

STAFF REPORT

OFFICE OF COMMUNITY DEVELOPMENT

Application:	4300	Submittal Date:	August 31, 2022
Meeting Date:	September 20, 2022	Date of Receipt:	September 6, 2022
Agenda Item:	#1	Application Type:	Section 6.11 Special Permit for an Accessory Apartment

Applicant/ Owner:
Jung Park

Proposal:
Accessory Apartment

Proposal Address:
148 Coldspring Crossing

Zone:
Rural Residence

Existing Land Use:
Single-Family Residence

Prior Reviews/ Permits:

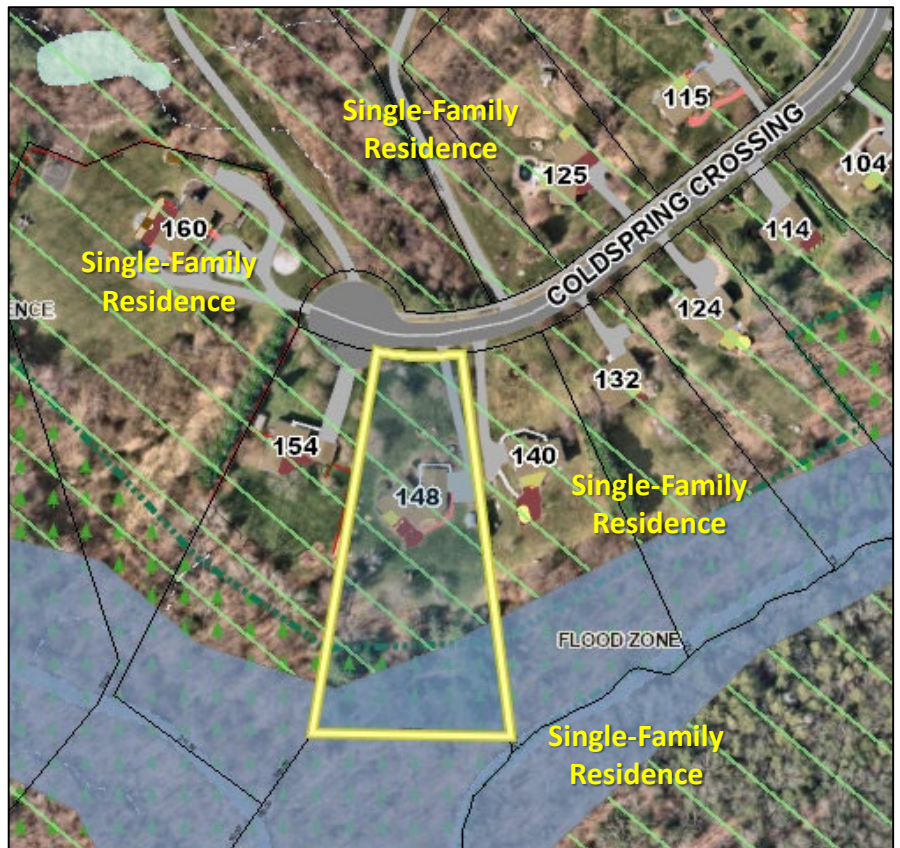
- Plans Review Subcommittee

Attached for Review:

- Site plans
- Town of Glastonbury staff memoranda
- Minutes from previous meetings
- Draft motion

Executive Summary

- Proposal is for an 800 square foot semi-detached accessory apartment to be located on the southeast corner of the existing single-family house located at 148 Coldspring Crossing



Site location, zoning and land uses

Site Description

The subject property is 1.63 acres located on the south side of the cul-de-sac on Coldspring Crossing. A two-story, single-family house is located on the north side of the lot. Access to the site is through a curb cut off Coldspring Crossing at the northeast corner of the lot.



Existing Conditions at 148 Coldspring Crossing

Proposal

The applicant proposes to construct an 800 square-foot, semi-detached accessory apartment located at the southeast corner of the existing house. The apartment will have a kitchen, bedroom, living room, and bathroom. The apartment will have wood clapboard siding and a hipped roof with asphalt shingles to match the principal dwelling. A three-season room will be constructed at the southeast corner of the apartment. The apartment and the principal dwelling will have a shared entrance. Parking for the apartment will be in a new detached single-bay garage.

Planning and Zoning Analysis

The proposed accessory apartment meets all the requirements of Section 6.11 for accessory apartments in a single family dwelling.

TOWN PLAN AND
ZONING COMMISSION

SECTION 6.11 SPECIAL PERMIT

APPLICANT/

OWNER: JUNG PARK
148 COLDSRING CROSSING
GLASTONBURY, CT 06033

FOR: 148 COLDSRING CROSSING

MOVED, that the Town Plan and Zoning Commission approve the application of Jung Park for a Section 6.11 Accessory Apartment Special Permit – 148 Cold Spring Crossing – Rural Residence Zone – in accordance with plans entitled “Proposed Garage & Addition Plan #148 Coldspring Crossing” prepared by Megson, Heagle & Friend, Civil Engineers, & Land Surveyors, LLC dated June 15, 2022 and architectural plan set entitled “Renovations and Addition Park Family” prepared by JWM Architects LLC, dated August 29, 2022; and


1. In adherence to:
 - a. The Environmental Planner’s memorandum dated September 14, 2022.
 - b. The Health Director’s memorandum dated September 12, 2022
 - c. The Police Chief’s memorandum dated September 12, 2022.
2. 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
SEPTEMBER 20, 2022

ROBERT J. ZANLUNGO JR., CHAIRMAN

MEMORANDUM

To: Town Plan and Zoning Commission

From: Suzanne Simone, Environmental Planner 

Date: September 14, 2022

Re: Proposed Addition to Single Family House: 148 Coldspring Crossing

The plan set entitled "Proposed Garage & Addition Plan, 148 Coldspring Crossing, Prepared by Megson, Heagle & Friend, Dated June 15, 2022" was reviewed with a focus on best management practices to ensure protection of natural resources.

Wetland soils are located in the southern portion of the property, in excess of 200 feet from the proposed addition. A conservation easement exists on the property, establishing a 100-foot buffer to the wetlands. The property is located in a designated watershed requiring that activities within 150 feet of wetlands requires an administrative wetlands permit. Since this activity is located in excess of 200 feet, a wetlands permit is not required.

The area of the proposed addition is currently a lawn. No vegetation, besides lawn, will need to be removed to accommodate the proposed addition.

The property is identified in the June 2022 edition of the Natural Diversity Database (NDDDB) map as being the habitat of a protected species. The applicant is required to submit a review request to the CT DEEP NDDDB to obtain species information, including the best management practices.

The following comments are offered:

1. Erosion controls shall be installed and maintained in proper working condition and shall be repaired and replaced as needed until the site is vegetatively stabilized. All deficiencies shall be corrected within 48 hours of identification.
2. Permittee, or permittee's appointed representative, shall conduct erosion and sediment control inspections a minimum of once per week and within 24 hours prior to a forecasted rain event, and within 24 hours of the end of a weather event producing a rainfall amount of 0.5 inch or greater, to be conducted throughout the construction phase and until the site is vegetatively stabilized.
3. The best management practices provided by the CT DEEP NDDDB in support of species protection shall be stringently adhered to.

September 15, 2022

MEMORANDUM

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

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



Re: 148 Coldspring Crossing
Section 6.11 Accessory Apartment

The Engineering Division has reviewed the plan for the proposed accessory apartment located at 148 Coldspring Crossing and has no comments.



GLASTONBURY POLICE DEPARTMENT

2108 MAIN ST./P.O. BOX 535/GLASTONBURY, CT 06033-0535/(860)633-8301/FAX (860)652-4290

MEMORANDUM

To: Town Plan and Zoning Commission

From: Marshall S. Porter; Chief of Police


Date: September 12, 2022

Subject: Application of Jung Park for a Section 6.11 Special Permit- adding an accessory apartment- 148 Coldspring Crossing.

Members of the Police Department have reviewed the application of Jung Park for a Section 6.11 Special Permit- adding an accessory apartment- 148 Coldspring Crossing.

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

The address of the apartment is clearly posted at the street, as well as at the exterior main entrance to the accessory apartment.



Marshall S. Porter
Chief of Police



Town of Glastonbury
Health Department

Memo

September 12, 2022

To: Jonathan E. Mullen, ACIP, Planner

Fr: Wendy S. Mis, Director of Health 

Re: 148 Coldspring Crossing
Accessory Apartment

This office has received plans dated 6/15/22 from Megson, Heagle and Friend showing an accessory apartment with one bedroom for the above-referenced property.

Approval with respect to CT Public Health Code is forwarded for Commission consideration with the following conditions:

- The three season room is to be constructed on piers, as shown on the plan
- The existing septic tank must be field-located when the foundation is being excavated, with confirmation by Glastonbury Health Department
- Existing septic tank is to be pumped and evaluated by licensed septic pumper prior to occupancy of the addition

TOWN PLAN AND ZONING COMMISSION
PLANS REVIEW SUBCOMMITTEE
Portion of MINUTES OF SEPTEMBER 14, 2022 SPECIAL MEETING

The meeting commenced at 8:00 AM through Zoom Video Conferencing.

Present: Subcommittee Members Robert Zanolungo; Jonathan E. Mullen, AICP, Planner

148 COLDSRING CROSSING -proposal for an accessory apartment - Rural Residence & Flood Zones-John W. MacFarlane, JWM Architects - Jung Park, applicant

John Macfarlane said that the proposal is for an accessory apartment. He noted that the southern end of the property has wetlands and is located in the FEMA flood zone. He stated that he revised the location of the apartment out of those areas. Mr. MacFarlane added that parking for the apartment would be in a single bay detached garage, attached to the main structure by a pergola-covered walkway. He noted that the garage meets all the requirements for detached structures. Mr. Macfarlane added there would be a three-season room and a porch at the south side of the apartment. Mr. Mullen clarified that the three-season room was not considered living space. Mr. Macfarlane confirmed that it will have no heat or air conditioning and would not be living space.

He then went over the apartment floor layout and architectural design of the apartment. Mr. Macfarlane stated that the apartment would be ADA compliant and that the exterior design matches the architectural style of the house. He said that he had received the National Diversity Database (NDDDB) report regarding the presence of endangered species on the property. The report indicated that Eastern Timber Rattlesnakes and Box Turtles were present on the property. He stated that all recommendations in the report will be incorporated into the final building plans. Chairman Zanolungo asked if the space above the garage was suitable for storage. Mr. MacFarlane replied that the hipped roof would not allow for much useable space. Chairman Zanolungo asked about HV AC and utility access. Mr. Macfarlane responded that access to the electrical panel would be in the basement. Chairman Zanolungo expressed concern about the potential for future conversion of basement space in the apartment into livable space. Mr. Mullen stated that would not be permitted.
