

**Town of Essex**  
**APPLICATION FOR ZONING PERMIT**  
(REV. 3/31/2014)

Please fill out to the best of your knowledge. Staff will complete anything left blank:

Application # \_\_\_\_\_ Date \_\_\_\_\_

Location of Premises \_\_\_\_\_

Assessor's Map #. \_\_\_\_\_ Lot No. \_\_\_\_\_ Zoning District \_\_\_\_\_ Lot size \_\_\_\_\_

Gateway Conservation District \_\_\_\_\_ Conservation District \_\_\_\_\_ CAM area \_\_\_\_\_

Flood Plain District \_\_\_\_\_ Water Resource District \_\_\_\_\_ NDDDB area \_\_\_\_\_

**Property Owner(s)** \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

**Applicant** \_\_\_\_\_

Address \_\_\_\_\_ Telephone \_\_\_\_\_

Complete description of proposed use or project (include dimensions, if applicable): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Existing Building Coverage \_\_\_\_\_ % Proposed Building Coverage \_\_\_\_\_ %

Existing Property Use \_\_\_\_\_

Are wetlands and/or watercourses present anywhere on the property? \_\_\_\_\_

ZBA Approval Date \_\_\_\_\_ Wetlands Permit Approval Date \_\_\_\_\_

Special Exception Approval Date \_\_\_\_\_ CAM Approval Date \_\_\_\_\_

*By signing this application, the applicant(s) and/or owner(s) agree that the Zoning Official and the Zoning Commission or their agent(s) are authorized to enter upon the property for which this permit applies for the purpose of inspection and enforcement and administration of the Zoning Regulations for the Town of Essex. This permit is issued based upon the plot plan and all supporting documents submitted. Falsification by misrepresentation or omission or failure to comply with the conditions of this permit shall constitute a violation of the Essex Zoning Regulations and shall render this permit void.*

*This permit is void if: work or activity does not commence within 12 months from the date of approval. Work activity being performed is not in accordance with this permit.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

**Email** to whom to send approved zoning permit \_\_\_\_\_

A site plan is attached clearly showing:

- a) The location and exact dimensions of all boundaries of the lot;
- b) The location of wetlands and/or watercourses (including but not limited to, streams, ponds or lakes) on, or near the property;
- c) The location and exact dimensions of all existing and proposed structures and other improvements including the location and layout of the septic system and the source of water supply;
- d) The exact distance of proposed structures and improvements from lot lines;
- e) Name and location of each street abutting the lot, and/or the location and width of any other way affording access to the lot from a street;
- f) A floor plan if application is for a commercial change of use

The following must also be furnished as part of the application:

- g) A list of the names and mailing addresses, with Tax Map and Tax Lot Numbers, of owners of all land adjacent to the land to which this application relates; and
- h) **Fees: Permit \$11.00 and DEEP \$60.00.** Make one check made payable to the Town of Essex.
- i) **Required Bonds if applicable:**
  - Single Family Dwelling - **\$2,000.00**
  - Additions 800+ sq ft - **\$1,000.00**
  - Commercial operation as per zoning regulations section 121D

I / We certify that all the information on this application, including that on the site plan and any attachments, is correct as of the date below and complete. I/We certify that I/we am/are the owner(s) of the premises described above, or the authorized agent of the owner(s) of said premises.

\_\_\_\_\_  
Dated:

\_\_\_\_\_  
Applicant(s) or Agent Signature(s)

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**FOR OFFICIAL USE ONLY:**

Health Department Approval Date \_\_\_\_\_

Date received by ZEA \_\_\_\_\_ Fees: Town - \$11 \_\_\_\_\_ DEEP - \$60 \_\_\_\_\_

Signature of Zoning Enforcement Agent \_\_\_\_\_ Approval Date \_\_\_\_\_

Denied (date) \_\_\_\_\_ Sec. \_\_\_\_\_

Permit Conditions/Reasons:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_