

Appeal Period Expires <u>10/7/21</u> Zoning District <u>RDD-I</u>	<b>Town of Essex, Vermont</b> <b>Application for Zoning Permit</b> (Building Permit)	Application Date <u>9/21/21</u> Permit Number <u>2021-178</u>
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- Contact State Permit Specialist Jeff McMahon (477-2241) to check for state permitting and/or setbacks.
- Post permit card visible to the road immediately as Permit is appealable within 15 days of issuance.
- Call the Zoning Administrator at 878-1343 to schedule a Certificate of Occupancy inspection if indicated below as required.
- Call the Assessor at 878-1345 to schedule a re-assessment upon completion of work.

Signed:

**A** Parcel Account Numb. (Map-Parcel-Lot) 2- 072-003-004

Property Address: 4 Corporate Dr.

Owner: Four Hounds Property Group LLC

Owner Address: 354 Prim Rd, Suite 3, Colchester, VT 05446

Owner Phone: (work) \_\_\_\_\_ (home) \_\_\_\_\_  
 (cell) mattswashandwax@hotmail.com (Email)

Tenants name: Matt's Wash & Wax Phone: 802 307 2559  
Matt Martelle (6X) Cell: \_\_\_\_\_

Estimated Construction Dates: Start: 10/21 Completion: 10/21

Sq. Feet: existing Estimated Cost (labor & materials): \$ 0

**B** Sewage Disposal (Please attach Sewer or Septic Application).

Public  Septic  Connection Fee \$ \_\_\_\_\_ Date Paid: 1/1

Proposed New Bedrooms: \_\_\_\_\_ Existing Bedrooms existing

**C** Water (Please attach Water Service Application).

Public  Well  Fee \$ \_\_\_\_\_ Date Paid: existing

**D** Driveway (Please attach copy of approved Curbcut / Utility Application).

Date of approval 1/1 existing

**E** Stormwater

Project disturbs an area greater than or equal to 1 acre – Erosion Control Permit Required. Attach completed permit application.

Project creates new or expands existing impervious surface greater than or equal to 1/2 acre – Erosion Control Permit and Stormwater Management Permit required. Attach completed permit application.

**F** Diagram – Show a sketch of project on reverse of this application with property lines, building, and setbacks or attach separate sheet.

**G** see attached

Signature of Tenant and Signature of Owner <u>Matt Martelle</u>	dotloop verified 09/16/21 5:01 PM EDT 4ZTQ-DO15-3U1M-FRXU
<u>Taylor Congleton</u>	dotloop verified 09/16/21 6:10 PM EDT AYWH-BAZD-GN9M-DYOR

**G**

Check box(es) which describe proposed use or construction (circle choice in parenthesis).

**N = New A = Addition R = Remodel**

Residential:	N	A	R
Single Family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two-family (duplex)(other)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multi-family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condominium / Townhouse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobile home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Inclusions or Additions:</b>			
Garage (attached) (detached)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porch (enclosed) (open)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deck	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool (in) (above) ground	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barn (residential) (agriculture)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Non-residential:</b>			
Commercial / Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Stormwater:</b>			
Stormwater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Other:</b>			
Change in use <u>vehicle wash wax</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renewal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Office Use Only**

Fees:	Type	Amount	Date Pd
Permit		\$ <u>85</u>	<u>1/1</u>
Recreation		\$ _____	
Recording		\$ <u>30</u>	<u>9/21/21</u> <u>MS</u>
Certificate of Occ		\$ <u>75</u>	<u>1/1</u>
Other		\$ _____	<u>1/1</u>

**Building Permit**

Approved  Rejected  Date 9/22/21

Issued to: Four Hounds Property Group LLC + Matt's Wash & Wax

Zoning Administrator: Steven L Kelly

Notes: floor drain + oil separator in place.

C.O. Required  Yes  No

**THIS PERMIT VALID FOR TWELVE (12) MONTHS FROM DATE OF ISSUE  
 RENEW FOR 1 YEAR (FREE) IF NOT EXPIRED**

## Sharon Kelley

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**From:** Matthew Martelle <mattswashandwax@hotmail.com>  
**Sent:** Thursday, September 9, 2021 11:54 AM  
**To:** Sharon Kelley  
**Subject:** Matt's Wash & Wax, 4 Corporate Drive Essex

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Hello Sharon:

This is Matt Martelle at Matt's Wash & Wax. I just wanted to give you an update. I'm proposing to lease a space at 4 corporate drive in Essex. I'm working with Megan McGovern from Donahue & Associates.

I've met with Paul O'leary this morning and he is working on getting you and public works the information needed. O'leary and Burke did the engineering for 4 corporate dive and Paul confirmed that the floor drain is connected to an oil water separator.

We are looking to lease this location as our business is growing in Jericho. We currently have 5 employees and see around 15 car at the most drive in an out of our current location during a given weekday.

I look forward to working with you and getting you any information you need.

Many thanks

Matt

Visit our Website: [www.autodetailingvt.com](http://www.autodetailingvt.com)

Instagram: #mattswashandwax

Facebook: Autodetailingvt

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## Sharon Kelley

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**From:** Matthew Martelle <mattswashandwax@hotmail.com>  
**Sent:** Tuesday, September 14, 2021 2:18 PM  
**To:** Sharon Kelley  
**Subject:** Matt's Wash & Wax, Water Usage

CAUTION: EXTERNAL MAIL. DO NOT CLICK ON LINKS OR OPEN ATTACHMENTS YOU DO NOT TRUST

Hello Sharon:

This is Matt Martelle from Matt's Wash & Wax. I spoke with Paul O'leary and he provided me the water usage of 540 per day. This number is based off my current shop in Jericho that is on Champaign Water District. He averaged the last 6 year worth of data that CWD provided.

The location that I'm proposing to lease, 4 Corporate drive, currently was engineered as a wash bay for tractor trailer trucks. Paul has confirmed that an oil water separator was installed in this location when it was built a few years back. The current water allocation for this building is 120 per day.

The owners of the building at 4 corporate Drive, are planing on providing you with a change of use for this location. Paul indicated that we would not need to change the WW permit that is already in place. Can you please let me know if you need anything from me before I have the owners work on changing the use.

Thank you for your time,

Matthew Martelle  
802-307-2559

Visit our Website: [www.autodetailingvt.com](http://www.autodetailingvt.com)

Instagram: #mattswashandwax  
Facebook: Autodetailingvt

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