

**SECTION 6.11 SPECIAL PERMIT FOR  
AN ACCESSORY APARTMENT WITHIN A SINGLE FAMILY DWELLING  
212 MANCHESTER ROAD  
MEETING DATE: APRIL 20, 2021**

**PUBLIC HEARING # 1**  
04-20-2021 AGENDA

**To:**  
Town Plan and Zoning  
Commission

**From:**  
Office of Community  
Development Staff

**Memo Date:**  
April 16, 2021

**Zoning District:**  
Rural Residence Zone

**Applicant/Owner:**  
Matthew Marschat

**EXECUTIVE SUMMARY**

- The applicant is seeking approval for an accessory apartment.
- The proposed apartment will be 794 square feet and will be located on the southwestern corner of the principal dwelling.
- The proposal was reviewed by the Plans Review Subcommittee at their March 24, 2021 meeting where they had no issue with the proposal.

**REVIEW**

Included for Commission review are the following:

- Office of Community Development staff memoranda
- Plans Review Subcommittee meeting minutes from March 24, 2021
- Site Plan, Floor Plans and Elevations

**PROPOSAL**

The applicant is seeking approval to construct a 794 square-foot, accessory apartment at 212 Manchester Road. The proposed apartment will be located at the southwestern corner of the house.

Ingress and egress to the apartment will be through a door on the north-west side of the apartment leading to a walkway that leads to the driveway and a slider door on the northeast-facing wall of the apartment. There will be no internal access point to the apartment from the principal structure.

The proposed apartment will consist of a living area, full kitchen, full bathroom and bedroom. The exterior of the apartment will be designed to match the existing style, material and colors of the principal dwelling.



**Aerial View of 212 Manchester Road**

**SITE DESCRIPTION**

The subject site is a .93-acre lot located on the east side of Manchester Road in the Rural Residence Zone, in the eastern section of Glastonbury. The lot is improved with a 2,632-square foot, 1-story, raised ranch, single-family residence. Access to the site is through a curb cut and driveway off Manchester Road at the northwest corner of the lot.

**ADJACENT USES**

Single-family residences abut the subject property to the north, south, east and west.

**PARKING**

The principal dwelling at 212 Manchester Road has a 2-car garage and additional driveway space to accommodate parking for the accessory apartment.

**ZONING ANALYSIS AND CONSISTENCY WITH THE PLAN OF CONSERVATION AND DEVELOPMENT**

The proposed accessory apartment meets all the requirements of Section 6.11 for accessory apartments in a single-family dwelling. The proposal is consistent with the following sections of the Plan of Conservation and Development.

- **Planning Area 4—Town Center**
  - **Economics**
    - Continue to support opportunities for the establishment of accessory apartments in order to allow for a variety of housing opportunities.

Pertinent staff correspondence and draft motions are attached.

TOWN PLAN AND  
ZONING COMMISSION

SECTION 6.11 SPECIAL PERMIT

APPLICANT/

OWNER: MATTHEW MARSCHAT  
212 MANCHESTER ROAD  
GLASTONBURY, CT 06033

FOR: 212 MANCHESTER ROAD

MOVED, that the Town Plan and Zoning Commission approve the application of Matt Marschat for a Section 6.11 Accessory Apartment Special Permit – 212 Manchester Road – Rural Residence Zone – in accordance with the following plan:

To Be Quoted

And

1. Compliance with standards contained in a report from the Fire Marshal, File #20-007R, plans reviewed 04-13-2021.
2. Adherence to:
  - a. The Town Engineer's memorandum dated April 16, 2021.
  - b. The Police Chief's memorandum dated April 13, 2021.
3. This is a Section 6.11 Special Permit for an Accessory Apartment. If unforeseen conditions are encountered during construction that would cause deviation from the approved plans, the applicant shall consult with the Office of Community Development to determine what further approvals, if any, are required.

APPROVED: TOWN PLAN & ZONING COMMISSION  
APRIL 20, 2021

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ROBERT J. ZANLUNGO JR., CHAIRMAN

April 14, 2021

**MEMORANDUM**

To: Town Plan and Zoning Commission  
Jon Mullen, Town Planner

From: Daniel A. Pennington, P.E., Town Engineer / Manager of Physical Services

Re: 212 Manchester Road  
Section 6.11 Accessory Apartment

The Engineering Division has reviewed the plans for the proposed accessory apartment located at 212 Manchester Road and has no comments.



## GLASTONBURY POLICE DEPARTMENT

2108 MAIN STREET, GLASTONBURY, CT 06033 (860)633-8301/FAX (860)652-4290

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### MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter, Chief of Police

Date: April 13, 2021

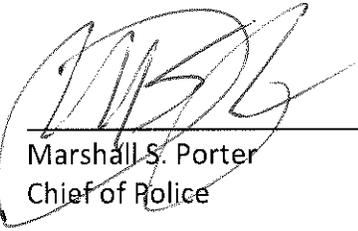
Subject: 212 Manchester Road- Special Permit- Accessory Apartment

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Members of the Police Department have reviewed the site development plan for a Section 6.11 Special Permit as submitted for the accessory apartment at 212 Manchester Road by applicant and property owner Matthew Marshat.

The police department has no objection to this proposal provided that:

1. Any phone lines dedicated to the main residence and accessory apartment reflect the specific address in the event an emergency 911 call is received by the police department from either location.
2. Upon completion of construction, both the main house and accessory apartment must be properly enumerated to allow for easy identification by all public safety responders, in accordance with Section 17-19 of the Town Code.

  
\_\_\_\_\_  
Marshall S. Porter  
Chief of Police



TOWN OF GLASTONBURY  
**FIRE MARSHAL'S OFFICE**  
SITE PLAN/SUBDIVISION REVIEW

PROJECT: **Matt & Cynthia L Marschat Accessory Use** LOCATION: **212 Manchester RD**

NEW CONSTRUCTION  CHANGE OF USE  SUBDIVISION  COMMERCIAL

OCCUPANCY CLASSIFICATION: **Group R F.M.O. FILE # 21-007R**

PROPOSED FIRE PROTECTION: **via GFD tanker truck Shuttle & Mutual Aid**

DATE PLANS RECEIVED: **04-07-21** DATE PLANS REVIEWED: **04-13-21**

Accessory Apartments — Provide address numerals in accordance with local ordinance and also at the principal entrance of the accessory dwelling that indicates a separate living space –for example if the address is 123 Main Street - additional address numerals such as 123 A or R - need to provided.

Provide smoke detection and carbon monoxide detection in accordance with the requirements for new construction and it is recommended that interconnection between the main dwelling and the accessory use is provided such that if a smoke detector in either dwelling activates the alarms sound and alert the occupants of both dwellings.

Telecommunications equipment utilized to communicate address data to E911 communication centers shall be programmed and maintained to accurately convey such address information to the E911 communication center (see comment # 1).

A handwritten signature in black ink, appearing to read "Chris Siwy".

Deputy Chief Christopher N. Siwy Fire Marshal