

**TOWN OF ESSEX**  
**CERTIFICATE OF OCCUPANCY APPLICATION**

DATE OF REQUEST: 3/3/00

MAP/PARCEL/LOT: \_\_\_\_\_

The undersigned herewith requests an inspection of the premises and the issuance of "Certificate of Occupancy" of premises, or portion thereof, for use or habitation.

This request is for use only of existing land or buildings.

This request is for new construction or rehabilitated or altered structure ~~which was~~ done under authority of zoning permit # 112-99

issued to Jay Gilmond on 5/17/99

Premises are at 26 Osgood Hill Road

Water service installation inspected and approved by Private Well

Driveway location inspected and approved by D. Lutz

Sanitary sewer connection or septic system inspected and approved by:

Name: Use of Septic System Date: formerly Used for mobile

Construction was begun 6/99 and completed 3/3, 2000

Approval granted by P.C. or Z.B.A. on \_\_\_\_\_, 20\_\_\_\_.

Use of premises intended Single family residence  
(type of use)

Applicant's Signature: Jay J. [Signature] Telephone: 877-4841

By issuance of this Occupancy Permit, the Town of Essex Zoning Administrator hereby acknowledges that the use and/or building construction is in complete conformity with the Zoning Regulations, unless otherwise noted. Field measurements and similar dimensions for setbacks are based in part on evidence supplied by owner. The Town of Essex is not liable for errors or mistakes when it is found that information submitted by the applicant is erroneous or inaccurate.

Certificate of Occupancy has been approved with  without  conditions.  
If with conditions, see attachment outlining same.

Certificate of Occupancy denied \_\_\_\_\_. Please see attachment with reasons for denial.

3/3/00  
Date

Jerry L. Firkey  
Jerry L. Firkey, Zoning Administrator

**MEMORANDUM**

TO: Jay Gilmond

FROM: Jerry L. Firkey, Zoning Administrator *JL*

DATE: March 6, 2000

RE: **ATTACHMENT TO CERTIFICATE OF OCCUPANCY #112-99**

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This memorandum will serve as an attachment to Certificate of Occupancy #112-99 for conditions of approval. The following are the conditions:

- The Mobile Home on your property that has been your residence for the past few years shall be abandoned for residential habitation.
- The Town Engineer has reported that there is still some unfinished work yet to take place to finalize your new curb cut. This work shall be completed by May 30, 2000 unless an extension of time is granted by the Town Engineer.
- Upon inspection of your new house, I observed a room that contained a full walk in closet that, in my opinion, qualifies as an additional bedroom.. You have agreed to close in the room in such a manner that there will no longer be a closet of any kind existing. I have agreed to provide you with 1-2 months to complete the work or in the meantime pay the Town of Essex the additional \$1906.00 impact fee that is required for a four bedroom house. Failure to comply with this condition will result in a Citation for a Zoning Violation which carries a maximum fine of \$100.00 per day for each day that a violation exist.

If you have any questions regarding any of the above conditions, please call me at 878-1343



# 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)

October 29, 2002

Jay and Barbara Gilmond  
26 Osgood Hill Road  
Essex Jct., VT 05452

Re: **CERTIFICATE OF OCCUPANCY #112-99**

Dear Mr. & Mrs. Gilmond:

This letter is sent to document the results of our meeting at your property on 26 Osgood Hill Road. I am satisfied that the closet for the fourth bedroom has been closed off and the room is being used for an office/den.

I am in receipt of your letter that states the family occupying the mobile home will vacate the premises on December 1, 2002. This will document that the final item for a non-restricted Certificate of Occupancy will be taken care of.

If you have any questions, regarding this letter, please call me at 878-1343.

Sincerely,

Jerry L. Firkey, Zoning Administrator

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# 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)

October 15, 1999

Mr. Brian Tillman  
3069 Williston Road  
So. Burlington, VT. 05403

Dear Mr. Tillman:

Per your recent inquiry, I inspected the property at 26 Osgood Hill Road and found that all the terms and conditions of the curb cut have been fulfilled.

Sincerely,

Dennis E. Lutz, P.E.  
Town Engineer/P.W. Director

cc: Jerry Firkey, Zoning Administrator

DEL/cms



# TOWN OF ESSEX VERMONT

81 MAIN STREET, ESSEX JUNCTION, VERMONT 05452  
Fax: 878-1353 • E-mail: manager@essex.org • Website: www.essex.org

October 18, 2002

Jay Gilmond  
26 Osgood Hill Road  
Essex Jct., VT 05452

Re: **Certificate of Occupancy #112-99**  
**26 Osgood Hill Road**

Dear Mr. Gilmond:

On a recent drive past your property at 26 Osgood Hill Road, I noticed that there were three (3) registered motor vehicles in the driveway of the mobile home. These vehicles and other items in the yard indicate the appearance that someone is living in the mobile home.

When I issued the Certificate of Occupancy for you to occupy your new house one of the conditions of the occupancy was that you abandon the use of the mobile home for residential purposes. The only thing that I agreed you could use the mobile home for was for an accessory use and that being an office for your business and for storage of personal items.

On another issue, you were to abandon the closet in one of the rooms to cease its use for a bedroom. I need to do an inspection so that I can release the Certificate of Occupancy conditions that were issued to permit #112-99 (copy enclosed), as well as a recent 'Request for Zoning Compliance'.

Please contact me within the next seven (7) days to discuss these matters in more detail.

Sincerely,

Jerry L. Firkey, Zoning Administrator

Enclosure: Certificate of Occupancy #112-99

cc: Herbert Durfee, Community Development Director

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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

**WARD, KELLEY & BABB**  
ATTORNEYS-AT-LAW  
3069 WILLISTON ROAD  
SOUTH BURLINGTON, VERMONT 05403-6030  
*A Tradename for a Professional Corporation*

EUGENE J. WARD, III  
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MARIKATE E. KELLEY  
MATTHEW M. GLITMAN  
MARY B. TROTTIER  
CHRISTOPHER D. HALPIN  
DANIEL H. MAGUIRE  
PETER B. SCHUBART

CLOSING COORDINATOR:  
JO RICHER

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(802) 863-0307  
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wkblawyr@vbiemail.champlain.edu

MAR 9 2000

March 2, 2000

Jerry L. Firkey, Zoning Administrator  
Town of Essex  
81 Main Street  
Essex Junction, Vermont 05452

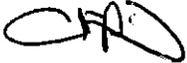
Re: Certificate of Occupancy #208-96,  
Mobile Home at 26 Osgood Hill Road  
(Jay and Barbara Gilmond)

Dear Jerry:

Upon checking with your office on February 7, 2000, I learned that the Certificate of Occupancy on the above parcel had been denied due to curb cut issues (see copy of your attached letter dated October 21, 1996). Subsequent review of our files revealed that the Town Engineer had previously written this office stating that the "terms and conditions of the curb cut ha[d] been fulfilled" (see copy of Dennis Lutz' letter dated October 15, 1999).

Does the engineer's letter indicate that nothing impedes the issuance of the above certificate? I await your response.

Very truly yours,



Christopher Halpin, Esq.