

Application Date 1/17/24  
 Permit Number 2023-121

Appeal Period Expires 8/19/24  
 Zoning District R2

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

- 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:** 

**A** Parcel Account Numb. (Map-Parcel-Lot) 2-024-013-000  
 Property Address: 7 Valleyview Dr  
 Owner: Alex Bartlett, Brett Bartlett  
 Owner Address: 18 Crispin dr, S. Burlington, VT 05403  
 Owner Phone: (work) 802-316-0988 (home) 802-343-5867  
 (cell) \_\_\_\_\_ (Email) Alexbartlett15@yahoo.com  
 Builder Builder Tenants name: SAME Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
 Estimated Construction Dates: Start: 8/1/23 Completion: 8/1/24  
 Sq. Feet: 3,100 Estimated Cost (labor & materials): \$400,000

**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 ( <u>attached</u> ) (detached)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porch (enclosed) ( <u>open</u> )	<input checked="" 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 or Septic Application). attached  
 Public  Septic  Connection Fee \$ \_\_\_\_\_ Date Paid: 1/1/24  
 Proposed New Bedrooms: 4 Existing Bedrooms: attached  
see WW permit # WW-4-5312

**C** Water (Please attach Water Service Application).  
 Public  Well  Fee \$ 2,180 Date Paid: 1/1

**D** Driveway (Please attach copy of approved Curbcut / Utility Application).  
 Date of approval 1/1 see 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.

**G** Signature of Tenant and Signature of Owner  
  


**Office Use Only**

Fees:	Type	Amount	Date Pd
Permit		\$1,080	<u>1/17/24</u>
Recreation		\$30	
Recording		\$	
Certificate of Occ		\$100	
Other	<u>rec. fee</u>	\$628	

Building Permit 8/4/23  
 Approved  Rejected  Date 8/4/23  
 Issued to: Brett & Alex Bartlett  
 Zoning Administrator: Sharon Kelley  
 Notes: RBS needed  
 C.O. Required Yes  No

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

2023-121

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 7/25/2023

Property Address: 7 Valley View dr, Essex Jct VT 05452

Owner Address: 2 kirk dr, Essex Jct VT 05452

Owner Name: Alex Bartlett

Phone Number: (home) \_\_\_\_\_ (work) \_\_\_\_\_ (cell) 802-343-5367

Tax Map # 024 Tax Parcel 013 Tax Lot 000

Application is for: (check one)

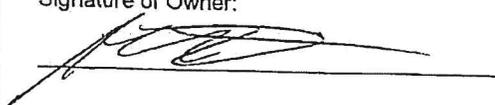
A) New Curb Cut  B) Utility Installation: Overhead  Underground

Please use attached diagram to describe location and type of installation.

Comments by Director of Public Works / Town Engineer:

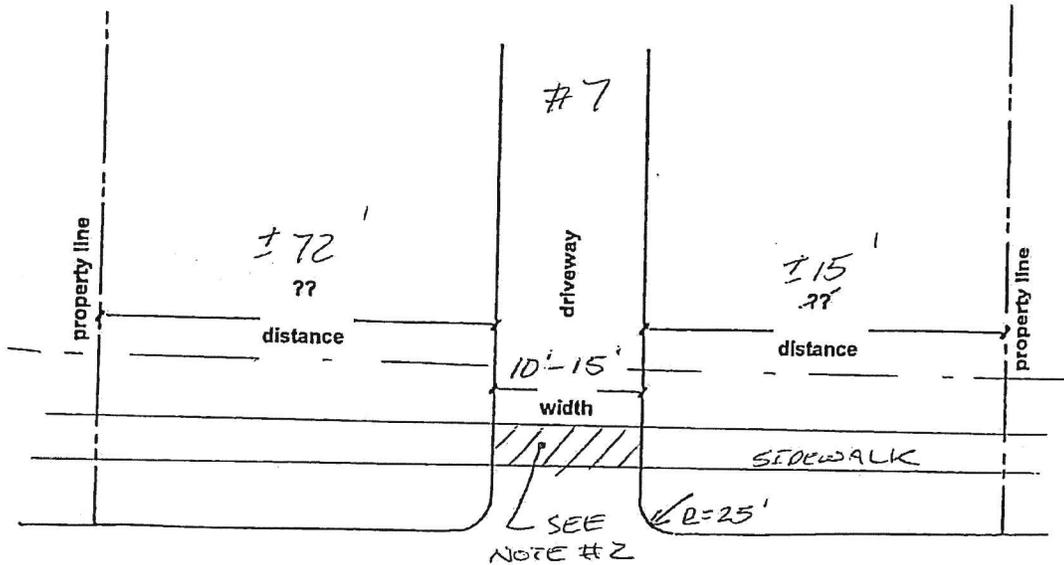
Culvert: Yes  No  Water Bar(s): Yes  No

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

Signature of Owner:  


FOR OFFICE USE ONLY  
Fee Paid: \$ \_\_\_\_\_  
Approved  Rejected   
Ref. 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.



VALLEY VIEW

STREET NAME

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

- ① CURB CUT TO BE CONSTRUCTED AS PER  
DETAIL A-10 ATTACHED. (INCLUDES PAVEMENT)
- ② APPLICANT MAY REMOVE THE SIDEWALK IN THE DRIVE  
APRON FOOTPRINT.

---

---

---

---

---

---

---

---

---

---

\*  
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.

**Town of Essex**  
**Application for Water Service**

Revised Dec 2022

The undersigned, being the owner / owner's agent of the property located at:

Street Address: 7 Valleyview dr      Development: Pinewood Manor

Tax Map # 024    Tax Parcel 013    Tax Lot 000

Does hereby request a permit to initiate water service as noted below to

serve \_\_\_\_\_ unit(s)     Residential     Commercial     Industrial structure

Installer / Contractor:

Property Owner:

Name: Bartlett & Sons

Name: Alex Bartlett

Address: 44 Park St, Essex Jct VT

Address: 2 Kurk dr, Essex Jct VT

Email: Rb@BartlettVT.com

Email: Alexbartlett15@yahoo.com

Phone: (802) 879-0403

Phone: (802) 343-5867

Firm Performing Main Line Tap:

Name: Rexford Sitework Services

Address: 44 Park St, Essex Jct VT

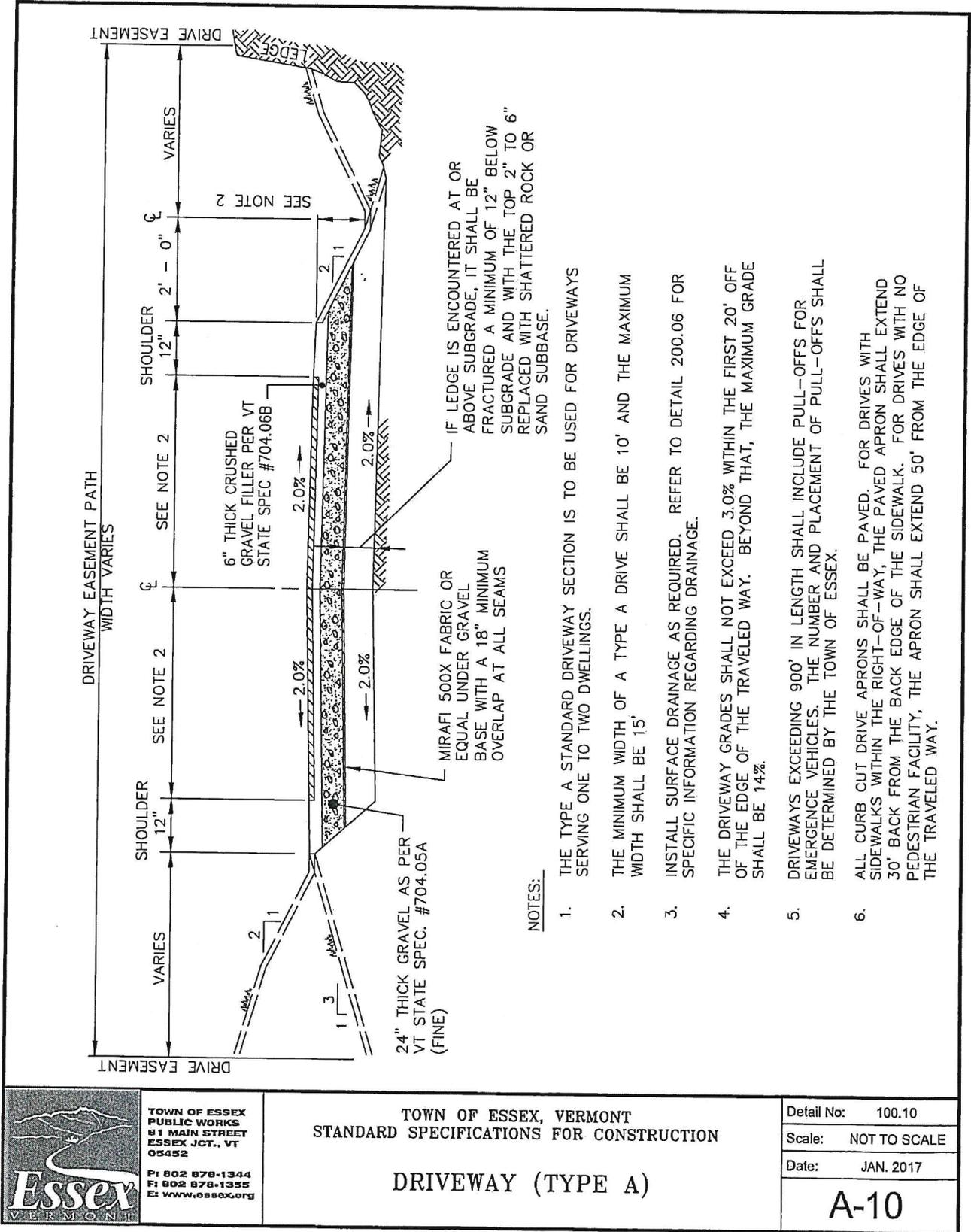
Email: Rb@BartlettVT.com

Phone: (802) 879-0403

- 1.) The above requested service includes the installation of a 3/4" x 5/8" water meter for residential use and up to a 2" simple meter for non-residential use. The information necessary to determine the correct meter size shall be supplied by the applicant (minimum to maximum range of use). Meters 5/8", 3/4" and 1" shall be installed by the Town. Meters above 1" shall be installed by the owner/applicant or qualified representative.
- 2.) Property owner / agent is responsible for and must provide all necessary excavation form the main to the building or structure.
- 3.) Property owner / agent agrees to provide the Town a minimum of 24 hours notice prior to installation for inspection purposes. No part of the water line may be covered until it has been inspected by the Town Representative.
- 4.) Property owner / agent agrees to restore all disturbed areas to original condition after the installation of said water service.
- 5.) The water service can be turned on only by an employee of the Town of Essex Water Department.
- 6.) Meter spacers must be obtained from the Town of Essex Water Department.
- 7.) The owner / agent agrees that all installation and work will conform to the Town Public Works Specifications and the Water Ordinance and Regulations of the Town of Essex.







DRIVEWAY EASEMENT PATH WIDTH VARIES

DRIVEWAY EASEMENT

VARIES

SHOULDER 12"

SEE NOTE 2

SHOULDER 12"

2' - 0" CL

SEE NOTE 2

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

2.0%

2.0%

2.0%

2.0%

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

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.

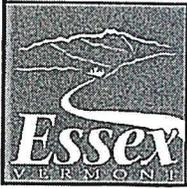
24" THICK GRAVEL AS PER VT STATE SPEC. #704.05A (FINE)

2"

LEGE

**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

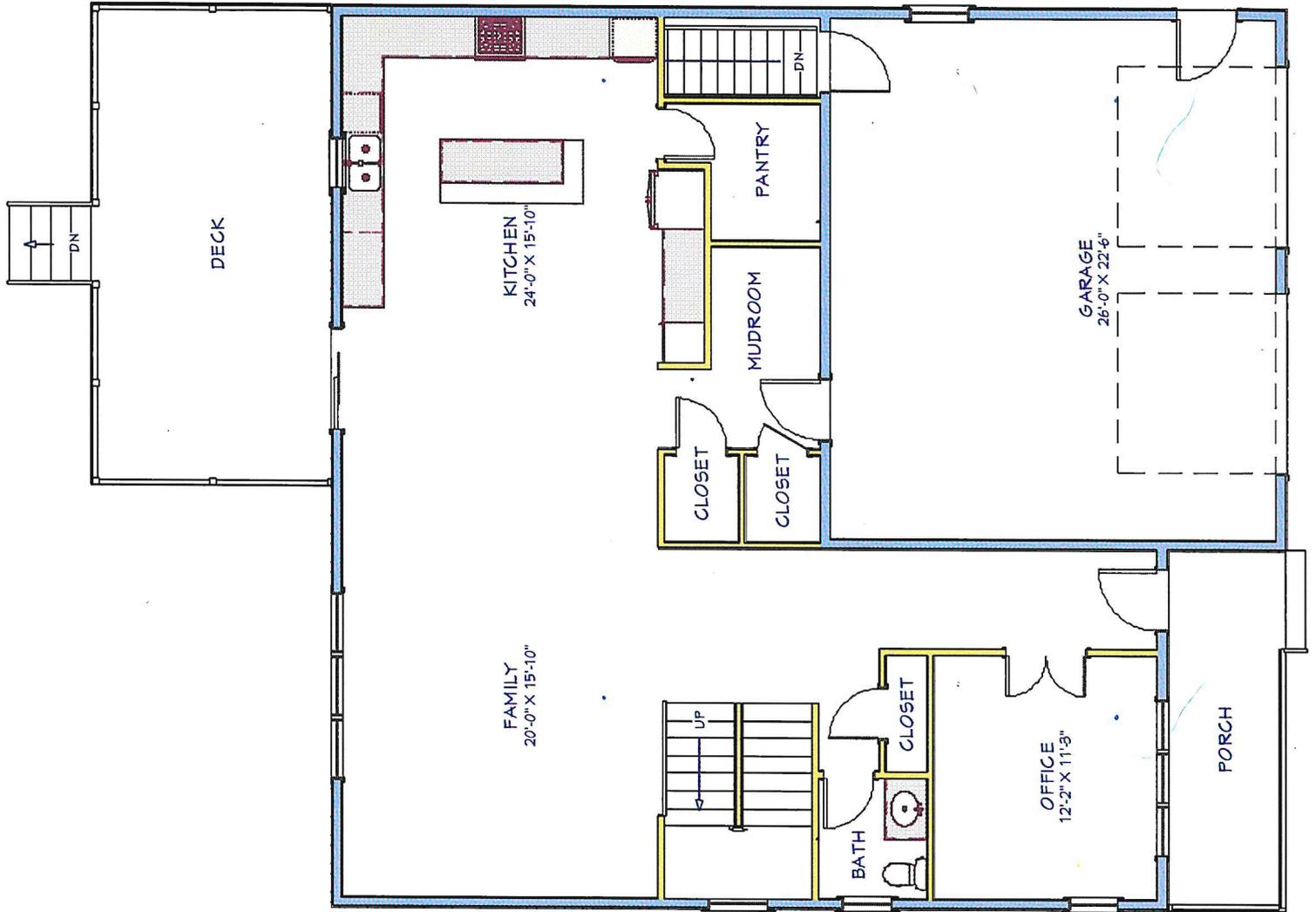
Ph 802 878-1344  
Ft 802 878-1355  
E www.essexvt.org

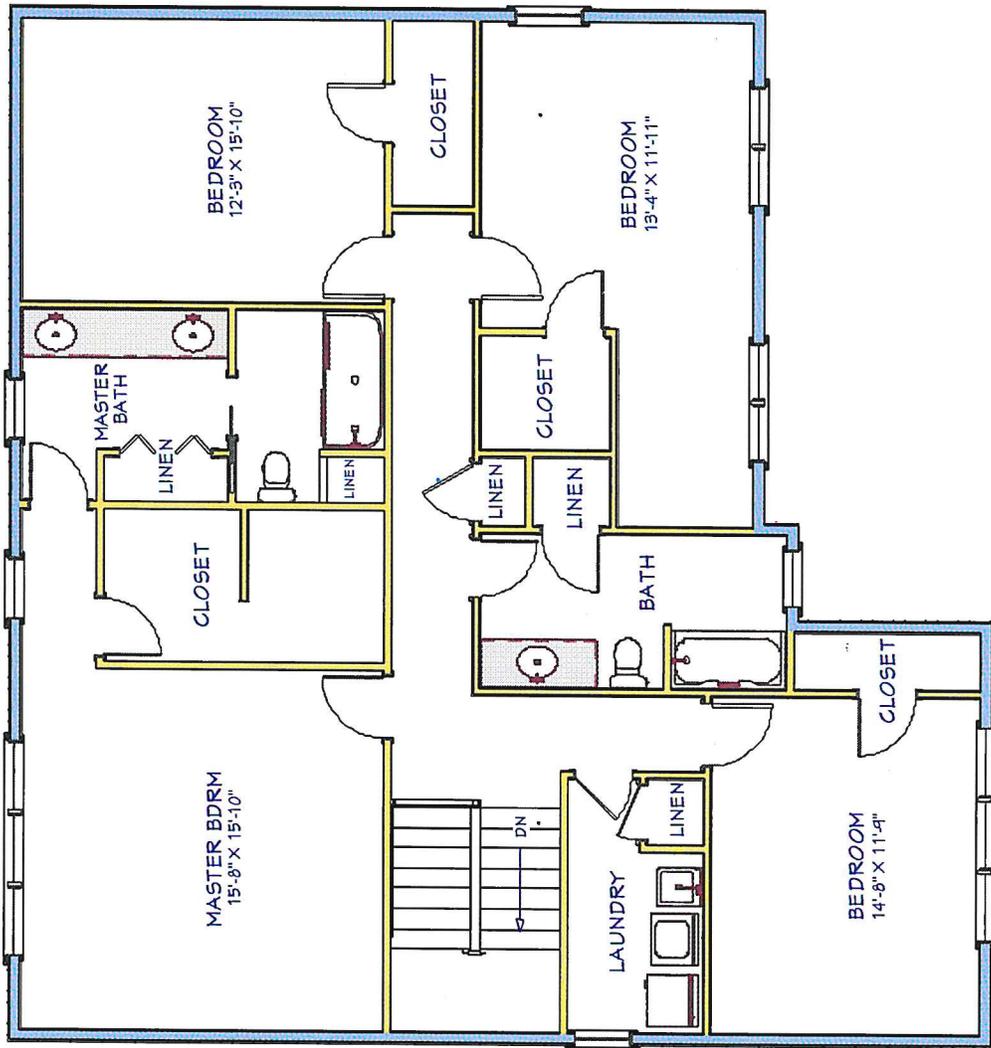
TOWN OF ESSEX, VERMONT  
STANDARD SPECIFICATIONS FOR CONSTRUCTION

DRIVEWAY (TYPE A)

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

A-10





## Sharon Kelley

---

**From:** Daniel Gregoire  
**Sent:** Tuesday, August 1, 2023 1:24 PM  
**To:** Sharon Kelley  
**Cc:** Ann Costandi; Aaron Martin  
**Subject:** RE: Valleyview - Marcott Lots - Lot 7 Bartlett  
**Attachments:** Application for Water Service 7 Valleyview.Dr.pdf

Hello Sharon,  
Seeing as the curb stop is existing, I will approve the application based on a connection to an existing curbstop.  
- Dan

---

**From:** Sharon Kelley <skelley@ESSEX.ORG>  
**Sent:** Monday, July 31, 2023 2:54 PM  
**To:** Daniel Gregoire <dgregoire@ESSEX.ORG>  
**Cc:** Ann Costandi <acostandi@ESSEX.ORG>; Aaron Martin <amartin@ESSEX.ORG>  
**Subject:** FW: Valleyview - Marcott Lots - Lot 7 Bartlett

FYI, see attached and below.

SK

---

**From:** Alex Bartlett <alexbartlett15@yahoo.com>  
**Sent:** Monday, July 31, 2023 2:35 PM  
**To:** Sharon Kelley <skelley@ESSEX.ORG>  
**Subject:** Re: Valleyview - Marcott Lots - Lot 7 Bartlett

**Warning:** This email originated from **OUTSIDE** our organization. **STOP & CONSIDER** before responding, clicking on links, or opening attachments.

Hello,

Just wanted to keep you in the loop. My dad, Brett, said you called him last week to get info on tapping the line so i didn't know if you needed to see this.

Thanks,  
Alex

On Jul 31, 2023, at 12:49 PM, Sharon Kelley <skelley@essex.org> wrote:

Hi,

Why did you send this plan to me? Was it meant for Annie at PWorks?

SK

## Alexzia Potts

---

**From:** Daniel Gregoire  
**Sent:** Thursday, July 27, 2023 12:57 PM  
**To:** Sharon Kelley; Ann Costandi  
**Cc:** Aaron Martin; Alexzia Potts  
**Subject:** RE: 7 Valleyview Dr

Hello Sharon,

Our research indicates that the water main at that location is Asbestos Cement (AC) pipe. We will require that the contractor noted to do the work has had successful experience wet tapping this type of pipe before I sign off on this water service hook up application. Please have them submit a list of clients or which the noted contractor has done wet taps on AC pipe including their contact information.

Thank you,  
- Dan

---

**From:** Sharon Kelley <skelley@ESSEX.ORG>  
**Sent:** Tuesday, July 25, 2023 2:39 PM  
**To:** Ann Costandi <acostandi@ESSEX.ORG>; Daniel Gregoire <dgregoire@ESSEX.ORG>  
**Cc:** Aaron Martin <amartin@ESSEX.ORG>; Alexzia Potts <APotts@essex.org>  
**Subject:** 7 Valleyview Dr

Please see attached water application and curb cut. Stakes are posted on the lot.

(Alexzia, please do a cover sheet and forward to Shirley. TY!)

SK

Sharon L. Kelley, Zoning Administrator & Health Officer  
Town of Essex  
81 Main Street  
Essex Junction, Vermont 05452  
(802) 878-1343 (work)  
(802) 238-5303 (work cell)  
[skelley@essex.org](mailto:skelley@essex.org) (email)  
[www.essexvt.org](http://www.essexvt.org) (website)

**WASTEWATER SYSTEM AND POTABLE WATER SUPPLY PERMIT**LAWS/REGULATIONS INVOLVED10 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): Charlotte Isham Marcotte Revocable Trust Permit Number: WW-4-5312**  
**57 River Road Suite 1003**  
**Essex Junction, VT 05452****Pinewood Manor, Inc.**  
**57 River Road Suite 1003**  
**Essex Junction, VT 05452**

This permit affects the following property/properties in Essex, Vermont:

Lot	Parcel	SPAN	Acres	Book(s)/Page(s)#
Lot A7 - Existing	2024013000	207-067-15094	0.78	Book:62 Page(s):448
Lot 1 - Existing	2024010000	207-067-15092	1.27	Book:928 Page(s):521
Lot 2 - Existing	2024012000	207-067-14084	1.25	Book:928 Page(s):521
Lot A1 (Restored) - Proposed			0.85	
Lot A3 (Restored) - Proposed			0.81	
Lot A5 (Restored) - Proposed			0.86	
Lot A7 - Proposed			0.78	

This application, consisting of approval for the reconfiguration of 3 existing lots into 4 lots to be known as lots A1, A3, A5 and A7 located at 5 Valleyview Drive within the Pinewood Manor development 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 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.
- 1.5 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. CONSTRUCTION**

2.1 Construction shall be completed as shown on the plans and/or documents prepared by Paul O'Leary P.E.Graham Tidman, with the stamped plans listed as follows:

Title	Sheet #	Plan Date	Revision
Overall Plan	1	11/07/2019	04/14/2020
Sewage Disposal And Water Supply Plan	2	11/07/2019	04/14/2020
Sewage Disposal Details and Specifications	3	11/07/2019	04/14/2020

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 wastewater system was installed in accordance with the permitted design and all permit conditions, inspected, properly tested, and has successfully met those performance tests"*

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

**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
A1	Proposed	4-Bedroom Single family Residence	490	360
A3	Proposed	4-Bedroom Single family Residence	490	360
A5	Existing	3-Bedroom Single Family Residence	420	360
A7	Proposed	4-Bedroom Single family Residence	490	360

**5. WASTEWATER SYSTEM**

5.1 Prior to construction or site work a lot, a designer shall flag the proposed primary and replacement system for that lot, and the owner shall maintain the flags until commencement of construction of the system.

5.2 Lot A1, A3 A5 and A7 includes the approval of the design for a replacement **wastewater system**. Prior to construction of that system, a Licensed Designer shall inspect the designated replacement area to ensure the area has not been disturbed and the native soil remains suitable for the construction of a wastewater system. The corners of the proposed replacement wastewater system shall be accurately staked out and flagged prior to construction with the flagging/staking being maintained until construction is complete. The construction of the replacement wastewater system shall be routinely and reliably inspected during construction by a Vermont Licensed Designer (or where allowed, the installer) who shall, upon completion, report in writing to the Drinking Water and Groundwater Protection Division that the installation was accomplished in accordance with the referenced plans and permit conditions, as specifically directed in Condition #3.1 herein

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 Lots A1, A3 and A7 are approved for connection to the water supply system owned by the Town of Essex as depicted on the plan(s) stamped by the Drinking Water and Groundwater Protection Division.

6.2 Lot A5 is approved with the existing connection to the water supply system owned by the Town of Essex.

6.3 Lot A5 is approved with an existing water service line. The Drinking Water and Groundwater Protection Division assumes no liability for the adequacy of this service line. Should the line fail and not qualify for the minor repair or replacement exemption, the landowner shall engage a Licensed Designer to evaluate the cause of the failure and to submit an amendment application to this office, and obtain approval thereof, prior to correcting the failure

6.4 This permit is based, in part, on a determination by the municipality that sufficient capacity exists in the municipal public water system to accommodate the design flow approved by this permit. This permit does not imply that the municipality will grant allocation to the building.

Peter Walke, Commissioner  
Department of Environmental Conservation

By   
Carl Fuller, PE  
Environmental Analyst VI  
Montpelier Regional Office  
Drinking Water and Groundwater Protection Division

Dated April 14, 2020

cc: Paul O'Leary P.E.  
Graham Tidan