated construction dates are Fall 2023 to Fall 2024.

#### Quantity of Material and Storage Location

The approximate amount of cut and fill is balanced on the site. Soil shall be stored on-site.

#### Description of Erosion Control Measures

Please refer to the Demolition & Preparation Plan (C-1.0) and Erosion Control Notes & Details Plan (C-1.1.)

#### Wetlands

A CT-registered soil scientist has walked the site and delineated the limits of eastern wetlands, as shown on the plans. The proposed development has been specifically placed to avoid any direct disturbance to wetlands. Existing wetlands delineated on the site that will be disturbed are developed areas established with lawn and do not provide any wildlife habitat significance. In addition to the placement of facilities, the project is proposing a large retaining wall system to specifically avoid direct impacts.



### Utilities

Public sanitary, water and power is available in Shepard Road.

### Stormwater

Most site soils consist of NRCS soil types of Belgrade Silt Loam to Raynham Silt Loam, which range between moderately well drained to poorly drained. Three (3) test pits were performed in the proposed development, and they confirm the NRCS soil classifications. The site generally has high groundwater with readings of 40" below grade at TP-1, 32" below grade at TP-2, and 18" below grade at TP-3.

The goal of the stormwater management design is threefold, as follows:

1. Stormwater Quality – in accordance with the DEEP 2004 Stormwater Quality Manual, the project has been designed to treat water quality volume. This is being done via pre-treatment by a hydrodynamic separator and isolator row the entire water quality volume.
2. Peak Flow Runoff – in accordance with the zoning regulations, the project has been designed to detain design storms from the 2-Year through the 100-Year events, prior to discharge off site. This is accomplished with a closed underground retention basin and outlet control structure.
3. Stormwater Capture and Conveyance – in accordance with the zoning regulations, on-site stormwater facilities (area drains, catch basins, and piping) have been designed to capture and convey up to the 10-Year design storm prior to discharge to the detention basin.

### Landscaping

The landscape design for this project is intended to provide the development with trees, shrubs, ornamental grasses and ground covers that are native and non-invasive species, whose various textures, sizes and blooming periods will provide year-round color and visual appeal throughout the property. The addition of parking area and drive trees will provide shade and scale, as well as lessen the visual effect of the buildings. Special care is to be taken when site development begins, to save and protect as many buffer and border trees as possible along each property edge.

All plant material for this project is to meet Norfolk Zoning Requirements. This will include a mix of evergreen, deciduous and flowering varieties. Lawn areas will be planted with a blend of fescue, perennial rye and Kentucky bluegrass for thick and lush recreational areas. The steeper slopes will be planted with a low-growing wildflower and grass mix, which will help with slope stability and erosion control, as well as, requiring less frequent maintenance.

In accordance with Section N.2 and 3 of the "Design Guidelines in a Village District" landscaping has been provided to ensure an attractive design aesthetic, native and relation to the natural environment and topography.

We look forward to working with the Commission to ensure a successful project that meets required town regulations.

Sincerely,

A handwritten signature in black ink that reads "Will Walter".

Will Walter, PE, LEED AP  
Alfred Benesch & Company





## STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM

Pursuant to section 22a-39(m) of the General Statutes of Connecticut and section 22a-39-14 of the Regulations of Connecticut State Agencies, inland wetlands agencies must complete the Statewide Inland Wetlands & Watercourses Activity Reporting Form for **each** action taken by such agency.

This form may be made part of a municipality's inland wetlands application package. If the municipality chooses to do this, it is recommended that a copy of the Town and Quadrangle Index of Connecticut and a copy of the municipality's subregional drainage basin map be included in the package.

Please remember, the inland wetlands agency is responsible for ensuring that the information provided is **accurate** and that it reflects the **final** action of the agency. Incomplete or incomprehensible forms will be mailed back to the agency. Instructions for completing the form are located on the following pages.

The inland wetlands agency shall mail completed forms for actions taken during a calendar month no later than the 15<sup>th</sup> day of the following month to the Department of Energy and Environmental Protection (DEEP). Do **not** mail this cover page or the instruction pages. Please mail **only** the **completed** reporting form to:

DEEP Land & Water Resources Division  
Inland Wetlands Management Program  
79 Elm Street, 3<sup>rd</sup> Floor  
Hartford, CT 06106

Questions may be directed to the DEEP's Inland Wetlands Management Program at (860) 424-3019.

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**INSTRUCTIONS FOR COMPLETING  
THE STATEWIDE INLAND WETLANDS & WATERCOURSES ACTIVITY REPORTING FORM**

*Use a separate form to report EACH action taken by the Agency. Complete the form as described below.  
Do NOT submit a reporting form for withdrawn actions.*

**PART I: Must Be Completed By The Inland Wetlands Agency**

1. Choose the year and month the Inland Wetlands Agency took the action being reported. If multiple actions were taken regarding the same project or activity then multiple forms need to be completed.
2. Choose ONE code letter to describe the final action or decision taken by the Inland Wetlands Agency. Do NOT submit a reporting form for withdrawn actions. Do NOT enter multiple code letters (for example, if the same project or activity had both a permit issued and enforcement action, submit two forms for the two separate actions).  
  
A = A Permit Granted by the Inland Wetlands Agency (not including map amendments, see code D below)  
B = Any Permit Denied by the Inland Wetlands Agency  
C = A Permit Renewed or Amended by the Inland Wetlands Agency  
D = A Map Amendment to the Official Town Wetlands Map - or -  
An Approved/Permitted Wetland or Watercourse Boundary Amendment to a Project Site Map  
E = An Enforcement Action: Permit Revocation, Citation, Notice of Violation, Order, Court Injunction, or Court Fines  
F = A Jurisdictional Ruling by the Inland Wetlands Agency (activities "permitted as of right" or activities considered non-regulated)  
G = An Agent Approval pursuant to CGS 22a-42a(c)(2)  
H = An Appeal of Agent Approval Pursuant to 22a-42a(c)(2)
3. Check "yes" if a public hearing was held in regards to the action taken; otherwise check "no".
4. Enter the name of the Inland Wetlands Agency official verifying that the information provided on this form is accurate and that it reflects the FINAL action of the agency.

**PART II: To Be Completed By The Inland Wetlands Agency Or The Applicant** - If Part II is completed by the applicant, the applicant MUST return the form to the Inland Wetlands Agency. The Inland Wetlands Agency MUST ensure that the information provided is accurate and that it reflects the FINAL action of the Agency.

5. Enter the name of the municipality for which the Inland Wetlands Agency has jurisdiction and in which the action/project/activity is occurring.  
  
Check "yes" if the action/project/activity crosses municipal boundaries and enter the name(s) of the other municipality(ies) where indicated. Check "no" if it does not cross municipal boundaries.
6. Enter the USGS Quad Map name or number (1 through 115) as found on the Connecticut Town and Quadrangle Index Map (the directory to all USGS Quad Maps) that contains the location of the action/project/activity. USGS Quad Map information is available at: <https://portal.ct.gov/-/media/deep/gis/resources/IndexNamedQuadTownpdf.pdf>  
  
ALSO enter the four-digit identification number of the corresponding Subregional Drainage Basin in which the action/project/activity is located. If located in more than one subregional drainage basin, enter the number of the basin in which the majority of the action/project/activity is located. Town subregional drainage basin maps can be found at UConn CLEAR's website: [http://clear.uconn.edu/data/map\\_set/index.htm](http://clear.uconn.edu/data/map_set/index.htm) (no roads depicted) or at CTECO: [http://www.cteco.uconn.edu/map\\_catalog.asp](http://www.cteco.uconn.edu/map_catalog.asp) (depicts roads, choose town and a natural drainage basin map).
7. Enter the name of the individual applying for, petitioning, or receiving the action.
8. Enter the name and address or location of the action/project/activity. Check if the action/project/activity is TEMPORARY or PERMANENT in nature. Also provide a brief DESCRIPTION of the action/project/activity. It is always best to provide as much information as possible (for example, don't state "forestry," provide details such as "20 acre forest harvest, permit required for stream crossing.")



9. Carefully review the list below and enter ONLY ONE code letter which best characterizes the action/project/activity. All state agency projects must code "N".

- |   |   |
|---|---|
| A = Residential Improvement by Homeowner                  | I = Storm Water / Flood Control   |
| B = New Residential Development for Single Family Units   | J = Erosion / Sedimentation Control   |
| C = New Residential Development for Multi-Family / Condos | K = Recreation / Boating / Navigation   |
| D = Commercial / Industrial Uses                          | L = Routine Maintenance   |
| E = Municipal Project                                     | M = Map Amendment   |
| F = Utility Company Project                               | N = State Agency Project  |
| G = Agriculture, Forestry or Conservation                 | P = Other (this code includes the approval of concept, subdivision or similar plans with no on-the-ground work) |
| H = Wetland Restoration, Enhancement, Creation            |   |

10. Enter between one and four code numbers to best characterize the action/project/activity being reported. Enter "NA" if this form is being completed for the action of map amendment. You MUST provide code 12 if the activity is located in an established upland review area. You MUST provide code 14 if the activity is located beyond the established upland review area or no established upland review area exists.

- |   |  |
|---|--|
| 1 = Filling   | 8 = Underground Utilities Only (no other activities)             |
| 2 = Excavation  | 9 = Roadway / Driveway Construction (including related culverts) |
| 3 = Land Clearing / Grubbing (no other activity)            | 10 = Drainage Improvements                                       |
| 4 = Stream Channelization                                   | 11 = Pond, Lake Dredging / Dam Construction                      |
| 5 = Stream Stabilization (includes lakeshore stabilization) | 12 = Activity in an Established Upland Review Area               |
| 6 = Stream Clearance (removal of debris only)               | 14 = Activity in Upland  |
| 7 = Culverting (not for roadways)                           |  |

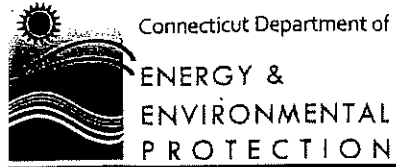
**Examples:** Jurisdictional ruling allowing construction of a parking lot in an upland where the municipality does not have an established upland review area must use code 14, other possible codes are 2 and 10. Permitted construction of a free standing garage (residential improvement by homeowner) partially in an established upland review area with the remainder in the upland must use code 12 and 14, other possible codes are 1 and 2.

11. Leave blank for TEMPORARY alterations but please indicate action/project/activity is temporary under question #8 on the form. For PERMANENT alterations, enter in acres the area of wetland soils or watercourses altered. Include areas that are permanently altered, or are proposed to be, for all agency permits, denials, amendments, renewals, jurisdictional rulings, and enforcement actions. For those activities that involve filling or dredging of lakes, ponds or similar open water bodies enter the acres filled or dredged under "open water body." For those activities that involve directly altering a linear reach of a brook, river, lakeshore or similar linear watercourse, enter the total linear feet altered under "stream." Remember, these figures represent only the acreage altered, not the total acreage of wetlands or watercourses on the site. You MUST provide all information in ACRES (or linear feet as indicated) including those areas less than one acre. To convert from square feet to acres, divide square feet by the number 43,560. If this report is being completed for an agency jurisdictional ruling and detailed information is not available, provide an estimate. Enter zero if there is no alteration.

12. Enter in acres the area of upland altered as a result of an ACTIVITY REGULATED BY the inland wetlands agency, or as a result of an AGENT APPROVAL pursuant to CGS section 22a-42a(c)(2). Leave blank for TEMPORARY alterations but please indicate action/project/activity is temporary under question #8 on the form. Include areas that are permanently altered, or proposed to be permanently altered, for all agent approvals, agency permits, denials, amendments, renewals, jurisdictional rulings, and enforcement actions. You MUST provide all information in ACRES including those areas less than one acre. See directions above (#11) for conversion factor. If this report is being completed for an agent approval or an agency jurisdictional ruling and detailed information is not available, provide an estimate. Enter zero if there is no alteration.

13. Enter the acres that are, or are proposed to be, restored, enhanced or created for all agency permits, denials, amendments, renewals, jurisdictional rulings and enforcement actions. NOTE restored or enhanced applies to previously existing wetlands or watercourses. Created applies to a non-wetland or non-watercourse area which is converted into wetlands or watercourses. For created - question #10 must provide 12 and/or 14 as an answer, and question #12 must also be answered. You MUST provide all information in ACRES including those areas less than one acre. See directions above (#11) for conversion factor. Enter zero if there is no restoration, enhancement or creation.

**PART III: To Be Completed By The DEEP** - Please leave this area blank. Incomplete or incomprehensible forms will be mailed back to the inland wetlands agency.



GIS CODE #: \_\_\_\_\_  
For DEEP Use Only

79 Elm Street • Hartford, CT 06106-5127

www.ct.gov/deep

Affirmative Action/Equal Opportunity Employer

### Statewide Inland Wetlands & Watercourses Activity Reporting Form

Please complete this form in accordance with the instructions on pages 2 and 3 and mail to:

DEEP Land & Water Resources Division, Inland Wetlands Management Program, 79 Elm Street, 3<sup>rd</sup> Floor, Hartford, CT 06106

Incomplete or incomprehensible forms will be mailed back to the inland wetlands agency.

#### PART I: Must Be Completed By The Inland Wetlands Agency

- 1. DATE ACTION WAS TAKEN: year: \_\_\_\_\_ month: \_\_\_\_\_
- 2. ACTION TAKEN (see instructions - one code only): \_\_\_\_\_
- 3. WAS A PUBLIC HEARING HELD (check one)? yes  no
- 4. NAME OF AGENCY OFFICIAL VERIFYING AND COMPLETING THIS FORM:  
(print name) \_\_\_\_\_ (signature) \_\_\_\_\_

#### PART II: To Be Completed By The Inland Wetlands Agency Or The Applicant

- 5. TOWN IN WHICH THE ACTIVITY IS OCCURRING (print name): Norfolk  
does this project cross municipal boundaries (check one)? yes  no   
if yes, list the other town(s) in which the activity is occurring (print name(s)): \_\_\_\_\_
- 6. LOCATION (see instructions for information): USGS quad name: Norfolk or number: 18  
subregional drainage basin number: 4302
- 7. NAME OF APPLICANT, VIOLATOR OR PETITIONER (print name): Alfred Benesch & Company
- 8. NAME & ADDRESS OF ACTIVITY / PROJECT SITE (print information): 14 + 20 Shepard Road  
briefly describe the action/project/activity (check and print information): temporary  permanent  description: Norfolk Fire House Redevelopment
- 9. ACTIVITY PURPOSE CODE (see instructions - one code only): E
- 10. ACTIVITY TYPE CODE(S) (see instructions for codes): 12, 14, \_\_\_\_\_, \_\_\_\_\_
- 11. WETLAND / WATERCOURSE AREA ALTERED (see instructions for explanation, must provide acres or linear feet):  
wetlands: 0.186 acres open water body: 0.0 acres stream: 0.0 linear feet
- 12. UPLAND AREA ALTERED (must provide acres): 0.80 acres
- 13. AREA OF WETLANDS / WATERCOURSES RESTORED, ENHANCED OR CREATED (must provide acres): 0.0 acres

DATE RECEIVED: \_\_\_\_\_ PART III: To Be Completed By The DEEP DATE RETURNED TO DEEP: \_\_\_\_\_

FORM COMPLETED: YES NO

FORM CORRECTED / COMPLETED: YES NO

**Summary**

Account Number 001659  
Parcel ID 881  
Property Address 14 + 20 SHEPARD RD  
Use Class/Description 9-2 EXEMPT COM/IND  
Map/Block/Block Cut 7-12/15 1/  
Zoning VB - Vill Busin  
Acres 1.25

[View Map](#)

**Owner**

NORFOLK TOWN OF  
PO BOX 592  
NORFOLK, CT 06058-1124

**Valuation**

Assessed Year	2022	2021
Appraised Building Value	\$327,130.00	\$327,130.00
Appraised XF/OB Value	\$5,020.00	\$5,020.00
Appraised Land Value	\$62,000.00	\$62,000.00
Appraised Total Value	\$394,150.00	\$394,150.00
Assessed Building Value	\$228,990.00	\$228,990.00
Assessed XF/OB Value	\$3,510.00	\$3,510.00
Assessed Land Value	\$43,400.00	\$43,400.00
Assessed Total Value	\$275,900.00	\$275,900.00

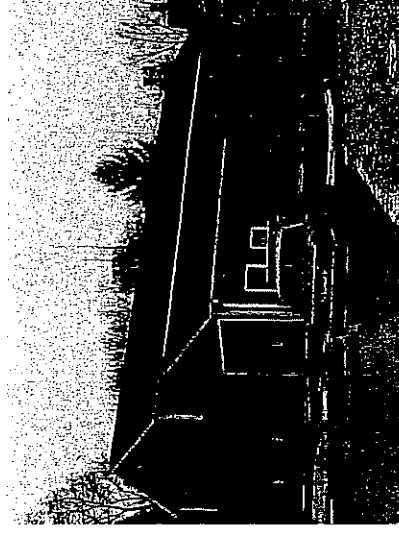
**Land**

Building Number 1  
Land Use 9-2 - EXEMPT COM/IND

Land Units 1 AC  
Value 60,000

Building Number 1  
Land Use 9-2 - EXEMPT COM/IND

Land Units 0.25 AC  
Value 2,000



Building Information

Building #	1
Style	Fire Station
Occupancy	1
Actual Year Built	1980
Effective Year Built	2007
Living Area	3,798
Stories	1
Grade	04 C+
Condition	VG
Exterior Wall	Brick/Masonry
Interior Wall	Drywall/Sheet
Code	Description
BAS	First Floor
Totals	

Notes	FIREHOUSE
Fireplaces	
Roof Cover	Rolled Compos
Roof Structure	Flat
Floor Type	Vinyl/Asphalt
Heat Type	Hot Water
Fuel Type	Oil
AC	None
Bdrms/Full Bth/Hlf Bth/TH Rm	
Basement Finished Area	
Basement Sq. Ft.	
Gross Area	3,798
Effective Area	3,798

Out Buildings\Extra Features

Description	GAR AVER
Sub Description	
Area	264 S.F.

Year Built	0
Value	\$3,960

Living Area	3,798
Totals	3,798

Effective Area	3,798
Totals	3,798

Sales History

Sales Date	Instrument Type	Grantor	Grantee	Book/Page
------------	-----------------	---------	---------	-----------

NORFOLK TOWN OF

-0

Recent Sales in Area

Sale date range:

From: 06/16/2013 To: 06/16/2023

Sales by Neighborhood

1500 Feet Sales by Distance

Permit Information

Permit ID	Issue Date	Type	Description	Amount	Inspection Date	% Complete	Date Complete	Comments
695-R	09-12-2014	RE	Remodel	\$3,600		100		repair siding
7644-E	10-22-2004	EL	Electric	\$0		100		OUTLET FOR SHED
7930-M	01-13-2003	PL	Plumbing	\$9,000		100		HVAC

Sketch

**List of Current Abutting Properties**

Richard E Zionce - 24 Shepard Road

Onyx Orton Est, C/O Jean Maguire – 33 John Curtiss Road

Town of Norfolk City Meadow – Greenwood Road W

