

Appeal Period Expires 11/5/24  
 Zoning District AR + SRPO

**Town of Essex, Vermont**  
**Application for Zoning Permit**  
 (Building Permit)

Application Date 1/1  
 Permit Number 2024-201

- 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.
- Provide a diagram showing proposal and any easements, well or septic locations, etc.

**SIGN HERE:** [Signature]

**Parcel Account Numb.** (Map-Parcel-Lot) 2- 014-560-001

**Property Address:** 335 Chapin Road Essex VT 05452

**Owner:** Jonathan + Aimee Matthews

**Owner Address:** 278 Chapin Road Essex, VT 05452

**A Owner Phone:** (work) \_\_\_\_\_ (Cell) 802-578-3653  
 (Email) jamathews827@gmail.com

**Tenants name:** A&M Construction Phone: \_\_\_\_\_  
 (or contractor) Cell: 802-310-6127

**Estimated Construction Dates:** Start: 10/24/24 Completion: 5/1/25

**Sq. Feet:** 1656 **Estimated Cost (labor & materials):** \$ 375,900

**G**

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

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

<b>Residential:</b>	N	A	R
(Single Family)	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porch (enclosed) (open)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(Deck)	<input checked="" 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	<input 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"/>

**B Sewage Disposal** (Please attach Sewer and/or State Septic Approval).

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

Proposed New Bedrooms: 3 Existing Bedrooms WW-4-5590

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

Public  Well  Fee \$ \_\_\_\_\_ Date Paid: 1/1

WW-4-5590

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

Date of approval: 1/1 Attached

**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.

To be constructed pursuant to PC Approval # 2023-11

Signature of Tenant and Signature of Owner [Signature]

**Office Use Only**

Fees:	Type	Amount	Date Pd
Permit		\$ <u>1,013.</u>	<u>10/17/24</u>
Recreation		\$ <u>628.</u>	
Recording		\$ <u>30.-</u>	
Certificate of Occ		\$ <u>100</u>	
Other	<u>GRAVEL</u>	\$ <u>1,968.20</u>	

Approved  Rejected  Date 10/29/24

Issued to: Jonathan + Aimee Matthews

Zoning Administrator: [Signature]

Notes: \_\_\_\_\_

C.O. Required Yes  No   
 (Certificate of Occupancy)

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

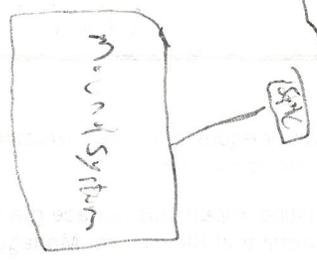
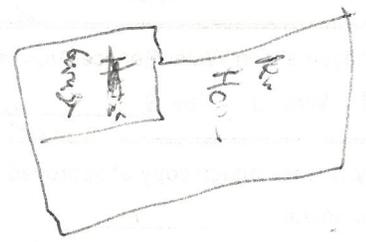
F Diagram - Provide diagram here and include all setbacks

Neil McEvins

Right of way Hwy McEvins

Chapin Road

Earle McEvins



Earle  
McEvins

**TOWN OF ESSEX, VERMONT**  
**APPLICATION FOR CURB CUT / UTILITY PERMIT**

Pursuant to Title 19 V.S.A. Section 43. Application for curb cut and Utility Installation in Town Right-of-Way

All applications for curb cuts and utility installations shall be submitted to the Director of Public Works / Town Engineer for review. Applicants shall submit the information requested on this form and any additional information requested by the Director of Public Works / Town Engineer for a clear understanding of this application. The permit is issued under authority of the Town Manager in accordance with Section 601 of the Town Charter and 24 V.S.A. paragraph 1236 (2).

Application No. \_\_\_\_\_ Date 10/17/24  
Property Address: 335 Chapin Rd  
Owner Address: 278 Chapin Rd  
Owner Name: Jonathan Matthews  
Phone Number: (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 802-578-3653  
Tax Map # 014 Tax Parcel 560 Tax Lot 00-1

Application is for: (check one)

A) <sup>New</sup> New Curb Cut  B) Utility Installation: Overhead  Underground

(shared on existing)  
Please use attached diagram to describe location and type of installation.

Comments by Director of Public Works / Town Engineer:

Culvert: Yes  No  Water Bar(s): Yes  No

EXISTING  
Culvert Diameter: (18 inch minimum) \_\_\_\_\_ Total length of Culvert: (30 foot minimum) \_\_\_\_\_

\*\*\* FOR OFFICE USE ONLY \*\*\*

Signature of Owner:

[Signature]

Fee Paid \$ n/a

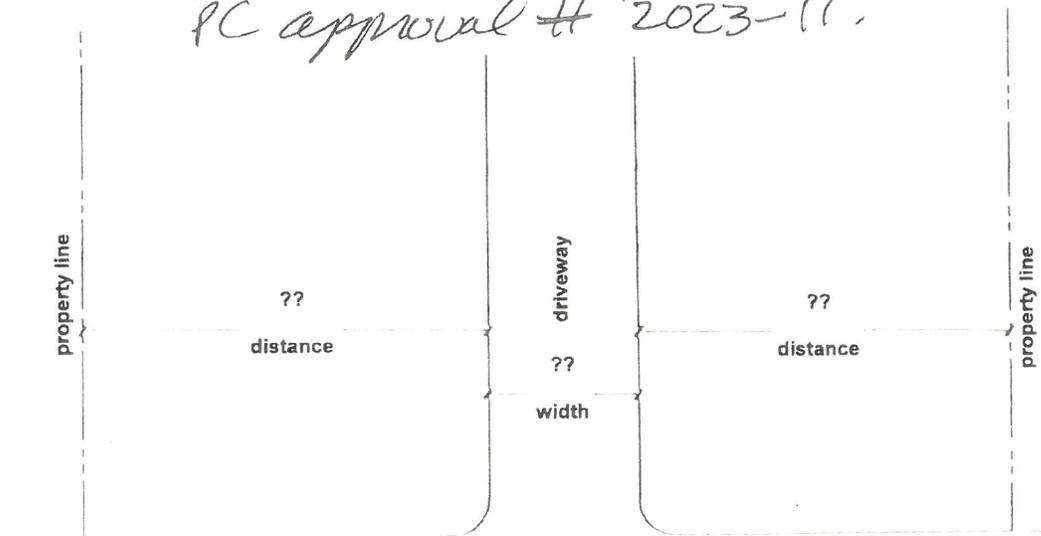
Approved  Rejected

[Signature]  
Per Authority of the Town Manager by the  
Director of Public Works / Town Engineer

1. Culvert must be HIGH DENSITY POLYETHYLENE (HDPE) PIPE
2. Culvert will be purchased by the Applicant  
Culvert will be purchased and installed by the applicant. The Town of Essex Department of Public Works will inspect.
- 3.

Note: A MINIMUM OF 24 HOURS NOTICE IS REQUIRED PRIOR TO COMMENCEMENT OF CONSTRUCTION. WITHIN 24 HOURS OF COMPLETION, THE APPLICANT IS REQUIRED TO NOTIFY THE DIRECTOR OF PUBLIC WORKS / TOWN ENGINEER FOR INSPECTION PURPOSES.

To be constructed pursuant to  
PC approval # 2023-11.



335 Chapin Rd

STREET NAME

Comments and / or special instructions from Director of Public Works / Town Engineer :

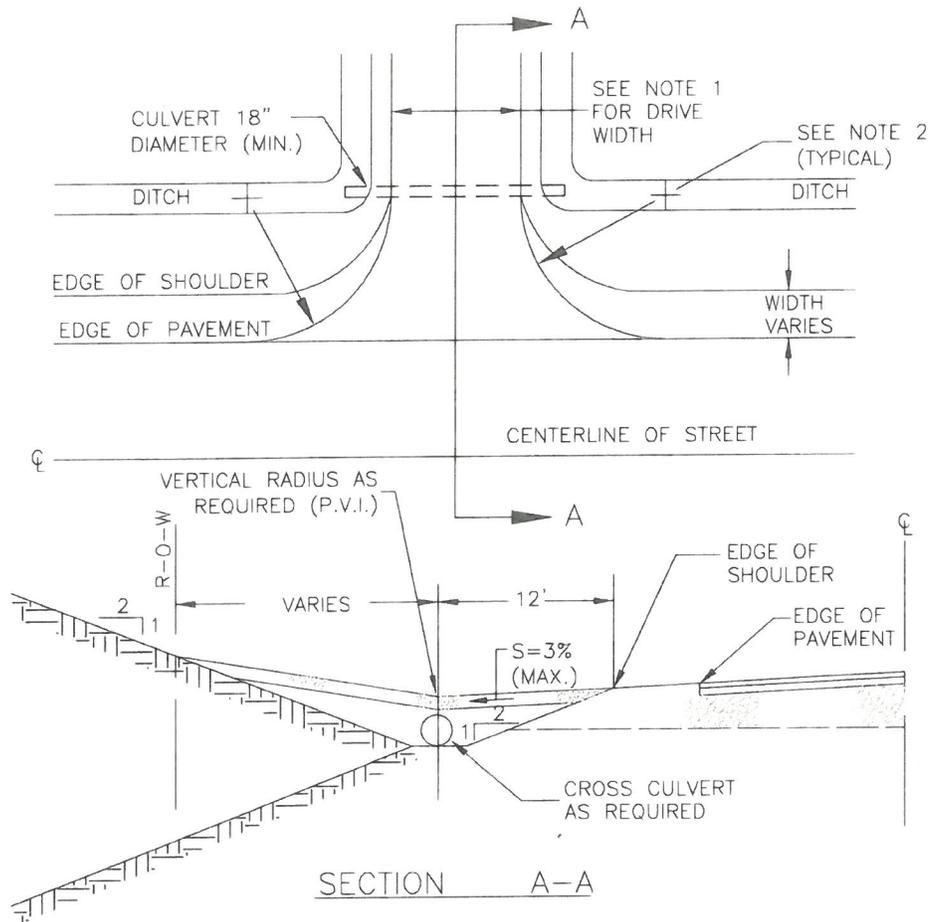
- DRIVE APRON RECONSTRUCTED.

~~AS~~ TO BE CONSTRUCTED AS PER ATTACHED  
DETAILS A-10 & A-9

• 15' DRIVE WIDTH AT R.O.W. LINE MAXIMUM.

• SLOPE AWAY (2% TO 3%) FROM TRAVEL WAY TO  
DRIVE CULVERT (EXISTING)

NOTE: A MINIMUM OF 24 HOURS IS REQUIRED PRIOR TO COMMENCEMENT OF  
CONSTRUCTION. WITHIN 24 HOURS OF COMPLETION, THE APPLICANT IS REQUIRED TO NOTIFY  
THE DIRECTOR OF PUBLIC WORKS / TOWN ENGINEER FOR INSPECTION PURPOSES.



**NOTES :**

- 1) DRIVE WIDTHS SHALL BE AS FOLLOWS  
 SINGLE DRIVE: 10 FEET (MIN.)  
 DOUBLE DRIVE: 15 FEET (MAX.)  
 COMMERCIAL DRIVE: 40 FEET (MAX.)
  
- 2) EDGE OF PAVEMENT RADII  
 MAJOR / COLLECTOR ROAD: 30 FEET  
 MINOR ROAD / DEAD END: 25 FEET  
 COMMERCIAL / INDUSTRIAL: 30 FEET (MIN.)
  
- 3) MAXIMUM DRIVE GRADE SHALL BE 3%  
 FROM PVI TO EDGE OF SHOULDER



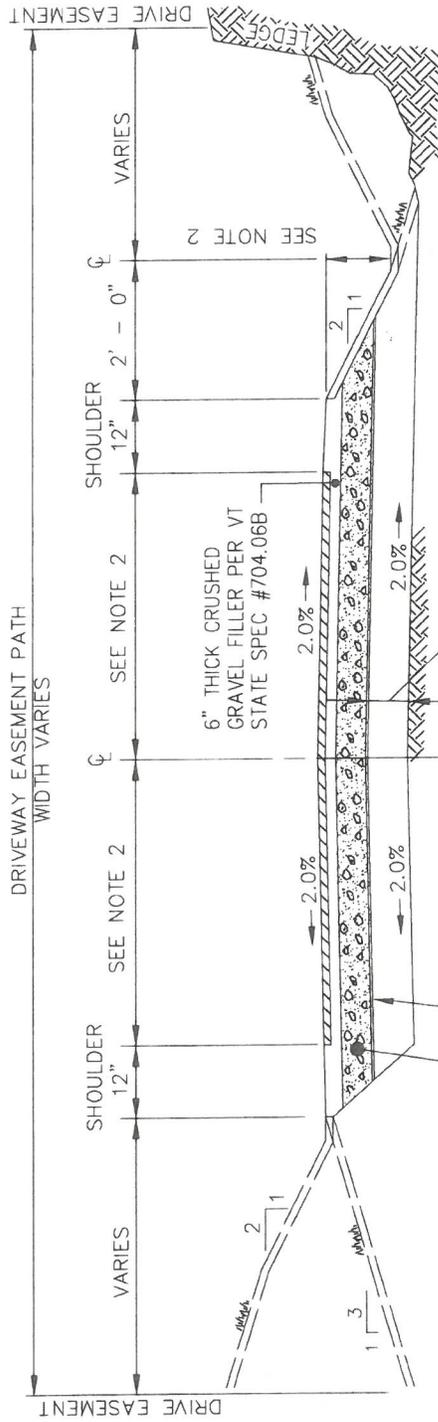
TOWN OF ESSEX  
 PUBLIC WORKS  
 81 MAIN STREET  
 ESSEX JCT., VT  
 05452  
 P: 802 878-1344  
 F: 802 878-1355  
 E: www.essex.org

TOWN OF ESSEX, VERMONT  
 STANDARD SPECIFICATIONS FOR CONSTRUCTION

RURAL DRIVEWAY

Detail No: 100.09  
 Scale: NOT TO SCALE  
 Date: JAN. 2017

**A-9**



24" THICK GRAVEL AS PER VT STATE SPEC. #704.05A (FINE)

MIRAFI 500X FABRIC OR EQUAL UNDER GRAVEL BASE WITH A 18" MINIMUM OVERLAP AT ALL SEAMS

6" THICK CRUSHED GRAVEL FILLER PER VT STATE SPEC #704.06B

SHOULDER 12"

SHOULDER 12"

2' - 0"

IF LEDGE IS ENCOUNTERED AT OR ABOVE SUBGRADE, IT SHALL BE FRACTURED A MINIMUM OF 12" BELOW SUBGRADE AND WITH THE TOP 2" TO 6" REPLACED WITH SHATTERED ROCK OR SAND SUBBASE.

**NOTES:**

1. THE TYPE A STANDARD DRIVEWAY SECTION IS TO BE USED FOR DRIVEWAYS SERVING ONE TO TWO DWELLINGS.
2. THE MINIMUM WIDTH OF A TYPE A DRIVE SHALL BE 10' AND THE MAXIMUM WIDTH SHALL BE 15'.
3. INSTALL SURFACE DRAINAGE AS REQUIRED. REFER TO DETAIL 200.06 FOR SPECIFIC INFORMATION REGARDING DRAINAGE.
4. THE DRIVEWAY GRADES SHALL NOT EXCEED 3.0% WITHIN THE FIRST 20' OFF OF THE EDGE OF THE TRAVELED WAY. BEYOND THAT, THE MAXIMUM GRADE SHALL BE 14%.
5. DRIVEWAYS EXCEEDING 900' IN LENGTH SHALL INCLUDE PULL-OFFS FOR EMERGENCY VEHICLES. THE NUMBER AND PLACEMENT OF PULL-OFFS SHALL BE DETERMINED BY THE TOWN OF ESSEX.
6. ALL CURB CUT DRIVE APRONS SHALL BE PAVED. FOR DRIVES WITH SIDEWALKS WITHIN THE RIGHT-OF-WAY, THE PAVED APRON SHALL EXTEND 30' BACK FROM THE BACK EDGE OF THE SIDEWALK. FOR DRIVES WITH NO PEDESTRIAN FACILITY, THE APRON SHALL EXTEND 50' FROM THE EDGE OF THE TRAVELED WAY.



TOWN OF ESSEX  
PUBLIC WORKS  
81 MAIN STREET  
ESSEX JCT., VT  
05452

F: 802 878-1344  
F: 802 878-1355  
E: www.essex.org

TOWN OF ESSEX, VERMONT  
STANDARD SPECIFICATIONS FOR CONSTRUCTION

DRIVEWAY (TYPE A)

Detail No:	100.10
Scale:	NOT TO SCALE
Date:	JAN. 2017

A-10



State of Vermont  
Department of Environmental Conservation

EXHIBIT 1.04

RECEIVED

NOV 07 2022  
Agency of Natural Resources  
Groundwater Protection Division  
TOWN OF ESSEX  
COMMUNITY DEV. OFFICE

Drinking Water and Groundwater

**WASTEWATER SYSTEM AND POTABLE WATER SUPPLY PERMIT**

**LAWS/REGULATIONS INVOLVED**

10 V.S.A. Chapter 64, Potable Water Supply and Wastewater System Permit  
Wastewater System and Potable Water Supply Rules, Effective April 12, 2019

**Permittee(s):** Earle Matthews  
278 Chapin Rd.  
Essex Junction, VT 05452-2206

**Permit Number:** WW-4-5590

This permit affects the following properties in Essex, Vermont:

Lot	Parcel	SPAN	Acres	Book(s)/Page(s)#
1	2014056000.	207-067-14167	350.00	Book:87 Page(s):373-377

This application, consisting of a one lot residential subdivision to create Lot 2 (6.60 acres) with a proposed four (4) bedroom single family residence utilizing a proposed on-site wastewater disposal system and a proposed on-site drilled well water supply located on the property abutting 341 Chapin Road in Essex, Vermont, is hereby approved under the requirements of the regulations named above subject to the following conditions. Any person aggrieved by this permit may appeal to the Environmental Court within 30 days of the date of issuance of this permit in accordance with 10 V.S.A. Chapter 220 and the Vermont Rules of Environmental Court Proceedings.

**1. GENERAL**

- 1.1 The permittee is responsible to record this permit in the Essex Land Records within 30 days of issuance of this permit and prior to the conveyance of any lot subject to the jurisdiction of this permit.
- 1.2 The permittee is responsible to record the design and installation certifications and other documents that are required to be filed under these Rules or under a permit condition in the Essex Land Records.
- 1.3 Each assign or successor in interest shall be shown a copy of the Wastewater System and Potable Water Supply Permit and the stamped plan(s) prior to the conveyance of a lot.
- 1.4 Lot 1 is NOT approved for construction at this time. Any deed for this parcel shall contain the following language until a permit has been obtained from the Drinking Water and Groundwater Protection Division: *"Notice of permit requirements. In order to comply with applicable state Rules concerning potable water supplies and wastewater systems, a person shall not construct or erect any structure or building on the lot of land described in this deed if the use or useful occupancy of that structure or building will require the installation or connection to a potable water supply or wastewater system, without first complying with the applicable rules and obtaining any required permit. Any person who owns this property acknowledges that this lot may not be able to meet state standards for a potable water supply or wastewater system and therefore this lot may not be able to be improved."*
- 1.5 By acceptance of this permit, the permittee agrees to allow representatives of the State of Vermont access to the property covered by the permit, at reasonable times, for the purpose of ascertaining compliance with the Vermont environmental and health statutes and regulations, and permit conditions.
- 1.6 This permit does not relieve the landowner from obtaining all other approvals and permits from other State Agencies or Departments, or local officials prior to construction.



**2. SUBDIVISION AND CONSTRUCTION**

2.1 Subdivision and construction shall be completed as shown on the plans and/or documents prepared by David Tudhope, Licensed Designer with the stamped plans listed as follows:

Title	Sheet #	Plan Date	Revision
<i>Matthews Lot 2 Septic &amp; Water Plan</i>	1	04/27/2021	06/22/21
<i>Matthews Lot 2 Septic &amp; Water Details</i>	2	04/27/2021	N/A

2.2 Construction of wastewater systems or potable water supplies, or buildings or structures (as defined by the Wastewater System and Potable Water Supply Rules), or campgrounds, not depicted on the stamped plans, or identified in this permit, is not allowed without prior approval by the Drinking Water and Groundwater Protection Division.

2.3 No buildings, roads, water pipes, sewer services, earthwork, re-grading, excavation, or other construction that might interfere with the operation of a wastewater system or a potable water supply are allowed on or near the site-specific wastewater system, wastewater replacement area, or potable water supply depicted on the stamped plans. Adherence to all isolation distances that are set forth in the Wastewater System and Potable Water Supply Rules is required.

**3. INSPECTIONS**

3.1 No permit issued by the Secretary shall be valid for a substantially completed potable water supply and wastewater system until the Secretary receives a signed and dated certification from a qualified Vermont Licensed Designer (or where allowed, the installer) on a Secretary-approved form that states:

*"I hereby certify that, in the exercise of my reasonable professional judgment, the installation-related information submitted is true and correct and the potable water supply and wastewater system were installed in accordance with the permitted design and all permit conditions, were inspected, were properly tested, and have successfully met those performance tests"*

or which satisfies the requirements of §1-311 of the referenced rules.

3.2 Prior to the use of the potable water supply, the permittee shall test the water for Arsenic, Escherichia coli (E. coli), Fluoride, Lead, Manganese, Nitrate as N, Nitrite as N, Total Coliform Bacteria, Uranium, Adjusted Gross Alpha Particle Activity, Chloride, Sodium, Iron, Odor and pH. All water quality tests shall be conducted at a laboratory certified by the Vermont Department of Health (a list of which can be found on the VDH website). Results of the water tests shall be submitted to the Vermont Department of Health prior to use.

**4. DESIGN FLOW**

4.1 Lot use and design flows (gpd) shall correspond to the following:

Lot	Building	Building Use / Design Flow Basis	Wastewater	Water
2	Proposed	4-bedroom single family residence (Maximum of 7 people)	560	560

**5. WASTEWATER SYSTEM**

5.1 Prior to construction or site work, a designer shall flag the proposed leachfield, and the owner shall maintain the flags until commencement of construction of the system.

5.2 Should the wastewater system fail and not qualify as a minor repair or for an exemption, the landowner shall engage a qualified Licensed Designer to evaluate the cause of the failure and submit an application to the Drinking Water and Groundwater Protection Division, and obtain approval thereof, prior to correcting the failure.

5.3 This permit does not relieve the permittee of the obligations of Title 10, Chapter 48, Subchapter 4, for the protection of groundwater.

**6. POTABLE WATER SUPPLY**

- 6.1 Prior to construction or site work, a designer shall flag the center of the proposed potable water source and the owner shall maintain the flag until commencement of construction of the source.
- 6.2 Should the potable water supply fail and not qualify as a minor repair or for an exemption, the landowner shall engage a qualified Licensed Designer to evaluate the cause of the failure and submit an application to the Drinking Water and Groundwater Protection Division, and obtain approval thereof, prior to correcting the failure.

Peter Walke, Commissioner  
Department of Environmental Conservation

Dated June 22, 2021



By

Allison Lowry  
Environmental Analyst VI  
Essex Junction Regional Office  
Drinking Water and Groundwater Protection Division

cc: David Tudhope