

Appeal Period Expires 3/11/26
 Zoning District AR

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

Application Date / /
 Permit Number 2024-16

- Contact State Permit Specialist Jeff McMahon (477-2241) to check for state permitting and/or setbacks.
- Post permit card visible to the road immediately as Permit is appealable within 15 days of issuance.
- 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: [Signature]

A Parcel Account Num. (Map-Parcel-Lot) 2- 014-048-000
 Property Address: 191 Chapin Rd.
 Owner: Mark & Heidi Allard
 Owner Address: 191 Chapin Rd
 Owner Phone: (work) _____ (Cell) 802-318-1949
 (Email) theallards@gmail.com
 Tenants name: Self Phone: _____
 (or contractor) Cell: _____
 Estimated Construction Dates: Start: / / Completion: 6/1/26
 Sq. Feet: +1600 Estimated Cost (labor & materials): \$180,000

B Sewage Disposal (Please attach Sewer and/or State Septic Approval).
 Public Septic Connection Fee \$ _____ Date Paid: / /
 Proposed New Bedrooms: 1 Existing Bedrooms 2 NW-4-649

C Water (Please attach Water Service Application if applicable).
 Public Well Fee \$ _____ Date Paid: / /

D Driveway (Please attach copy of approved Curbcut / Utility Application).
 Date of approval: / / existing

E 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 surface greater than or equal to 1/2 acre – Erosion Control Permit and Stormwater Management Permit required. Attach completed permit application.

F Diagram – Show a sketch of project on reverse of this application with property lines, building, and setbacks or attach separate sheet.

ADU over the detached garage.
 Signature of Tenant and Signature of Owner [Signature]

G

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

Residential:	N	A	R
Single Family <u>ADU after thru fact.</u>	<input type="checkbox"/>	<input checked="" 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"/>
Inclusions or Additions:			
Garage (attached) (detached)	<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"/>
Non-residential:			
Commercial / Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater:			
Stormwater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:			
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"/>

Office Use Only

Fees:	Type	Amount	Date Pd
Permit		\$ <u>972</u>	<u> / / </u>
Recreation		\$ <u>940</u>	<u> / / </u>
Recording		\$ <u>60</u>	<u>2/24/26</u>
Certificate of Occ		\$ <u>200</u>	<u> / / </u>
Other	<u>Fire</u>	\$ <u>1120</u>	<u> / / </u>

Building Permit
 Approved Rejected Date 2/24/26
 Issued to: MARK J. + Heidi L. Allard
 Zoning Administrator: Shawn Kelley
 Notes: PKES information provided.
 C.O. Required (Certificate of Occupancy) Yes No

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

State of Vermont
Department of Environmental Conservation
Drinking Water and Groundwater Protection Division
Essex Junction Regional Office
<http://dec.vermont.gov/water/ww-systems>

Agency of Natural Resources

February 10, 2026

Heidi and Mark Allard
191 Chapin Road
Essex Jct., VT 05452

Subject: Wastewater System and Potable Water Supply Permit # WW-4-6419 for a project located in Essex, Vermont

Dear Permittee:

Here is a copy of your WW-4-6419 permit marked "Documents For Recording."

You must record this permit in the Essex land records within 30 days of the issue date. The town office charges a fee for recording.

To get copies of your approved plans, you can either contact your licensed designer or visit <https://dec.vermont.gov/water/ww-systems> and use the document search. You may print or save any documents or plans you find.

Please read your permit carefully to see what might be required. Your permit may need an installation certification, inspections, or other reports.

Thank you for your cooperation. Please contact me if you have any questions.

For the Drinking Water and Groundwater Protection Division,



Hannah Pelkey
Environmental Technician III
Hannah.Pelkey@vermont.gov

Enclosures



State of Vermont
Department of Environmental Conservation

Agency of Natural Resources
Drinking Water and Groundwater Protection Division

WASTEWATER SYSTEM AND POTABLE WATER SUPPLY PERMIT

LAWS/REGULATIONS INVOLVED

10 V.S.A. Chapter 64, Potable Water Supply and Wastewater System Permit
Wastewater System and Potable Water Supply Rules, Effective November 6, 2023

Permittee(s): Mark J. Allard

Permit Number: WW-4-6419

Heidi L. Allard

191 Chapin Road

Essex Jct., VT 05452

This permit affects the following property/properties in Essex, Vermont:

Lot	Parcel	SPAN	Acres	Book(s)/Page(s)#
48	2014048000	207-067-15075	3.49	Book:1046 Page(s):588

This application consists of the construction of a detached 1-bedroom accessory dwelling unit (ADU) on an existing lot with an existing 2-bedroom single-family residence, served by a shared on-site existing drilled well water supply, located at 191 Chapin Road in Essex, Vermont, is hereby approved under the requirements of the regulations named above subject to the following conditions. Any person aggrieved by this permit may appeal to the Environmental Court within 30 days of the date of issuance of this permit in accordance with 10 V.S.A. Chapter 220 and the Vermont Rules of Environmental Court Proceedings.

1. GENERAL

- 1.1. The permittee is responsible for recording this permit in the Essex Land Records within 30 days of issuance of this permit and prior to the conveyance of any lot subject to the jurisdiction of this permit.
- 1.2. The permittee is responsible for recording the design and installation certifications and other documents that are required to be filed under these Rules or under a permit condition in the Essex Land Records.
- 1.3. Each assign or successor in interest shall be shown a copy of the Wastewater System and Potable Water Supply Permit and the stamped plan(s) prior to the conveyance of a lot.
- 1.4. By acceptance of this permit, the permittee agrees to allow representatives of the State of Vermont access to the property covered by the permit, at reasonable times, for the purpose of ascertaining compliance with the Vermont environmental and health statutes and regulations, and permit conditions.
- 1.5. The Drinking Water and Groundwater Protection Division relied upon the Vermont Licensed Designer's certification that the design-related information submitted is true and correct and complies with the Wastewater System and Potable Water Supply Rules. This permit may be revoked if it is determined the design of the wastewater system or potable water supply does not comply with these rules.
- 1.6. This permit does not relieve the landowner from obtaining all other approvals and permits from other State Agencies or Departments or local officials prior to construction.

2. CONSTRUCTION

- 2.1. Construction shall be completed as shown on the plans and/or documents prepared by Peter Mazurak, with the stamped plans listed as follows:



Title	Sheet #	Plan Date	Revision
W/WW Site Plan	C2-01	08/04/2025	N/A
W/WW Details	C8-01	08/04/2025	12/17/2025

- 2.2. Construction of wastewater systems or potable water supplies, or buildings or structures (as defined by the Wastewater System and Potable Water Supply Rules), or campgrounds, not depicted on the stamped plans, or identified in this permit, is not allowed without prior approval by the Drinking Water and Groundwater Protection Division.
- 2.3. No buildings, roads, water pipes, sewer services, earthwork, re-grading, excavation, or other construction that might interfere with the operation of a wastewater system or a potable water supply are allowed on or near the site-specific wastewater system, wastewater replacement area, or potable water supply depicted on the stamped plans. Adherence to all isolation distances that are set forth in the Wastewater System and Potable Water Supply Rules is required.

3. INSPECTIONS

- 3.1. No permit issued by the Secretary shall be valid for a substantially completed potable water supply and wastewater system until the Secretary receives a signed and dated certification from a qualified Vermont Licensed Designer (or where allowed, the installer) on a Secretary-approved form that states:

"I hereby certify that, in the exercise of my reasonable professional judgment, the installation-related information submitted is true and correct and the potable water supply and wastewater system were installed in accordance with the permitted design and all permit conditions, were inspected, were properly tested, and have successfully met those performance tests."

or which satisfies the requirements of §1-311 of the referenced rules.

4. DESIGN FLOW

- 4.1. The following table provides the flows that the wastewater system and potable water supply are designed to accept based on existing and proposed lot and building uses. The design flows in gallons per day (gpd) in the following table are derived from section 1-803 of the Rules:

Lot	Building	Building Use / Design Flow Basis	Wastewater (gpd)	Water (gpd)
48	Existing	Residential Living Unit with 2-bedrooms (based on 4-person occupancy)	280	280
48	Proposed	Detached ADU Residential Living Unit with 1-bedroom (based on 2-person occupancy)	140	140

- 4.2. The table above reflects the designed capacity for wastewater systems and potable water supplies derived from the uses documented in the permit application. If additional capacities are needed, a permit amendment will be required for the total design flows.

5. WASTEWATER SYSTEM

- 5.1. Prior to construction or site work, a designer shall flag the proposed leachfield, and the owner shall maintain the flags until commencement of construction of the system.
- 5.2. Should the wastewater system fail and not qualify as a minor repair or for an exemption, the landowner shall engage a qualified Licensed Designer to evaluate the cause of the failure and submit an application to the Drinking Water and Groundwater Protection Division, and obtain approval thereof, prior to correcting the failure.
- 5.3. This permit does not relieve the permittee of the obligations of Title 10, Chapter 48, Subchapter 4, for the protection of groundwater.

6. POTABLE WATER SUPPLY

- 6.1. Lot 48 is authorized to utilize the existing on-site water supply system provided the potable water supply is operated at all times in a manner that keeps the supply free from contamination. No changes

DOCUMENTS FOR RECORDING

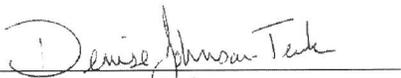
Wastewater System and Potable Water Supply Permit
WW-4-6419

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shall be made to the existing water system, and no other means of obtaining potable water shall be allowed, without prior review and approval by the Drinking Water and Groundwater Protection Division unless otherwise exempt. The landowner shall immediately notify the Division if the water supply system fails to function properly and becomes a "failed supply".

- 6.2. Should the potable water supply fail and not qualify as a minor repair or for an exemption, the landowner shall engage a qualified Licensed Designer to evaluate the cause of the failure and submit an application to the Drinking Water and Groundwater Protection Division, and obtain approval thereof, prior to correcting the failure.

Julia S. Moore, Secretary
Agency of Natural Resources

By 
Denise Johnson-Terk
Environmental Analyst VI
Essex Junction Regional Office
Drinking Water and Groundwater Protection Division

Dated February 10, 2026

cc: Peter Mazurak

