

Appeal Period Expires 1 / 17 / 26  
 Zoning District R2

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

Application Date 1 / 8 / 26  
 Permit Number 2026-10

- Prior to construction, you are responsible for identifying and obtaining all necessary State permits and approvals, including State environmental permits from the VT Agency of Natural Resources. For State environmental permits, visit the Permit Navigator ([dec.vermont.gov/permithnavigator](http://dec.vermont.gov/permithnavigator)). For further assistance, contact the Department of Environmental Conservation's Environmental Assistance Office at [ANR.DECAssistance@vermont.gov](mailto:ANR.DECAssistance@vermont.gov) or 802-828-0141.
- Post permit card visible to the road immediately as Permit is appealable within 15 days of issuance and during construction.
- 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:** NSMaurthe

**A**

Parcel Account Number (Map-Parcel-Lot): 2 - 050 - 039 - 000  
 Property Address: 208 Sand Hill Rd.  
 Owner: Town of Essex  
 Owner Address: 81 Main St. Essex, VT 05452  
 Owner Phone 1: 878-1341 Phone 2: \_\_\_\_\_  
 Email: recmail@essex.org  
 Tenants/Contractor Name: Essex Parks & Recreation  
 Phone: 878-1342 Email: recmail@essex.org  
 Estimated Construction Dates: Start: 1 / 1 / 26 Completion: 12 / 31 / 26  
 Square Feet: \_\_\_\_\_ Estimated Cost (labor & materials): \$ \_\_\_\_\_

**H**

Check box(es) which describe proposed use or construction (circle choice in parenthesis).  
 N = New A = Addition R = Remodel

<i>Residential:</i>	N	A	R
Single Family	<input type="checkbox"/>	<input type="checkbox"/>	<input 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"/>
<i>Inclusions or Additions:</i>			
Garage (attached) (detached)	<input 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 ground) (above ground)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barn (residential) (agricultural)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Non-residential:</i>			
Commercial/Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Stormwater:</i>			
Stormwater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<i>Other:</i>			
Change in Use <u>Event</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Miscellaneous <u>Permit</u>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renewal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**B**

**SEWAGE DISPOSAL** (Please attach State Septic Approval or Sewer Service Application)  
 Public  Septic  Connection Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_ / \_\_\_ / \_\_\_  
 Proposed New Bedrooms: \_\_\_\_\_ Existing Bedrooms: \_\_\_\_\_

**C**

**WATER** (Please attach Water Service Application)  
 Public  Well  Connection Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_ / \_\_\_ / \_\_\_

**D**

**FIRE IMPACT FEE**  
 Proposed New Bedrooms: \_\_\_\_\_ Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_ / \_\_\_ / \_\_\_  
 Non-residential: Square Feet: \_\_\_\_\_ Number of Employees: \_\_\_\_\_

**E**

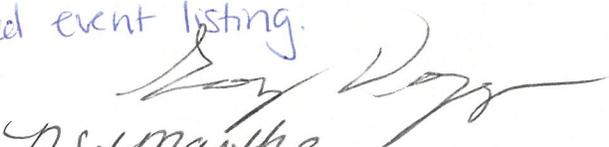
**DRIVEWAY** (Please attach copy of approved Curb Cut / Utility Application)  
 Date of approval: \_\_\_ / \_\_\_ / \_\_\_

**F**

**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 surfaces  $\geq$  1/2 acre – Erosion Control Permit and Stormwater Management Permit required. Attach completed application permit.

**G**

Diagram – show a sketch of project on reverse of this application or separate sheet with property lines, buildings and setbacks.

See attached event listing.  
  
 Signature of Tenant and  
 Signature of Owner NSMaurthe

**OFFICE USE ONLY**

Fees:	Amount	Date Paid
Permit	\$ _____	___ / ___ / ___
Recreation	\$ _____	___ / ___ / ___
Recording	\$ <u>hkr</u>	___ / ___ / ___
Certificate of Occ.	\$ _____	___ / ___ / ___
Other	\$ _____	___ / ___ / ___

**BUILDING PERMIT**

Approved  Rejected  Date 12 / 26  
 Issued to: Town of Essex  
 Zoning Administrator: Sharon Kelley  
 Notes: \_\_\_\_\_  
 \_\_\_\_\_  
 Certificate of Occupancy Required Yes  No

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

Programs + Events will be held within the perimeters of Sand Hill Park. All parking for events will be in the designated parking lot. No parking will be permitted on or near Sand Hill Rd. No parking attendants will be needed outside of EPR Staffing.

### Events to be held

- Winter Whimsical walk - Nov. 28, 4-7
- Spring Event - including egg hunt/roll - April 4, 10-12
- Movie in the Park - June, July, August (1 Friday a month, 7-9)
- Essex Farmers Market - June 3 - August 19
- Carving Pumpkin event - October.
- Winter lights - Nov - Dec.
- Yoga in the Park - June 23 - July 28.
- Community BBQ, June + August.
- Pickleball Tournament - Sept.
- concerts in the park - June - August.
- Howl-ween dog parade - October
- pop-up craft/activity tables - May - September

G Diagram - Provide diagram here and include all setbacks.

Sand Hill Rd



No Parking

LLC Attic-Solutic  
& Insulation's &

Parking



Sand Hill Park  
Swimming Pool



Parking

