



STAFF REPORT

Staff Contact: Gary Haynes, Planner

OFFICE OF COMMUNITY DEVELOPMENT

Tel: (860) 652-7510

Email: planning@glastonbury-ct.gov

Meeting Date: October 15, 2024

Submittal Date: September 16, 2024

Agenda Item: Public Hearing #1

Date of Receipt: September 17, 2024

Application Type: Section 6.11 Accessory Apartment Special Permit

Proposal Address:

197 Paxton Way

Applicant: Kim Crockwell

Owner: Kim Crockwell

Proposal:

BZR Section 6.11

Zone: Rural Residence (RR)

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 will be contained within the basement.
- Ingress and egress is through inside stairway and outside doorway.
- The apartment will consist of a kitchen, living area, bedroom, and full bath.
- House and accessory apartment are serviced by MDC water and public sewer.



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 public water and sewer.



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:

KIM CROCKWELL

197 PAXTON WAY

GLASTONBURY, CT 06033

FOR: 197 PAXTON WAY ACCESSORY APARTMENT

MOVED, that the Town Plan and Zoning Commission approve the application of Kim Crockwell for a Section 6.11 Special Permit for an Accessory Apartment –197 Paxton Way– Rural 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, October 9, 2024.
 - b. The Police Department memorandum dated, October 7, 2024.
 - c. The Engineering Department memorandum dated, October 10, 2024.
 - d. The Fire Marshal's memorandum dated, October 2, 2024.
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

October 15, 2024

ROBERT J. ZANLUNGO JR, CHAIRMAN



Town of Glastonbury
Health Department

Memo

October 9, 2024

To: Shelley Caltagirone, Director Planning and Land Use Services

Fr: Wendy S. Mis, Director of Health *wsm*

Re: 197 Paxton Way
Accessory Apartment

This office has reviewed plans for the above-referenced property's proposed accessory apartment.

No public health concerns are identified with this activity. Approval with respect to CT Public Health Code and Glastonbury Code of Ordinances is forwarded for Commission consideration.



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: 10/07/2024

RE: 197 Paxton Way- Accessory Apartment Special Permit

Members of the Police Department have reviewed the application and plans for an accessory apartment at 197 Paxton Way. The Police Department has no objection to the proposal.

MSP/ns



October 10, 2024

MEMORANDUM

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

From: Stephen Braun, Assistant Town Engineer

Stephen
M. Braun
Digitally signed by
Stephen M. Braun
Date: 2024.10.10
09:59:56-04'00'

Re: 197 Paxton Way
Section 6.11 Accessory Apartment Special Permit

The Engineering Division has reviewed the plans for the proposed accessory apartment located at 197 Paxton Way and has the following comment:

1. This property will be subject to a supplement sewer assessment from the WPCA as a result of the proposed improvements which will be assessed at the time of building permit application. The applicant should contact the Engineering Division for additional information.



Town of Glastonbury

FIRE MARSHAL'S OFFICE • (860) 652-7526 • FireMarshal@glastonbury-ct.gov

TO: Gary Haynes; Planner

FROM: Michael Makuch; Fire Marshal

DATE: October 2, 2024

RE: October 15, 2024 TP&Z Meeting-Item #3-197 Paxton Way.

The Fire Marshal's Office has done a review of the submission and finds that there is no jurisdiction for this project.

Respectfully,

MM Makuch

Michael Makuch
Fire Marshal

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

Application for:

- _____ Section 12 Special Permit with Design Review (SPDR)
- _____ Section 12.8 Change of Use to an approved SPDR
- _____ Section 12.9 Minor Change to an approved SPDR
- _____ Section 12.10 Insignificant Change to an approved SPDR
- _____ Section 6.2 Excavation Special Permit
- _____ Section 6.8 Rear Lot 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
- _____ Section 4.11 Flood Zone Special Permit
- _____ Other

209 Paxton Way
185 Paxton Way

Application, Development Plan Review Checklist*, and fee (see page 2) to be submitted with 14 sets of plans. Consult Glastonbury Building-Zone Regulation Sections 12.4 and 12.5 and other relevant sections to determine standards and criteria for application evaluation, including special noticing requirements to abutters.

*Development Plan Review Checklist requirements do not apply to Section 12.9, 12.10 or 6.11 applications.

Applicant

Property Owner

Name Kim Crockwell
 Address 197 Paxton Way
 Telephone 860 519 7326
 Email kcrockwell@jeffersonradiology.com

Name _____
 Address ← SAME
 Telephone _____
 Email _____

Address of proposed use 197 Paxton Way, Glastonbury CT 06033

Map/Street/Lot _____ / _____ / _____ Zoning District of proposal _____

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

Accessory apartment for family member.

Signature Kimberly Crockwell
 Applicant or Authorized Representative

Signature same
 Owner or Authorized Representative

Date 9.9.24

Date _____

TOWN OF GLASTONBURY - OFFICE OF COMMUNITY DEVELOPMENT
STATE OF CONNECTICUT SIXTY DOLLAR (\$60.00) ADDITIONAL FEE REQUIRED

In accordance with Public Act 92-235 the State of Connecticut requires that any person, firm or corporation making application for approval of land use applications pay a sixty dollar (\$60.00) fee, in addition to any other fee which is required for application.

The following applications require submission of fee:

- Special Permits
- Subdivision and Resubdivision
- Change of Zone
- Planned Area Development Final Development Plan
- Inland Wetlands and Watercourses Permit
- Special Exceptions and Variances

Such fee shall be collected by the Town. Of the sixty dollars (\$60.00) collected; two dollars (\$2.00) shall be retained by the Town to cover administrative costs; and fifty-eight dollars (\$58.00) shall be deposited in the "Environmental Quality Fund established pursuant to Section 22a-27g" of the Connecticut General Statutes.

Please provide the following information and submit this form and the sixty dollar (\$60.00) fee to the Office of Community Development and/or Building Department upon submission of each application.

Name of Applicant Kimberly Crockwell
Address 197 Paxton Way
Glastonbury CT 06033
Name of Project Accessory apartment
Address 197 Paxton Way
Glastonbury CT 06033

Type of Application:

Special Permit Section Number C-11
Subdivision and Resubdivision _____
Change of Zone _____
Planned Area Development _____
Final Development Plan and/or Zone Change _____
Inland Wetlands and Watercourses Permit _____
Special Exceptions and Variances _____

Date Fee Received _____

By _____

Project Number _____

Special Permits:

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

\$200.00 + \$100.00 public hearing notice fee
plus \$60.00 State of Connecticut Fee = \$360.00

Sec. 12 SPDR - an additional fee of \$20 for each
1,000 sq. ft. over 5,000 sq. ft. is required

Sec. 6.2 Excavation Special Permit - an additional \$50 plus
\$50 for each 5 acres of disturbed area or portion thereof in
excess of 5 acres

Sec. 12.9 Minor Change

\$100.00 plus \$60.00 State of Connecticut Fee = \$170.00

Sec. 12.10 Insignificant Change

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

For Office Use

Date Received: _____

Fee Paid: _____ Cash / Check

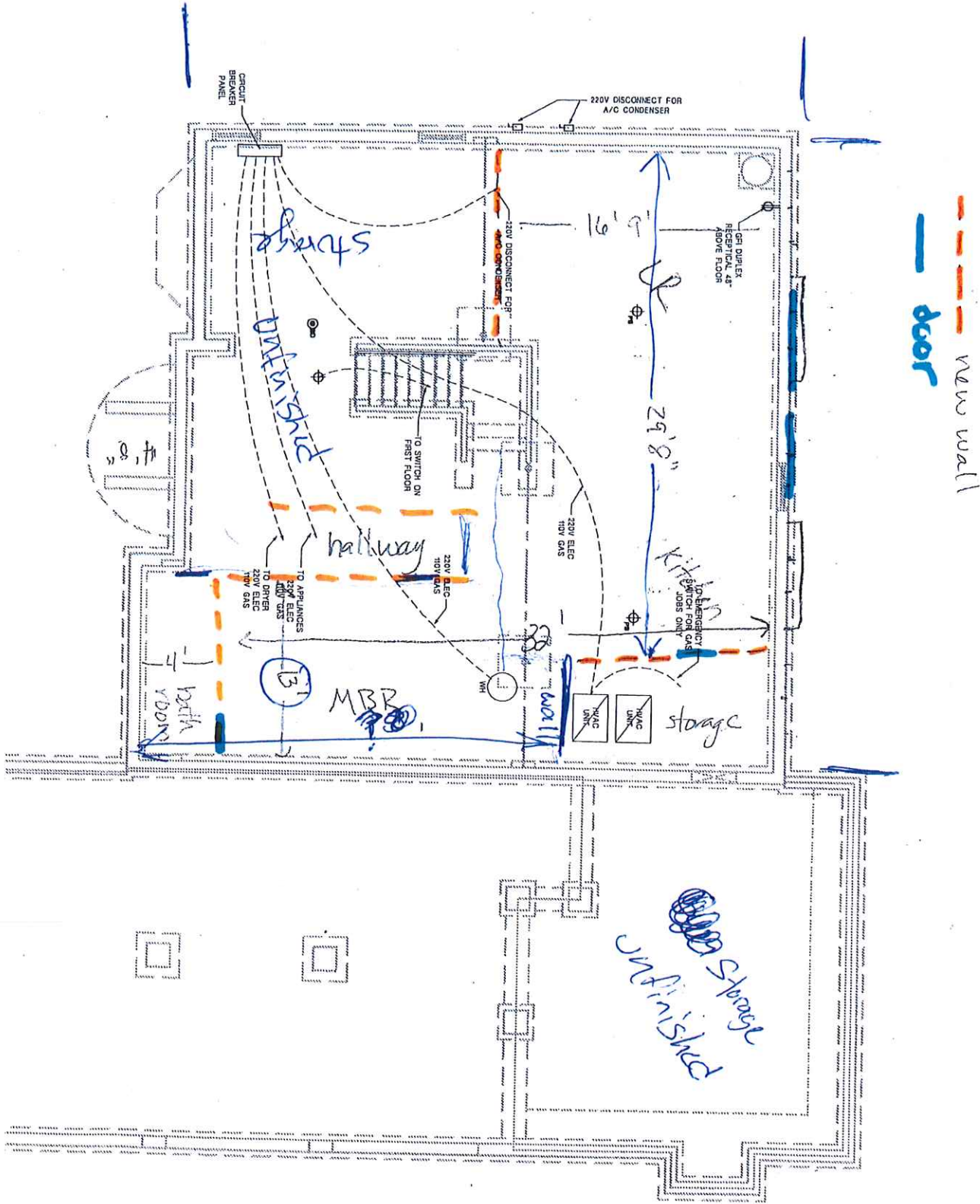
Public Hearing Scheduled _____

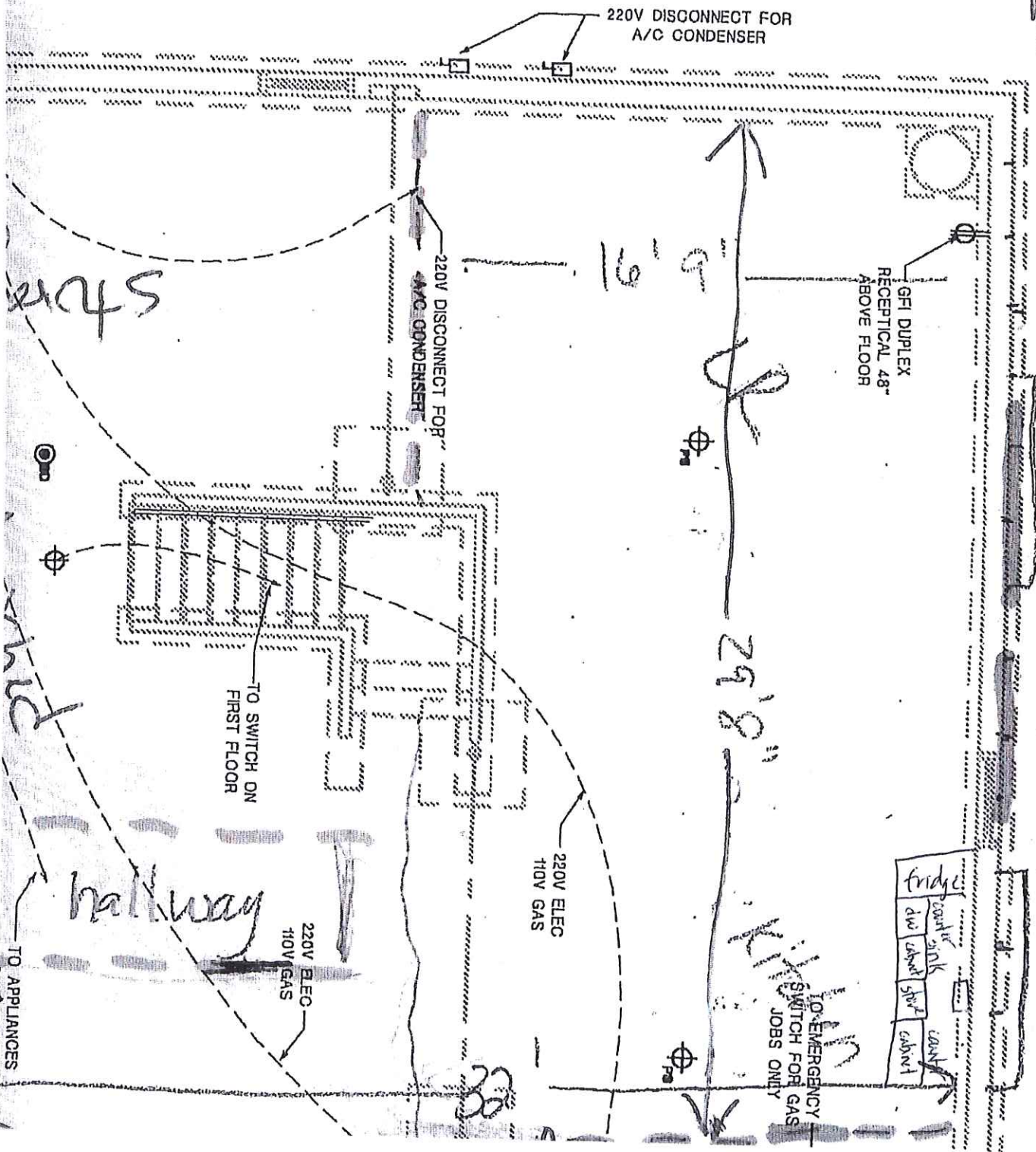
Public Hearing Advertised (1) _____

(2) _____

Action _____

Notice of Action _____





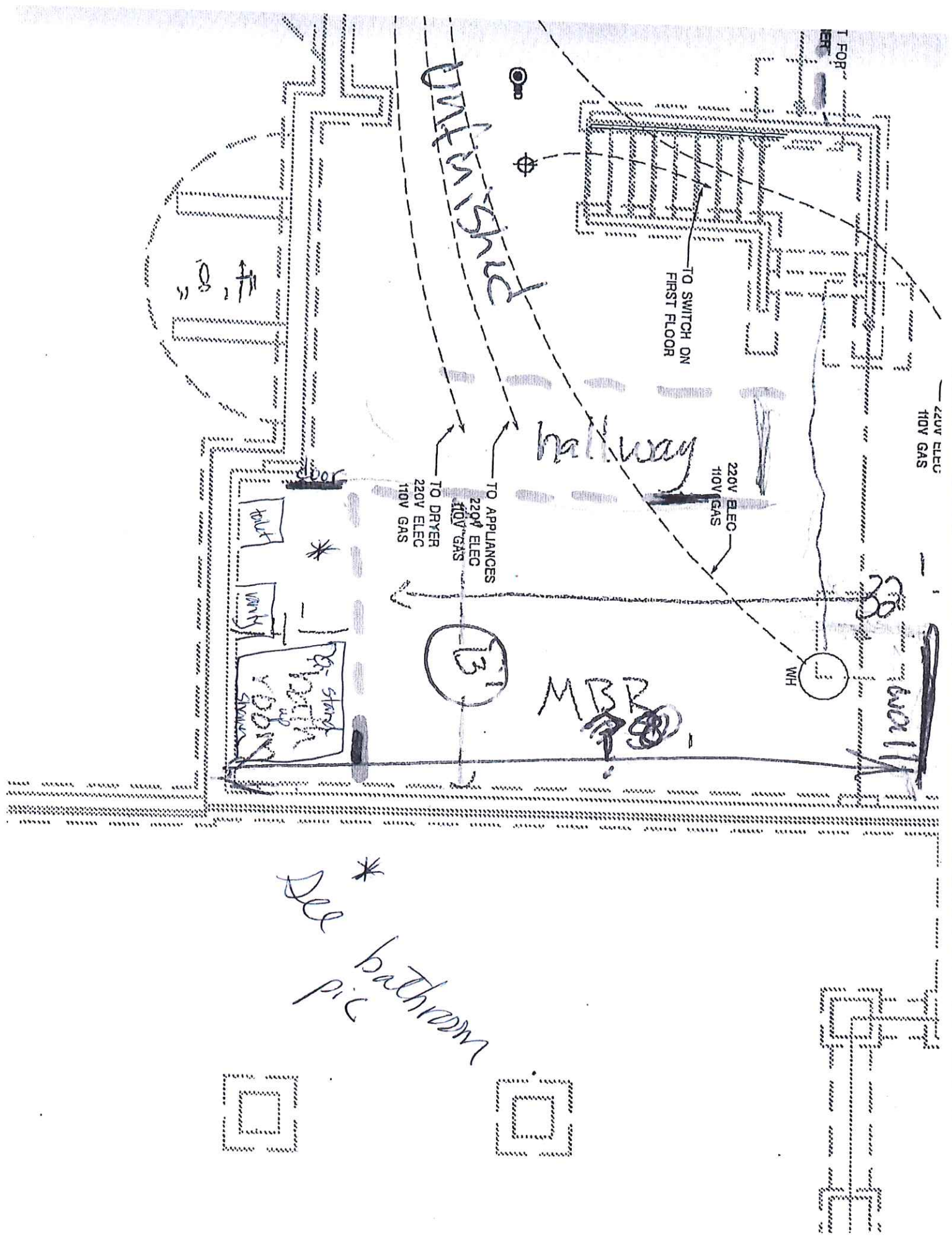
* see kitchen pic

195"

Kitchen pic



94 1/2" Long
127" Wide



UNFINISHED

hallway

MBR

garage

1, 2

See * bathroom pic

T FOR

TO SWITCH ON FIRST FLOOR

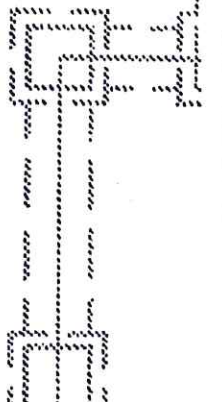
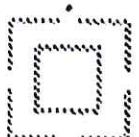
220V ELEC
110V GAS

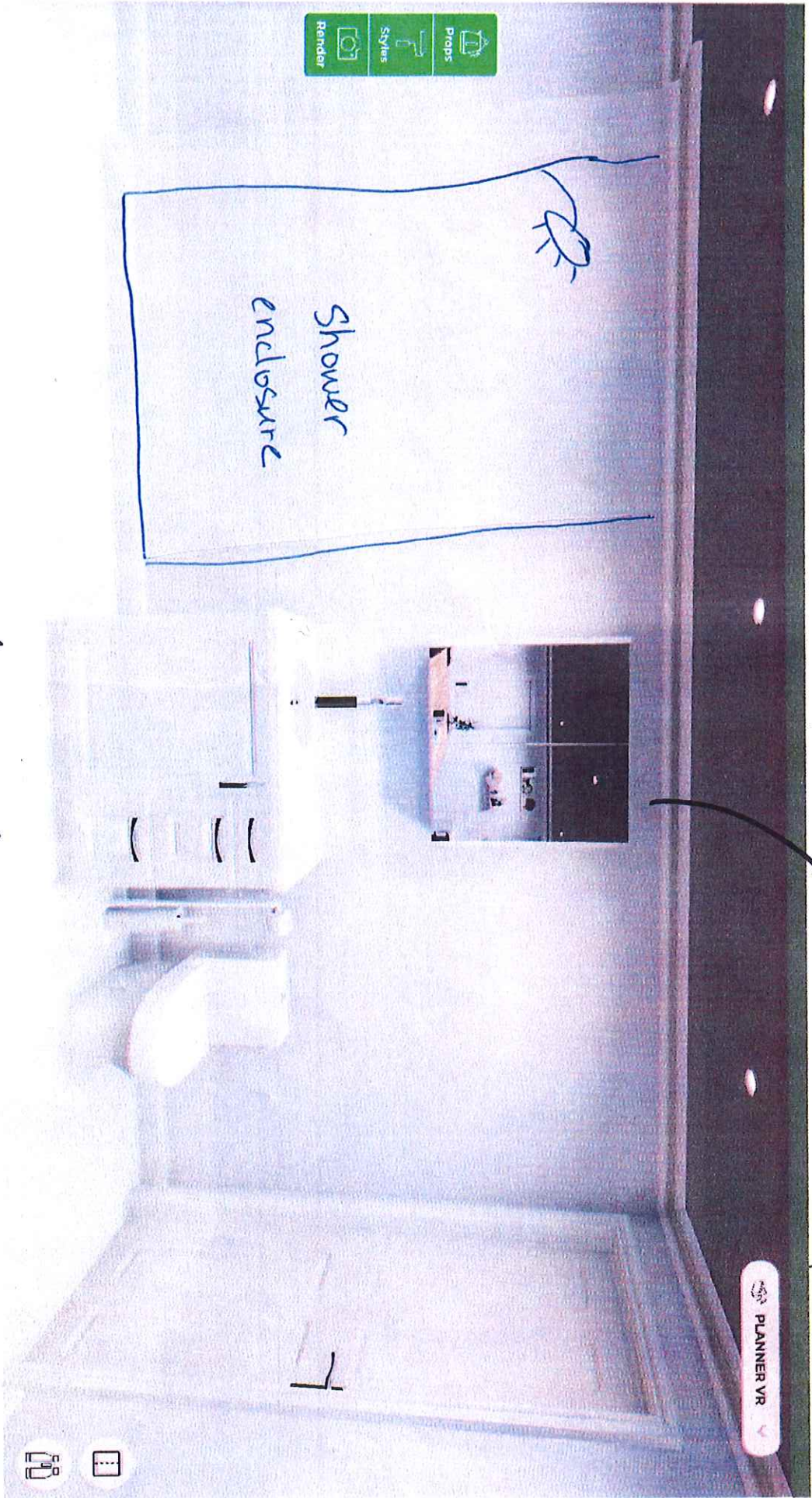
220V ELEC
110V GAS

TO APPLIANCES
220V ELEC
110V GAS

TO DRYER
220V ELEC
110V GAS

WH





Render
Styles
Props

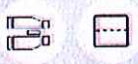
Shower enclosure

30"
bathroom viz

24"

12"

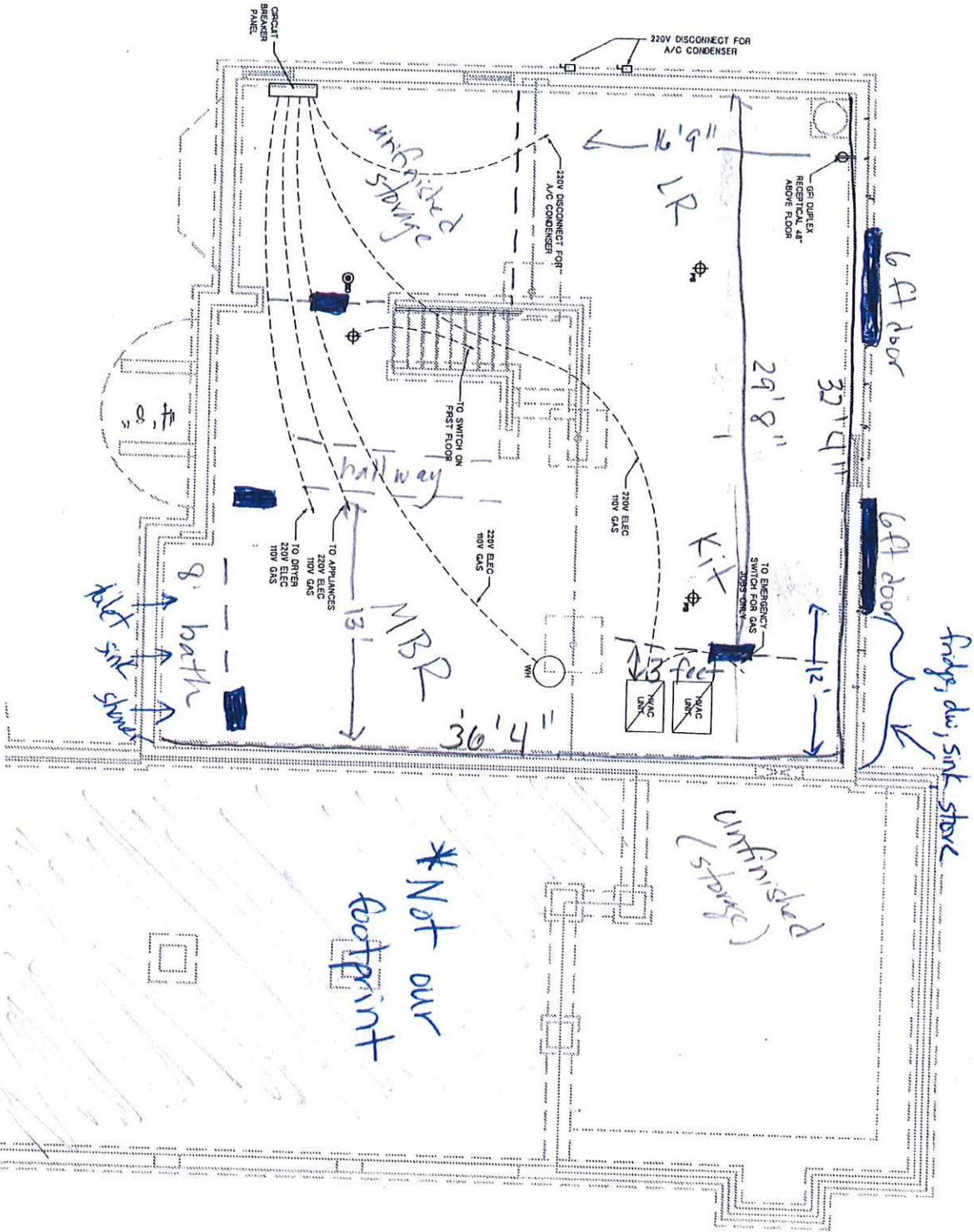
PLANNER VR



█ = doorways

--- = new walls

Garage - the "L" measures 32'4" x 36'4" (minus 14'10" x 4' hallway)



*Not our footprint

Unfinished storage

fridge, div, sink stove