

Appeal Period Expires <u>3/29/13</u> Zoning District <u>RZ+BDC</u>	<b>Town of Essex, Vermont</b> <b>Application for Zoning Permit</b> www.essex.org	Application Date <u>1/1/13</u> Permit Number <u>2013-28</u>
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All construction is to be completed in accordance with the Town of Essex Zoning Regulations and any/all federal or state regulations now in effect. You are required to post this permit in a conspicuous location on the property during the appeal period and it must remain posted throughout the construction period. **You are required to contact the necessary state agencies to obtain state permits @ 879-6676.**

Any interested person may appeal the decision of the Zoning Administrator to the Zoning Board of Adjustment within fifteen (15) days of the permit's date of issuance. Commencing construction within this fifteen (15) day appeal period is prohibited by law.

Signed: Catherine Jones

<b>A</b>	Parcel Account Numb. (Map-Parcel-Lot) <u>2-056-094-001</u> (found in Town Assessor's Office) Property Address: <u>20 CENTER ROAD</u> Owner: <u>CATHERINE JONES LIFE ESTATE</u> Owner Address: <u>P.O. BOX 8363, ESSEX, VT 05451</u> Owner Phone: (work) _____ (home) _____ (cell) <u>879-0937</u> (Email) _____ Contractors name: _____ Phone: _____ Cell: _____ Estimated Construction Dates: Start: <u>4/1/13</u> Completion: <u>4/1/14</u> Sq. Fee' <u>576</u> Estimated Cost (labor & materials): <u>\$30,000</u>
	<b>B</b> Sewage Disposal (Please attach Sewer or Septic Application). <u>SK</u> Public <input checked="" type="checkbox"/> Private <input type="checkbox"/> Connection Fee \$ <u>516</u> Date Paid: <u>3/18/13</u> Proposed New Bedrooms <u>1</u> Existing Bedrooms <u>3</u> <u>see attached letter from water board</u>
<b>C</b> Water (Please attach Water Service Application) <u>see attached SK</u> Public <input checked="" type="checkbox"/> Private <input type="checkbox"/> Fee \$ <u>312</u> <u>water from water board</u> Date Paid: <u>3/18/13</u>	
<b>D</b> Driveway (Please attach copy of approved Curbcut / Utility Application). Date of approval <u>1/1/13</u> <u>EXISTING</u>	
<b>E</b> Stormwater <input type="checkbox"/> Project disturbs an area greater than or equal to 1 acre – Erosion Control Permit Required. Attach completed permit application. <input type="checkbox"/> 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. <u>N/A</u>	
<b>F</b> Diagram – Show a sketch of project on reverse of this application with property lines, building, and setbacks or attach separate sheet. (Instruction sheet available upon request.)	

<b>G</b>	
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 type="checkbox"/> <input type="checkbox"/> <input checked="" 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> <u>2 CAR - 2 LEVEL</u>	
Garage (attached) ( <u>detached</u> )	<input checked="" 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 Add:</b> <u>Accessory</u>	
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>Office Use Only</b>			
Fees:	Type	Amount	Date Pd
Permit		\$ <u>75</u>	<u>3/14/13</u>
Recreation		\$ _____	<u>1/1/13</u>
Recording		\$ <u>10</u>	<u>3/14/13</u>
Certificate of Occ		\$ <u>75</u>	<u>6/12/13</u>
Other		\$ _____	<u>1/1/13</u>
<b>Building Permit</b>			
Approved <input checked="" type="checkbox"/>	Rejected <input type="checkbox"/>	Date	<u>3/14/13</u>
Issued to: <u>Catherine J. Jones Life Estate</u>			
Zoning Administrator: <u>Sharon L. Kelly</u>			
Notes: _____			
C.O. Required Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			

<b>G</b> Signature of Tenant and Signature of Owner <u>Catherine Jones</u>
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**THIS PERMIT VALID FOR TWELVE (12) MONTHS FROM DATE OF ISSUE**

(Web) 11/02/10

Harvey and Catherine  
20 Center Road  
Essex, VT 05452

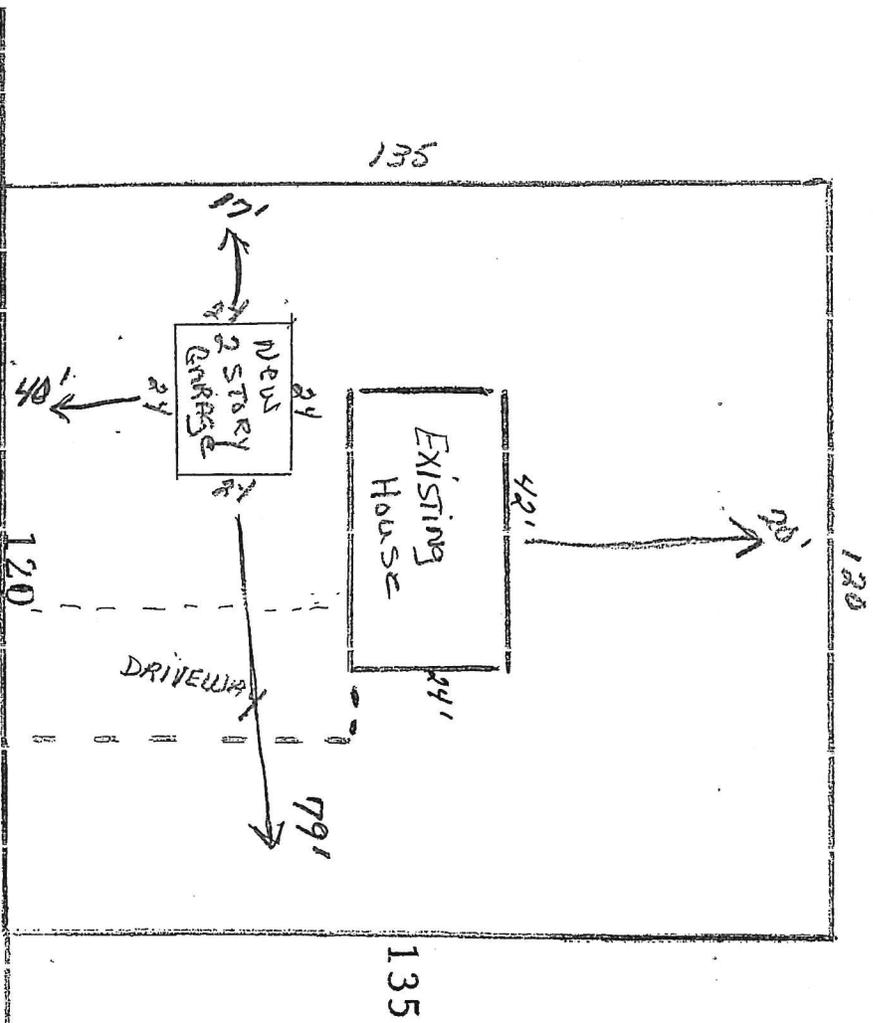
not to scale

EXISTING House 1410 sq ft

30% of GFA = 423 sq ft

- Accessory Apt will be located on 2nd floor of garage.
- will be 1 bedroom.
  - sufficient parking
  - Apt will be 384 sq. ft. (under 30%)

Center Road (Route 15)





# TOWN OF ESSEX VERMONT

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452  
Fax: 878-1353 • E-mail: [manager@essex.org](mailto:manager@essex.org) • Website: [www.essex.org](http://www.essex.org)

March 19, 2013

Mrs. Catherine Jones  
20 Center Road  
Essex Junction, VT 05452

Re: Water/ Sanitary Sewer Applications  
20 Center Road (Accessory Apartment)

Dear Mrs. Jones:

The Town of Essex approves your application for the additional water and sewer allocation to your home at 20 Center Road for your proposed accessory apartment. The Town of Essex has sufficient capacity within in both its water and sewer system to accommodate the increase of 60 GPD. Your lot is now approved for a maximum of 260 GPD for both water and sewer.

Please be advised, all connections and service lines installed on your lot shall be inspected by a representative of the Town before backfilling. If service lines and connections are backfilled without inspection, the Town will not issue a Certificate of Occupancy until the service lines and connections are excavated and inspected by a representative of the Town.

If you have any questions, please feel free to call.

Sincerely,

Aaron K. Martin, P.E.  
Utilities Director / Assistant Town Engineer

S:\PWORKS\WATER - SEWER Connections\Approval Letters\20 Center Road 03-19-13.doc

TOWN MANAGER	PARKS AND RECREATION	COMMUNITY DEVELOPMENT	PUBLIC WORKS	ASSESSOR	FINANCE	TOWN CLERK	LIBRARY	POLICE
878-1341	878-1342	878-1343	878-1344	878-1345	878-1359	879-0413	879-0313	878-8331

2013-28

2013-28

### Town of Essex Application for Water Service

Revised June 2012

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

Street Address: 20 Centre Rd Development: \_\_\_\_\_

Tax Map # 056 Tax Parcel 094 Tax Lot 001

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

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

Installer / Contractor:

Name: Rich Jones  
Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: 310-0141

Property Owner:

Name: Catherine Jones Hill Estate  
Address: 20 Centre Rd

Phone: 879-0937

Cell: \_\_\_\_\_

Firm Performing Main Line Tap:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Cell: \_\_\_\_\_



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.

8.) In consideration of water service supplied by the Town of Essex Water Department, I agree to be responsible for payment of all bills rendered and for all water used by me, my tenants, successors in tenancy or in ownership, and all persons at above locations, unless and until proper notice is given to the Town Water Department of termination of service on a specific date. I also agree to abide by all rules and regulations established by the Essex Water Department.

Signed: Catherine Jones Date: 03-18-13

PLEASE MAKE CHECK PAYABLE TO TOWN OF ESSEX WATER AND SEWER DEPARTMENT.  
DO NOT COMBINE WITH ZONING PERMIT FEE.

All water services are subject to a service initiation fee as set by the Water/Sewer Fee Schedule adopted by the Selectboard. The following fee schedule shall apply to all municipal water connections.

FOR OFFICE USE ONLY:

60 gallons/day x \$ 5.20 = \$ 312 + \$1,000 = \$ 312 <sup>Accessory Apt</sup>

Connection Fee: \$ 312 Rcvd by: ST Date: 3-18-13  Finance Notified

Approved by: HAW Date: \_\_\_\_\_  Letter Sent  Finance Notified

Inspected by: N/A Date: \_\_\_\_\_  Tie Drawing  Finance Notified

Meter Installed Date: \_\_\_\_\_ N/A

Master List Updated:  Approved  Inspected  Metered

2013-28

# Town of Essex Application for Sewer Service

Revised June 2012

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

Street Address: 20 Center Rd Development: \_\_\_\_\_

Tax Map # 056 Tax Parcel 094 Tax Lot 001

Does hereby request a permit to install and connect a building sewer to  
serve \_\_\_\_\_ unit(s)  Residential  Commercial  Industrial structure

<u>Installer / Contractor:</u>	<u>Property Owner:</u>
Name: <u>Rick Jones</u>	Name: <u>Catherine Jones, Life Estate</u>
Address: _____	Address: <u>20 Center Rd, Ex 11</u>
Phone: _____	Phone: <u>879-0937</u>
Cell: <u>310-0141</u>	Cell: _____

The owner / agent agrees:

- a) That all work shall be in accordance with the Town Sewer Ordinance, the Town Public Works Specifications, and all other pertinent ordinances or regulations of the Town of Essex.
- b) To install and maintain the private building sewer at no expense to the Town.
- c) To notify the Public Works Office twenty four hours prior to the start of construction for inspection purposes. No part of the sewer line may be covered until it has been inspected by the Town Representative.
- d) To pay the sewer charges (construction and operations) which are billed as set forth in the water/sewer fee schedule.

Signed: Catherine Jones Date: 03-18-13  
(Signature of Owner / Agent)



PLEASE MAKE CHECK PAYABLE TO TOWN OF ESSEX WATER AND SEWER DEPARTMENT, AND RETURN ALONG WITH APPLICATION TO THE COMMUNITY DEVELOPMENT OFFICE. DO NOT COMBINE WITH ZONING PERMIT FEE.

For Office Use Only

60 gallons / day x \$8.60 = \$ 516 + \$1,000 = \$ 1516 <sup>Accessory Apt</sup>

Received by: [Signature] Date: 3-18-13

Approved by: [Signature] Date: 03-19-13  Letter Sent  Finance Notified

Inspected by: [Signature] Date: \_\_\_\_\_  Tie Drawing  Finance Notified

Master List Updated:  Approved  Inspected

Catherine J. Jones  
P.O. Box 8363  
Essex, VT 05451  
802-879-0937



7426

Date 3/18/13

PAY TO THE  
ORDER OF

Town of Essex

in Dep \$ 828.00

Eight Hundred Twenty  
TD Bank

100 / 100 — DOLLARS Security features are included. Details on back.

For \_\_\_\_\_

Catherine Jones

⑆011600033⑆90415928⑆7426

TO REORDER VISIT WWW.CHECKS-SUPERSTORE.COM



*Dana D'Sheran D'Greg*

State of Vermont  
Department of Environmental Conservation  
Drinking Water and Groundwater Protection Division  
Essex Regional Office  
111 West Street  
Essex Junction, VT 05452-4695  
[www.septic.vt.gov](http://www.septic.vt.gov)

Agency of Natural Resources  
[phone] 802-879-5656  
[fax] 802-879-3871

*(old permit)*

April 10, 2013

Catherine J. Jones  
P.O. Box 363  
Essex VT 05451

RE: WW-4-4011, addition of a one bedroom accessory apartment with an existing three bedroom single family residence located at 20 Center Road in Essex, Vermont.

Dear Applicant:

We received your completed application for the above-referenced project on April 8, 2013, including a fee of \$245.00 paid by check #7437. Under the performance standards for this program, we will have a maximum of 30 days of "in-house" time to review your application. If we require further information from you to make a decision, the time until we receive it is not included in the in-house performance standards.

If you have any questions about the review process, or if you have not received a decision on your application within the 30 in-house days, please contact this office.

We have forwarded the information contained in your application to the Information Specialist for this region. A Project Review Sheet will be sent to you indicating other state agencies and departments you should contact regarding additional permits or approvals you may need under their programs. If you have not already done so, you should also check with town officials about any necessary town permits.

**If you submitted your application electronically through eDEC, your consultant will need to upload any revisions and send an email to Ernestine Chevrier, James Sandberg and the reviewer notifying us that you have resubmitted information. This email should reference both the eDEC number and the WW number for the project.**

For the Drinking Water and Groundwater Protection Division

*Ernestine Chevrier*  
Ernestine Chevrier  
Regional Office Coordinator

cc: Essex Planning Commission  
Douglas Goulette/Lamoureux & Dickinson Consulting Engineers, Inc.

APR 18 2013

