

**TOWN OF ESSEX, VERMONT
ZONING PERMIT APPLICATION
FOR PERMITTED HOME OCCUPATIONS**

Appeal Period Expired: 4/16/16 Permit # 2016-22-H
Date: 2/25/16 Application Fee: \$95 pd
Applicant's Name and Address: Kimberly M. Melita CO. 125 pd
17 Forest Rd Essex Jct VT
Type of Home Occupation: Gift baskets Kmelita67@gmail.com
Phone Numbers: Home: _____ Work: _____ Cell: 318-2400
Zoning District: R2 Tax Map, Parcel, & Lot: 2 - 031 075 000

The undersigned hereby applies for permission to operate a Home Occupation pursuant to Section 25.11 of the Zoning Regulations.

Applicant's Signature K Melita

Approved on: 3/1/16 Denied on: _____

(See attachment for conditions of approval or reasons for denial.)

By: Sharon L. Kelley
Zoning Administrator

Any interested person may appeal the decision of the Zoning Administrator to the Zoning Board of Adjustment within 15 days of permit issuance. Commencing construction or operations within this 15 day appeal period is prohibited by law.

This permit is valid as long as you continue your business at the location you applied for and you do not alter the use in which you applied for.

Town of Essex

PERMITTED HOME OCCUPATION APPLICATION

- a) Fill out the attached questionnaire and pay application fee.
- b) Provide floor plan of dwelling and indicate the square footage of the dwelling and area of home or accessory building to be used.
- c) The Zoning Administrator may require additional information if needed to make a proper evaluation in a case by case basis.

PERMITTED HOME OCCUPATION QUESTIONNAIRE

GUIDELINES: Please fill out the information requested on this form. To help you with your application, attached you will find a copy of the Home Occupation Regulations (Section 25.11) from the Zoning Regulations. Your application will be judged on this information can criteria plus any additional information required by the Zoning Administrator.

Date: 2/25/16 Zoning District: _____
Landowner's Name: Kimberly Melita + Timothy J.
Applicant's Name: Kim Melita
Address of Home Occupation: 17 Forest rd.
Name of Home Occupation: Blackbird Gift Baskets
cell-3182400 ; email Kmelita@7@gmail.com

I. TYPE OF USE

1. Nature of the Home Occupation Assembly + delivery of Gift Baskets
(no cooked products on site)
2. Does the Home Occupation include retail sales? Y N
As the primary use? Y N Secondary to other uses(s)? Y N
Will the Home Occupation produce any objectionable noise, vibration, smoke, dust,
3. electrical disturbance, odors, heat, or glare? Specify:
No

II. USE OF PROPERTY

1. Is the primary use of the property as a residence for the applicant? Y N
2. Lot size: 148' X 106 X 200 Road Frontage: .29
3. Number of buildings on property: 1
Total finished square footage of home: 2,000
4. Building(s) to be used: Existing? New? _____
5. Square footage of Home Occupation:
(Basement) Inside House: _____ Inside Other Bldgs: _____ Outside: _____
Offices: _____
Working Area: 100 sq.ft
Storage: 20 sq.ft.

III. METHOD OF OPERATION

- 1. Number of employees: Family Just me Non-family _____
- 2. Hours of operation: flex Days of Week: 7

IV. TRAFFIC AND PARKING

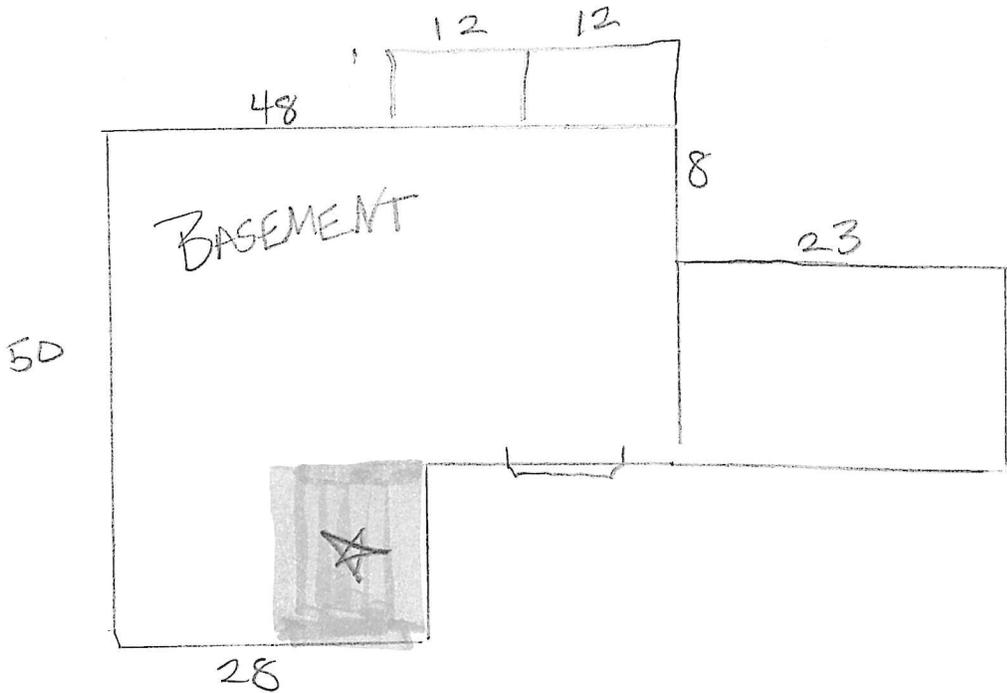
- 1. Projected traffic min. Cars per day less than 5 Trucks per day 1-2x per wk.
- 2. Parking: Applicant's vehicle(s) stored outside: In garage

V. SIGN

- 1. Is a sign being requested? Y N
If so, maximum permitted size is 3 square feet. Size: _____

VII. MAP

- 1. Neat ruler drawing showing size of building and floor plan indicating area to be used.
- 2. Submit photographs of all sides of the building.
- 3. Submit a brief narrative describing your business.



My business will be small scale to start with. I will take orders via phone initially to keep it small and local and eventually expand with a website. All assembly will take place here and I will deliver them myself.

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Borrower/Client	Timothy & Kimberly Melita
Property Address	17 Forest Road
City	Essex
Lender	CCO Mortgage

