

Appeal Period Expires 8/26/23  
 Zoning District R2

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

Application Date 8/10/23  
 Permit Number 2023-134

- 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]

**A** Parcel Account Numb. (Map-Parcel-Lot) 2- 044-019-000  
 Property Address: 5 Glenwood Dr  
 Owner: Scott and Kara Douglas  
 Owner Address: 5 Glenwood Dr  
 Owner Phone: (work) N/A (Cell) 206-225-6717  
 (Email) uberska@gmail.com  
 Tenants name: Jason Ward Phone: N/A  
 (or contractor) Cell: 802-999-7480  
 Estimated Construction Dates: Start: 9/1/23 Completion: 6/1/24  
 Sq. Feet: 0 No Changes Estimated Cost (labor & materials): \$112,000

**B** Sewage Disposal (Please attach Sewer and/or State Septic Approval). Existing  
 Public  Septic  Connection Fee \$ \_\_\_\_\_ Date Paid: 1/1/  
 Proposed New Bedrooms: 0 Existing Bedrooms 4

**C** Water (Please attach Water Service Application if applicable). Existing  
 Public  Well  Fee \$ \_\_\_\_\_ Date Paid: 1/1/

**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. See Attached

**G** See attached  
 Signature of Tenant and [Signature]  
 Signature of Owner [Signature]

**G**  
 Check box(es) which describe proposed use or construction (circle choice in parenthesis).  
 N = New A = Addition R = Remodel  
**Residential:** see attached N A R  
 Single Family     
 Two-family (duplex)(other)     
 Multi-family     
 Condominium / Townhouse     
 Mobile home     
**Inclusions or Additions:**  
 Garage (attached) (detached)     
 Porch (enclosed) (open)     
 Deck     
 Pool (in) (above) ground     
 Shed     
 Barn (residential) (agriculture)     
**Non-residential:**  
 Commercial / Industrial     
**Stormwater:**  
 Stormwater     
 Erosion Control     
**Other:**  
 Change in use     
 Miscellaneous     
 Renewal

**Office Use Only**  
 Fees: Type Amount Date Pd  
 Permit \$302.00 8/11/23  
 Recreation \$ \_\_\_\_\_ 1/1/  
 Recording \$15.00 8/11/23  
 Certificate of Occ \$ \_\_\_\_\_ 1/1/  
 Other \$ \_\_\_\_\_ 1/1/  
**Building Permit**  
 Approved  Rejected  Date 8/11/23  
 Issued to: Scott + Kara Douglas  
 Zoning Administrator: [Signature]  
 Notes: \_\_\_\_\_  
 C.O. Required Yes  No   
 (Certificate of Occupancy)

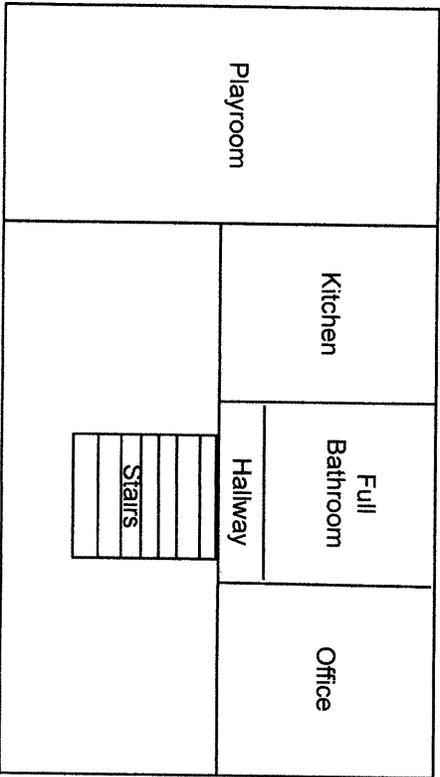
**THIS PERMIT VALID FOR TWELVE (12) MONTHS FROM DATE OF ISSUE  
 RENEW FOR 1 YEAR (FREE) IF NOT EXPIRED**

# Notes:

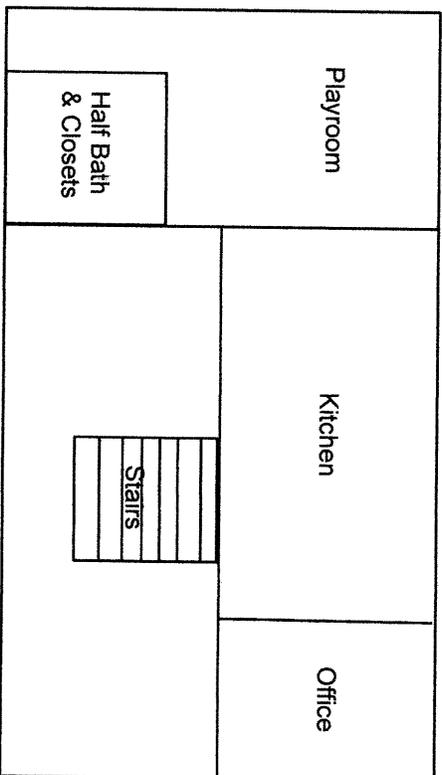
- We're only repurposing existing finished sq footage, so no overall sq footage is added or removed.
- The floor plan is limited to the affected areas of the house.

## 1st Floor

Before



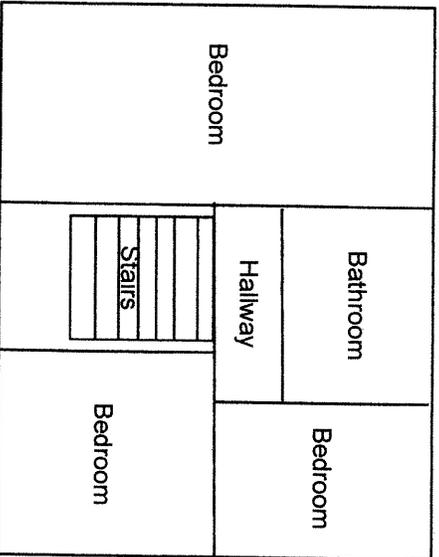
After



### Changes:

- Kitchen takes over Full Bathroom and ~2 feet of Office
- Bathroom/closets moved into Playroom; Converted Full Bath to Half Bath

## 2nd Floor



### Changes:

- Three Quarters Bathroom remodeled to Full Bath