

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



Appeal Period Expired: 9, 13, 08 Permit # 2008-11
Date: 8/28/08 Application Fee: \$82 PH. Aug. 28/08
Applicant's Name and Address: Pamela Rodriguez
58 Greenfield Road, Essex, VT 05451
Type of Home Occupation: CPA - Tax Practice
Phone Numbers: Home: 876-7560 Work: 872-9753 Cell: _____
Zoning District: R2 Tax Map, Parcel, & Lot: 2 - 062 003 026

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

Applicant's Signature Pamela A. Rodriguez
Approved on: 8/29/08 Denied on: 1 1

(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.

Pamela A. Rodriguez, CPA
P.O. Box 8765
Essex, VT 05451

Phone: (802) 872-9753

Fax: (802) 872-9754

DATE: August 28, 2008
TO: Zoning Administrator, Town of Essex

RE: 58 Greenfield Road – Application for Permitted Home Occupation

Description of Tax Practice

- My CPA practice is limited to tax return preparation and consulting only (no accounting or auditing).
- I specialize in Trusts & Estates and Individuals (no business tax returns) – so the work I do is complex – this is not a “volume” practice. Often, there are multiple returns for a single “family” unit.
- The practice is “mature” – I have been a sole practitioner since Jan 1999 and a CPA since 1978.
- I currently do not have any non-family employees, nor do I have any immediate plans. I would, however, like the flexibility to be able to hire a maximum of one “full-time” (or equivalent) administrative assistant in the future.
- I have an established “book of business”. New clients are by referral from known and trusted sources only. No drive-by, walk-in, etc clients allowed. No business signs needed or wanted. I do not advertise. Only my name is listed in the yellow pages – no ad. Real “low profile”.
- The practice is highly seasonal, with peaks from roughly 3/1/xx – 4/15/xx and 9/15/xx -10/15/xx (final extension deadline).
- Many clients mail in their data and many returns are “delivered” via USPS (certainly my preference).
- Since I am a sole practitioner, I can only meet with one client at a time and make every effort to schedule appointments so there is no overlap, for confidentiality reasons. I strongly discourage clients from just “dropping by” and tell them hours are by appointment only.
- I have only occasional deliveries of office supplies, tax software, and tax research materials from UPS-type vehicles.
- I do not have a business vehicle.
- I average no more than five customer visits per day.
- The total area to be used by the practice – including finished and unfinished (inside storage) is less than 500 square feet and less than 25% of the total dwelling space.

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: 8/28/08 Zoning District: R2
Landowner's Name: Pamela Rodriguez Trust
Applicant's Name: Pamela Rodriguez
Address of Home Occupation: 58 Greenfield Road Essex
Name of Home Occupation: Pamela Rodriguez CPA

I. TYPE OF USE

1. Nature of the Home Occupation CPA - Tax Return Preparation & Tax Consulting
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, electrical disturbance, odors, heat, or glare? Specify:
None.

II. USE OF PROPERTY

1. Is the primary use of the property as a residence for the applicant? Y N
2. Lot size: .3 acres (80x150) Road Frontage: 80' ±
3. Number of buildings on property: One single family home
Total finished square footage of home: 1928 sq ft
4. Building(s) to be used: Existing? yes New? no
5. Square footage of Home Occupation:

	Inside House:	Inside Other Bldgs:	Outside:
Offices:	<u>350</u>	<u>0</u>	<u>0</u>
Working Area:	<u>-</u>	<u>0</u>	<u>0</u>
Storage: <u>- unfinished basement</u>	<u>150</u>	<u>0</u>	<u>0</u>

III. METHOD OF OPERATION

1. Number of employees: Family 0 Non-family possible = 1 max. now = 0
2. Hours of operation: 9:00a - 6pm Days of Week: Mon - Sat

IV. TRAFFIC AND PARKING

1. Projected traffic minimal Cars per day max = 5 Trucks per day max = 1/day ave \neq 1
2. Parking: Applicant's vehicle(s) stored outside: max = 2 outside (applicant + daughter) ave = 1/wk?

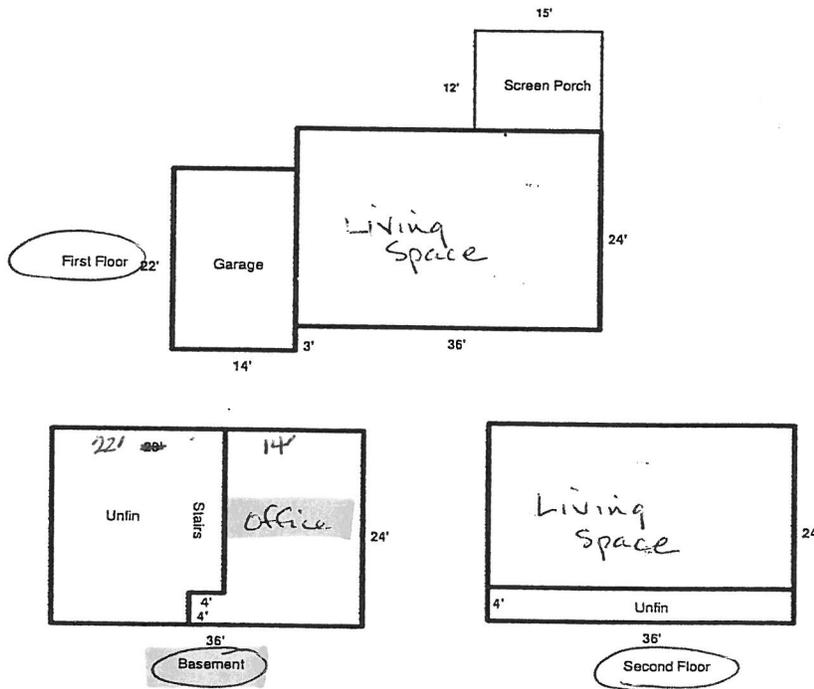
V. SIGN

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

college student not home full-time

VII. MAP

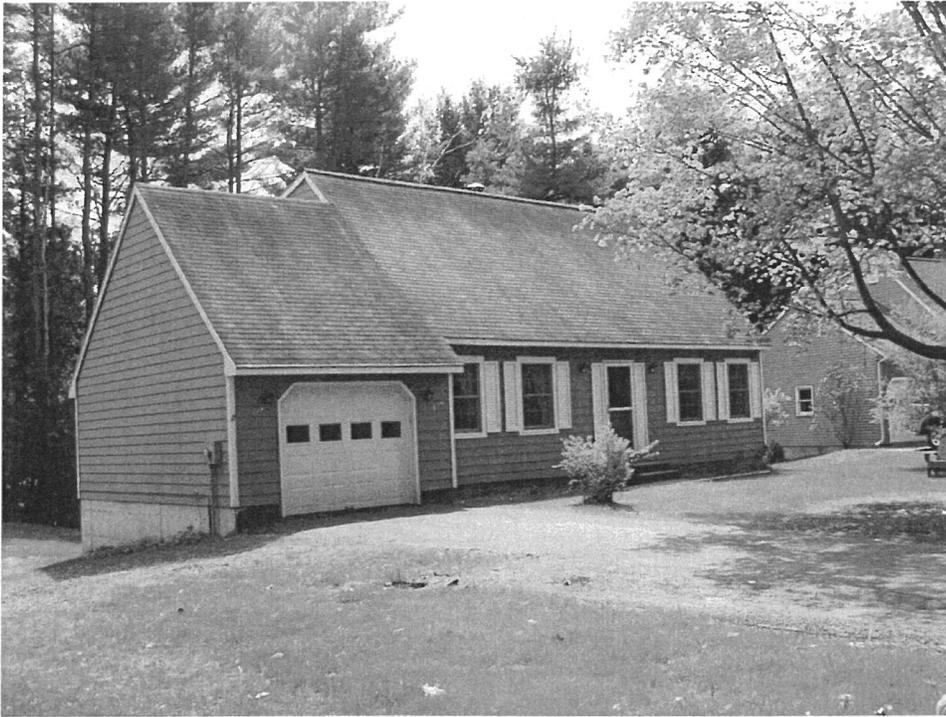
1. Neat ruler drawing showing size of building and floor plan indicating area to be used.
2. Submit photographs of all sides of the building.
3. Submit a brief narrative describing your business. - Attached.



Pamela A. Rodriguez Purchased on 7/2/08

Adorable Cape!

58 Greenfield Road, Essex VT



office space



- ◆ Built in 1979
- ◆ 3 Bedrooms
- ◆ 2 Full Baths
- ◆ EssexGreen Neighborhood
- ◆ 1598 AG SqFt
- ◆ 330 BG SqFt
- ◆ Hardwood Floors
- ◆ Attached Screened Porch

- ◆ Walkout Basement
- ◆ Furnace 4 years old
- ◆ Septic New Nov 2007
- ◆ Natural Gas avail



Jill Richardson
 Agent
Lang McLaughry Spera
 550 Hinesburg Road
 S. Burlington, VT 05403
 Office: 802.846.7923
 Office Fax: 802.864.1910
 Cellular: 802.760.7517
 Email: jill.richardson@lmsre.com

Room for 3 cars in driveway + 1 car in garage.



This information is believed to be accurate but is not warranted.



www.lmsre.com

R 2804588 Active

58 Greenfield Road, Essex VT 05452

List: Jill Richardson (802) 846-7923 of Lang McLaughry Spera-South Burlington (802) 864-0541 /

Firm: LMSR Agt: 0983



County: Chittenden
 Type: Residential
 Year Blt: 1979
 Parcel ID: 2-062-003-026
 Part of Larger Parcel: No
 Unadjusted Amount Taxes: 4272.28
 Bedrooms: 3
 Half Baths: 0
 Lot Size: 80X150
 Road Ftg: Yes
 ROW/ Feet: No/
 Apx Assn fee/Monthly: 16.66
 Apx Acres: 0.29
 Locale: Essex
 Development: Essex Green
 Yr Blt Desc:
 Zone: Residential
 Tax Year: 2007
 Tax Rate: Homestead
 Full/3 Qtr Baths: 2
 Total Baths: 2
 Leased Lot: No
 Road Frontage # Ft: 82
 Map:
 Common Acres: 0

Some file storage in this space

Elem School: Essex Elem/Founders
 Middle School: Essex Middle School
 High School: Essex High TOT 2432
 Apx fin SF AG: 1598
 Apx fin SF BG: 330 17%
 Total Apx fin SF: 1928
 Apx unfin SF AG: 0
 Apx unfin SF BG: 504
 Total Apx unfin SF: 504
 # Rooms AG: 5
 # Rooms BG: 1
 # Stories: 2

TS/FR Ownership: No
 # Weeks:
 Timeshare %:
 Basement: Yes
 Resort: No
 Garage: One Car
 Furnished: No
 Parking: Both
 Fireplace: No
 Fuel Co: Suburban
 House Color: Sage
 # Fireplaces: 0
 Phone Co: Fairpoint
 Cable Co: Comcast
 Elec Co: Green Mtn

Condo Name: Total # Units: Condo Bldg #: Condo Unit #:
 Rented/Mo. Rent: No/ \$ Mgmt Co./Ph: () - Mstr INS/Ph: () -

	DIM	LEV		DIM	LEV		DIM	LEV	Floor	BD	FB/3Qtr	HB
Living Rm	18X11	1	Mstr Bd	19X14	2	Utility Rm			1	1	1	0
Kitchen	12X8	1	2nd Bd	19X13	2	Other			2	2	1	0
Dining Rm	15X13	1	3rd Bd	12X11	1	Other 2			3			
Family Rm	15 X 22	B	4th Bd			Other 3			4			
Office/Study			5th Bd			Other 4			Bsmt			

Interior: 220 Plug , Ceiling Fan , High-spd Int Avail , Window AC , Bath Tub(s)
 Exterior Feat.: Screened Porch
 Rooms: Den/Office , Family , Living Room
 Appliances: Dishwasher , Electric Oven/Rng , Microwave , Refrigerator
 Assoc. Amen.: Pool , Tennis Court

Style: Cape Cod
 Roof: Archit. Shingle
 Driveway: Paved
 Sewer: Pumping Station , Septic
 Fireplace: None
 Financing: Conventional
 Kitchen/Dining: Kitchen/Dining , Pantry
 Garage: Attached/Built-in , Automatic Door/Opener
 Heat/Cool/Fuel: Forced Air , Humidifier , Multi Zone Heat , Oil
 Docs Avail.: Covenant , Deed , Property Disclosure
 Showing: 24 Hour , Appointment , Call LA , Leave Dated Card , Owner Occupied
 Type: Single Family
 Exterior: Clapboard
 Land Desc: Cul-De-Sac , Near Bus/ Shuttle
 Water: Municipal
 Foundation: Poured Concrete
 Water Heat: Electric , Rent Water Heater
 Floors: Hardwood , Slate/Stone , Vinyl , Tile
 Basement: Full , Interior Stairs , Part Finished , Walk Out
 Suit. Use/Lnd Typ: Not Applicable
 Possession: At Closing

Remarks: Adorable cape w/2 lg 2nd fl BRs; a 1st fl BR currently used as an office w/beautiful built-in desk w/storage. HW flrs through LR & DR. Two full baths both w/updated toilets. Walk-out finished FR in basement. Enjoy the outdoors in the 12x12 attached screened-in-porch w/new carpet. Professional electrician updated lighting, installed, hardwired smoke detectors as well as replaced any non-functioning outlets. Furnace is 4 yrs old & septic rpld Nov. '07. Natural Gas available.

Directions: Rt117 to Essex Green, left on Greenfield Road, up hill almost to the end of the cul-de-sac, home on Left.

Agent Remarks: Please call LA for appt the night before - dog. AC unit included w/shelf in DR. Seelers prefer a July closing. Seller retains the right to remove the 4 hydrangea plants in front.

List Type: Exclusive Right to Sell	Sell Price: \$	Deed Book: 208	Internet: Yes
List Date: 05/01/2008	How Sold:	Deed Page: 22	IDX/VOW: Yes/
Sold Date:	Buyer Agt Com: 3%	Lockbox: Electric	Var Rate Com: No
Pend Date:	Broker Agt Com: 3%	Sign: Yes	Concessions:
Withdr Dt:	Continue to Show:	Named Exception: No	Concession\$:
Expire Dt: 03/27/2009	Broker/Agt Owner: No	Land Gains: No	Limited Rep: No
Conting Dt:	Sp. Cont. Apply:	Former FSBO: No	DOM: 14
Exp Close Dt:	Orig List \$:	Orig List Agt: Jill Richardson	
Owner: Bruce and Sue MacMillan	Owner Ph: () -	Tenant/Ph: () -	
Appraiser/Ph: () -	Buyer:	List Office: (802) 864-1910	
		Fax:	