

**MEMORANDUM FOR THE RECORD**  
**APPLICATION# 26 IWC 2**  
**REGULAR MEETING – THURSDAY, JANUARY 15, 2026**

*Prepared by Stacy Radford, Zoning & Wetlands Officer*

**Applicant:** Jill Moonheron  
**Property Owner:** Jill Moonheron  
**Address:** 339 Chesterfield Road (Parcel ID: 021-001-00A), Oakdale, CT  
**Submitted:** January 9, 2026  
**Date Received by IWC:** January 15, 2026 *(DRD – March 21, 2026)*

**Previously permitted activities:** A permit to conduct regulated activities in upland review area and in the wetlands in conjunction with the proposed demolition of an existing house and shed, including proper abandonment of an existing well & septic system; the construction of a water crossing; and the construction of a new single-family residence, including a new well & septic system; in accordance with Plan entitled: “Proposed Wetland Compliance Plan - 339 Chesterfield Road, Oakdale, CT dated 1/8/2026.”

**Activity Description:**

|   |                                |
|---|--------------------------------|
| <b>Wetland Disturbance Area</b>               | <b>861 SF (Per Applicant)</b>  |
| <b>Watercourse/Waterbody Disturbance Area</b> | <b>15 LF (Per Applicant)</b>   |
| <b>Upland Review Disturbance Area</b>         | <b>3787 SF (Per Applicant)</b> |

**STAFF COMMENTS IN REVIEW:**

- An Inland Wetland Permit was approved by this Commission on September 19, 2024; a copy of the Permit and approved Plan is attached hereto.
- On December 5, 2025 I conducted a site inspection and noted that the wetland crossing did not appear to have been installed correctly, a copy of the Inspection Report is attached hereto. I immediately forwarded a copy of this Inspection Report to the Town Soil Scientist, Robert “Bob” Russo who responded in part, “this should be double checked.”
- On December 9, 2025 I notified the Applicant that there was an issue on site and I required an updated Site Plan showing the actual house that was being built as opposed to the conceptual one that was on the approved IWC Plan. She had the Engineer reach out to me and I explained the situation to him. The Engineer then forwarded an email to the Applicant and copied me on it whereas he stated as follows: “I do want to note that I will not be placing the walls over the culvert crossing on the site plan, as those were not approved by the wetlands commission.”
- On December 11, 2025 myself, Assistant Planner Meredith Badalucca, Town Soil Scientist Robert “Bob” Russo met on site for an inspection. The builder, Vic Caprio from Caprio Homes and Mike Millano of MJM Builders were present on behalf of the Applicant. A copy of the inspection report is attached hereto.

- On December 12, 2025 Vic Caprio from Caprio Homes inquired on behalf of the Applicant if it would be possible to remove the stone wall over the wetland crossing on one side and install a guardrail on the other. He indicated that the Applicant wanted something on both sides of the crossing for safety purposes.
- On December 16, 2025 the Town Soil Scientist, Robert “Bob” Russo, provided a comment letter with a marked up “As-Built” based on the December 11, 2025 inspection, copies of which are attached hereto. In the letter, Mr. Russo explained the issues noted on site during the December 11, 2025 inspection and then he provided his recommendations for correction.
- Please note that although the width of the driveway does not fall within the purview of this Commission, it is a requirement of the Montville Zoning Regulations and therefore cannot be reduced. I would ask that the Commission keep this in mind when making any determination concerning the walls along the side of the driveway over the culvert.

#### **TECHNICAL REVIEW COMMENTS:**

- The following items from the December 11, 2025 Inspection Report have not been addressed on the submitted Plan:
  - #2: Area of “existing house to be demolished” had grass only planted, not conservation mix per the approved Plan. Corrective measures to this area will need to be addressed in the narrative and on the Plan.
  - #7: Rock/rip rap had been added around each of the HDPE culverts to prevent erosion. This was not addressed in the narrative nor shown on the Plan.
  - #11: Reserve septic (shown on the approved plan) has been removed from the Plan. Area needs to be called out on the submitted Plan.

#### **NEW STAFF COMMENTS:**

- This is an Application to modify the original IWC approval of September 19, 2024.
- The Applicant states that “it was been identified that certain site features were installed or modified in closer proximity to regulated wetland areas than originally anticipated.”
- The Applicant states that “no evidence of permanent wetland conversion, dredging, channelization, or hydrologic obstruction was observed. Wetland vegetation remains generally intact outside of the limited disturbed areas identified.”
- The Applicant states that “No additional wetland disturbance beyond what is required for restoration is proposed.”

#### **AGENCY COMMENTS:**

- Town Soil Scientist – The referral for comments was forwarded on January 12, 2026 and comments are still pending.

**STAFF RECOMMENDATION:**

Staff recommends the IWC receive Application 26 IWC 2, set a date for a site walk (if desired), and continue the application to the next regularly scheduled meeting on February 19, 2026.

If the Commission would like to schedule a site walk, a Motion is set forth below:

**MOTION “A” (to set a site walk and continue to the next meeting)**

I make a Motion to set a Site Walk for Application #26 IWC 2 – 339 Chesterfield Road (021-001-00A) Oakdale, CT – Owner/Applicant: Jill Moonheron; modification of Application #24 IWC 7 for an Inland Wetlands Permit for regulated activities within the wetlands and URA to demo an existing single-family residence and construct a new single family residence, on \_\_\_\_\_ at \_\_\_\_\_ a.m. / p.m. and to continue this Application until the next regularly scheduled meeting on February 19, 2026.

If the Commission does **NOT** want to schedule a site walk, a Motion is set forth below:

**MOTION “B” (to continue to the next meeting)**

I make a Motion to continue Application #26 IWC 2 – 339 Chesterfield Road (021-001-00A) Oakdale, CT – Owner/Applicant: Jill Moonheron; modification of Application #24 IWC 7 for an Inland Wetlands Permit for regulated activities within the wetlands and URA to demo an existing single-family residence and construct a new single family residence, until the next regularly scheduled meeting on February 19, 2026.