

STAFF REPORT

Staff Contact: Gary Haynes, Planner

OFFICE OF COMMUNITY DEVELOPMENT

Tel: (860) 652-7510

Email: planning@glastonbury-ct.gov

Meeting Date: December 12, 2023

Submittal Date: November 1, 2023

Agenda Item: Public Hearing #2

Date of Receipt: November 21, 2023

Application Type: Section 6.11 Accessory Apartment Special Permit

Proposal Address:

290 Main Street

Applicant: Joseph Carollo

Owner: Joseph Carollo

Proposal:

BZR Section 6.11

Zone: Country Residence (CR)

Existing Land Use:

Existing Single Family Home

Attached for Review:

- Draft motion
- Department Memos
- Applicant Packet / Plan Set

Proposal

- The applicant proposes a one-bedroom an 800 sq ft accessory apartment. The accessory apartment was built without permits on the second floor.
- Ingress and egress is through inside stairway and outside stairway.
- The apartment will consist of a kitchen, office, living area, bedroom, and full bath.
- House and accessory apartment are serviced by MDC water and septic.
- Health Department has reviewed and approved the existing septic per their memo dated 12/6/23.



Site location and surrounding land uses

Analysis

Per the goals of Section 6.11, the project would expand the Town's variety of housing types including efficient and affordable housing for singles, couples, single parents with one child, elderly and new households.

The proposal meets the Standards of Section 6.11.3 in terms of size (less than 800SF), number of bedrooms (no more than 1), and kitchen facilities. The site provides ample parking, sufficient for the use. The proposal also meets the all of the design standards in terms of compatibility and scale.

The site will be served by septic, and the proposal has been reviewed and approved by the Health Department.



Town of Glastonbury

COMMUNITY DEVELOPMENT • (860) 652-7510 • planning@glastonbury-ct.gov

TOWN PLAN AND ZONING COMMISSION

SECTION 6.11 SPECIAL PERMIT

Draft Motion

APPLICANT/OWNER:

JOSEPH CAROLLO

290 MAIN STREET

S. GLASTONBURY, CT 06073

FOR: 290 MAIN STREET

MOVED, that the Town Plan and Zoning Commission approve the application of Joeseeph Carollo for a Section 6.11 Special Permit for an Accessory Apartment –290 Main Street– Country Residence Zone – in accordance with plans on file with the Office of Community Development:

And the following conditions:

1. Adherence to:
 - a. The Health Department memorandum dated, December 6, 2023.
 - b. The Police Department memorandum dated, December 4, 2023.
 - c. The Engineering Department memorandum dated, December 6, 2023.
2. 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.
3. Prior to issuance of Building Permit applicant shall file motion of approval on the land records and provide proof of such filing to the Office of Community Development.

APPROVED: TOWN PLAN & ZONING COMMISSION

December 12, 2023

ROBERT J. ZANLUNGO JR, CHAIRMAN




Town of Glastonbury
Health Department

MEMORANDUM

Date: December 6, 2023

To: Town Planning & Zoning, Conservation & WPCA Commissions

From: Don Kendrick, R.S., Sanitarian 

Re: 290 Main Street, accessory apartment

The septic system for this property was designed with excess capacity sufficient to accommodate an additional bedroom. The Department recommends approval of this proposal with the following requirement:

Documentation of a recent (within one year) septic tank pump-out will be required with the building permit application.

Revised 9-22-17



Town of Glastonbury

GLASTONBURY POLICE DEPARTMENT • TEL (860) 633-8301 • FAX (860) 652-4290

CHIEF OF POLICE
Marshall S. Porter

CAPTAIN
Mark Catania

MEMORANDUM

TO: Town Plan and Zoning Commission

FROM: Marshall S. Porter, Chief of Police

DATE: 12/04/2023

RE: Special Permit- Accessory Apartment, 290 Main St.

Members of the Police Department have reviewed the application for the Accessory Apartment at 290 Main St. The Police Department has no objection to the proposal so long as the lot is numbered in accordance with section 17-19 of the Town Code of Ordinances.


MSP/ns



December 6, 2023

MEMORANDUM

To: Town Plan and Zoning Commission
Shelley Caltagirone, Director of Planning and Land Use Services

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



Re: 290 Main Street
Section 6.11 Accessory Apartment Special Permit

The Engineering Division has reviewed the application materials for the proposed accessory apartment located at 290 Main Street and has no comments. This location is serviced by a private septic system and there was no site plan submitted or indication that any site improvements are required.

TOWN PLAN AND ZONING COMMISSION
GLASTONBURY, CT
APPLICATION FOR SPECIAL PERMIT

Application for:

- _____ Section 12 Special Permit with Design Review (SPDR)
- _____ Section 12.9 Minor Change to an approved Section 12 SPDR
- _____ Section 6.2 Excavation Special Permit
- _____ Section 6.8 Rear Lot Special Permit
- _____ Section 4.11 Flood Zone Special Permit
- Section 6.11 Accessory Apartment Special Permit**
- _____ ** Applicant must submit addresses of property owners within 100 feet
of the premises in accordance with Section 6.11.4 of the Building-Zone Regulations
- _____ Other

Application and fee to be submitted with 14 sets of plans - see other side for fees.

Consult appropriate section(s) of the Glastonbury Building Zone Regulations to determine standards and criteria for application evaluation.

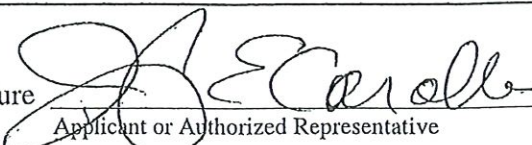
Applicant	Property Owner
Name <u>Joseph Carollo</u>	Name <u>Same</u>
Address <u>290 MAIN Street</u>	Address _____
<u>S. Glastonbury</u>	_____
Telephone <u>860 280 8080</u>	Telephone _____
Fax <u>860 371-3256</u>	Fax _____

Location of proposed use Same
(include street address
if applicable) _____

Map/Street/Lot ^D 13/4/40/E0/68 Zoning District of proposal ~~R0~~ CR

Nature of request, including type of use, reasons for application, etc.

Accessory Apartment

Signature  Signature _____
Applicant or Authorized Representative Owner or Authorized Representative

Date 11/1/2023 Date _____

Fees:

Special Permits:

Sec. 12 SPDR, Sec. 6.2, Sec. 6.8,
Sec. 4.11, Sec. 6.11, Other

\$200.00
plus \$60.00 State of Connecticut Fee = \$260.00

Sec. 12 SPDR - an additional fee of \$25 for each
2,000 sq. ft. over 10,000 sq. ft. is required

Sec. 6.2 Excavation Special Permit - an additional fee of
\$40 for each 5 acres or portion thereof in excess of 10 acres

Sec. 12.9 Minor Change

\$50.00
plus \$60.00 State of Connecticut Fee = \$110.00

For Office Use

Date Received:

11/13/23

Fee Paid:

260.00

Cash Check

#1398

Public Hearing Scheduled

12/12/23

Public Hearing Advertised

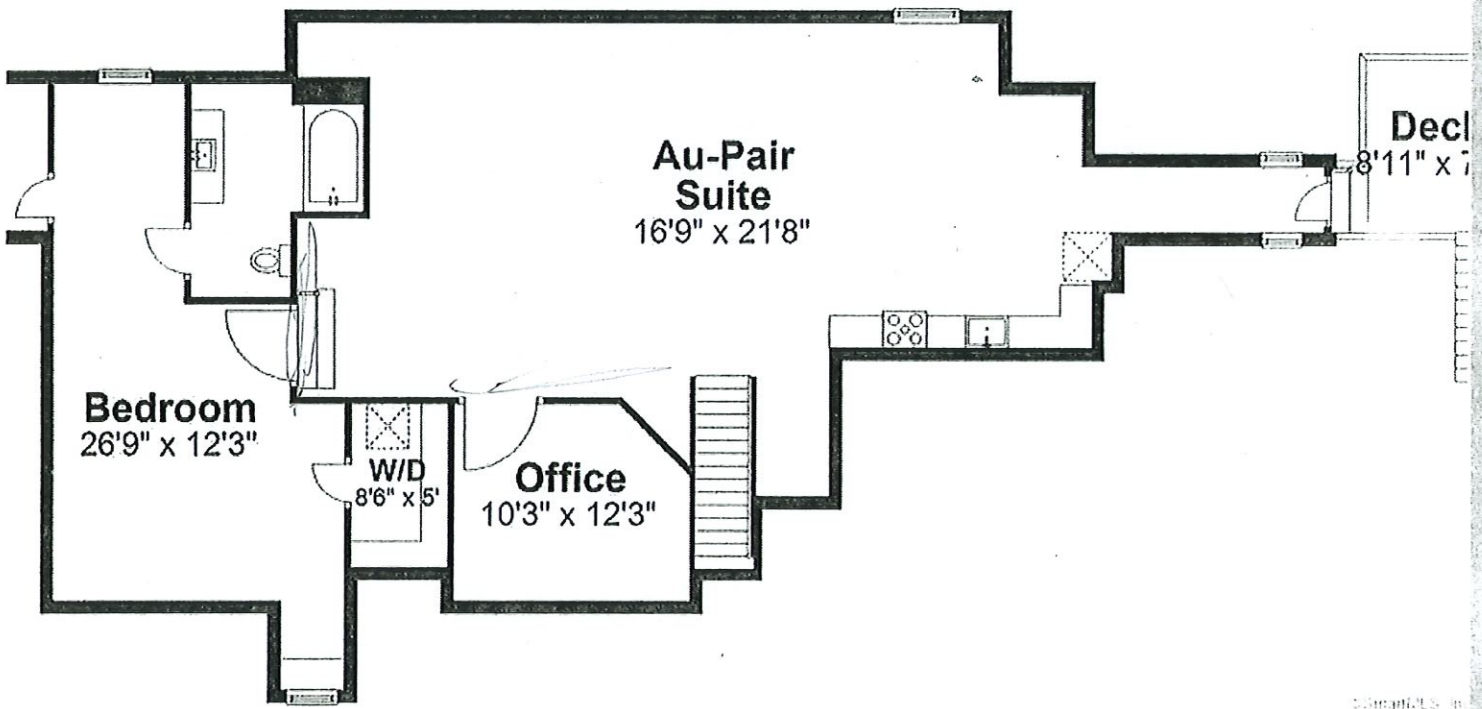
(1) _____

(2) _____

Action

Notice of Action

Second Floor









Town of Glastonbury GIS



1 : 828



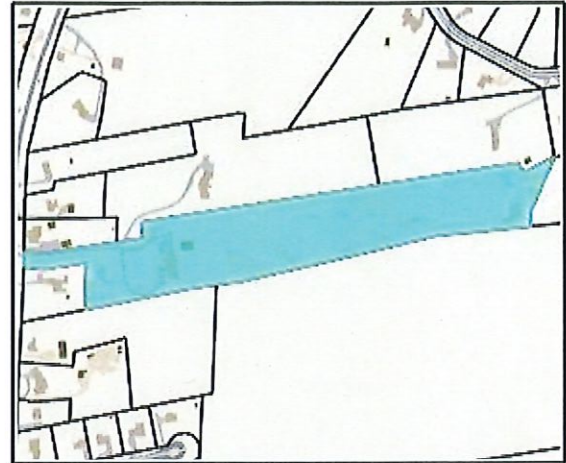
This map is a user generated static output from an Internet mapping site and is for reference only. Property boundaries and other data layers that appear on this map may or may not be accurate, current, or otherwise reliable. The Town of Glastonbury and the mapping companies assume no legal responsibility for the information contained in this data. THIS MAP DOES NOT REPRESENT A LEGAL BOUNDARY DETERMINATION.

Owner of Record

GIS ID: 41400290
 Owner: CAROLLO JOSEPH E
 Co-Owner:
 Address: 290 MAIN ST
 City, State ZIP: S GLASTONBURY, CT 06073-0144

Account Number: 41400290

Property Address: 290 MAIN ST



Property highlighted in blue

Parcel Information

Map/Street/Lot D13 / 4140 / E0168 Property ID: 370
 Developer Lot ID: Water: Well-MDC
 Parcel Acreage: 10.19 Sewer: Septic
 Zoning Code: RR Census: 5205.01

Valuation Summary

Item	Appraised Value	Assessed Value
Buildings	815100	570600
Land	206700	144700
Appurtenances	70000	49100
Total	1091800	764400



Owner of Record

CAROLLO JOSEPH E
 CAROLLO JOSEPH E+
 CAROLLO JOSEPH E+CHRISTINE B
 BALF CO THE

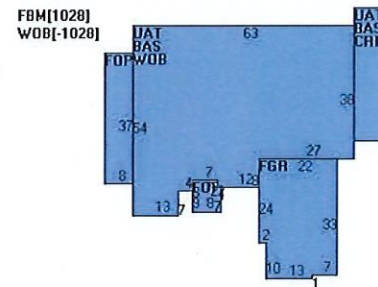
Deed / Page Sale Date Sale Price

2928/0064 2011-12-08 0
 2928/0063 2011-12-08 0
 1031/0135 1996-08-30 85000
 0780/0338 1993-06-17 0

Building Information

Building ID 370

Year Constructed : 2000 Number of Rooms : 12
 Building Type : Residential Number of Bedrooms : 05
 Style : Custom Design Number of Bathrooms : 4
 Occupancy : Single Family Number of Half-Baths : 2
 Stories : 1 Exterior Wall : Vinyl
 Building Zone : RR Interior Wall : Drywall
 Roof Type : Hip Interior Floor : Hardwood
 Roof Material : Asphalt Shingl Interior Floor #2 : Carpet
 Est. Gross S.F. : 11581 Air Conditioning Type : Central
 Est. Living S.F. : 4486 Heat Type : Forced Air
 Fuel Type : Gas



Subarea Type	Est. Gross S.F.	Est. Living S.F.	Outbuilding Type	Est. Gross S.F.	Comments
First Floor	3498	3498	Patio-Pavers	704.00	
Crawl	722	0	Pool IG Vinyl	756.00	
Finished Attic	2776	555	Stable	1536.00	
Basement, Finished	1500	0			
Garage	721	0			
Half Story, Finished	722	433			
Porch, Open	366	0			
Walk out basement	1276	0			