

P2C 21-14

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TOWN OF ESSEX  
LAND USE APPLICATION  
PART ONE

BY: .....

PLEASE CHECK THE APPROPRIATE LINE(S) AND ATTACH THE APPROPRIATE APPLICATION(S):

- SPECIAL EXCEPTION  VARIANCE / APPEAL \_\_\_\_\_
- SITE PLAN REVIEW \_\_\_\_\_ APPROVAL OF LOCATION \_\_\_\_\_
- INLAND WETLANDS PERMIT \_\_\_\_\_ REGULATION TEXT AMENDMENT \_\_\_\_\_
- INLAND WETLANDS PERMIT \_\_\_\_\_ ZONE CHANGE \_\_\_\_\_
- AGENT APPROVAL \_\_\_\_\_ COASTAL SITE PLAN REVIEW \_\_\_\_\_
- WETLAND PERMIT TRANSFER \_\_\_\_\_ MODIFICATION OF PRIOR APPROVAL \_\_\_\_\_
- SUBDIVISION OR RESUBDIVISION \_\_\_\_\_ SPECIAL FLOOD HAZARD AREA PERMIT \_\_\_\_\_

PROJECT DESCRIPTION:

Convert existing public Wellness Center and Spa into private Wellness Center housing no more than eight suites plus the existing ranch house. See attached statement.

PROJECT NAME: \_\_\_\_\_

STREET ADDRESS OF PROPERTY 63 South Main Street, Essex

ASSESSOR'S MAP 46 LOT 33 LOT SIZE 2.79 AC DISTRICT RU

APPLICANT Essex House, LLC PHONE 323-697-7278

APPLICANT'S AGENT (if any) Terrance D. Lomme PHONE 860-767-2300

ENGINEER, SURVEYOR/ARCHITECT Richard Gates/George Penniman PHONE \_\_\_\_\_

Note:

1) TO BE ACCEPTED BY THE LAND USE OFFICE. THIS APPLICATION MUST BE COMPLETED, SIGNED, AND SUBMITTED WITH THE REQUIRED FEE(S) AND MAP(S) PREPARED IN ACCORDANCE WITH THE APPLICABLE REGULATIONS.

2) THE SUBMITTAL OF THIS APPLICATION CONSTITUTES THE PROPERTY OWNER'S PERMISSION FOR THE COMMISSION OR ITS STAFF TO ENTER THE PROPERTY FOR THE PURPOSE OF INSPECTION.



**TOWN OF ESSEX**  
**Planning and**  
**Zoning Commission**  
 29 West Avenue  
 Essex, CT 06426  
 860-767-4340 x 115 Fax: 860-767-8509  
[www.essexct.gov](http://www.essexct.gov)

Fees: \$135.00 + \$60.00 (DEP)  
 Make check payable to the Town of Essex

**Application for Special Exception**

**PART TWO**

Owner(s) of Property : Essex House LLC  
 Address: P.O. Box 606 Essex, CT 06426  
 Phone No.: 323-697-7278 Email: \_\_\_\_\_

The Commission is authorized to grant a Special Exception for the use and/or improvement herein proposed by the provisions of Section 60A.2(d) of the Essex Zoning Regulations.

Accompanying this application form is:

- A) A complete and comprehensive statement describing the proposed changes in use and/or improvements for which the amendment is requested;
- B) A complete legal description of the premises involved, identifying boundaries by metes and bounds or by courses and distances;
- C) A list of names and addresses, with Tax Map and Tax Lot Numbers of owners of all land abutting, and directly across the street from the land to which this application relates and;
- D) A Site Development Plan prepared or approved by a registered professional engineer or surveyor showing all information required to determine the compliance with the Zoning Regulations including lot area, distances of improvements from lot lines, area coverage, and building height.

I/We, the undersigned, certify that all the information on this application, including all accompanying documents, is correct as of the date below, and conforms with Town's zoning regulations. I/ We certify that I/ We am/are the owner(s) of the premises described above and are aware of and understand the above referenced zoning regulation(s).

<p><b>FOR OFFICIAL USE ONLY:</b></p> <p>Application No. <u>21-14</u></p> <p>Date received by ZEO: _____</p>
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Signed: Essex House LLC  
[Signature]  
 Property owner its agent  
 Dated: 12-10-21

## Appendix A

### Application Checklist for Special Exception

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This checklist is to be completed by the applicant(s) and submitted to the Commission along with a completed application for Special Exception. Information should also appear on the site development plan and within the support documents as appropriate. No section may be left incomplete. Where no area in the “waiver” category is provided for check-off, submission of information is always mandatory.

Waiver(s) may be granted by the Commission pursuant to Section 120C.8. for the furnishing of item(s) of information in which the Commission finds that such item(s) are not relevant to the proper disposition of an application. Such waiver(s) are limited to the furnishing of said information and do not include a request for delay in time to submit necessary items.

Nothing in this section shall prohibit an applicant(s) from requesting a waiver(s) in advance of submitting an application for Special Exception to the Commission.

This checklist shall be complete when signed and dated by the applicant(s) where such signatures and date shall be entered no later than the actual date of the submission of said application.

**NOTE: A SIGN IS REQUIRED TO BE POSTED ON THE PREMISES RE: SECTION 120F. STANDARDS OF THE ZONING REGULATIONS AS FOLLOWS:**

120F. PUBLIC HEARING. The Commission shall hold a public hearing on each application for a special exception. A copy of such application shall be filed in the office of the Town Clerk for public inspection at least ten (10) days before such hearing. Notice of the time and place of such hearing shall be published in the form of a legal advertisement appearing in a newspaper having a substantial circulation in the Town, at least twice, at intervals of not less than two (2) days, the first not more than fifteen (15) days, nor less than ten (10) days, and the last not less than two (2) days before the hearing. Such notice shall fairly and sufficiently apprise those who may be interested in the proceeding of the nature and character of the matter proposed in order that intelligent preparation for the hearing may be made. Such hearing shall commence within sixty-five (65) days after the receipt of the application. The hearing shall be completed within thirty-five (35) days after it commences. The commission shall render a decision on all applications within sixty-five (65) days after completion of such hearing. The petitioner or applicant may consent to one or more extensions of any period specified in this section, provided the total extensions all such periods shall not be longer than sixty-five (65) days, or may withdraw such petition or application.

**Not less than fifteen days prior to the commencement of the public hearing, the applicant shall post a notice of the hearing on the property involved.** Said notice shall be in the form of a freestanding sign, facing each adjacent public street, placed no more than thirty feet (30') from the public right-of-way and shall be clearly legible from the public street. **Said sign shall be produced of weather resistant material, shall be legibly lettered with a minimum letter size of two inches (2"). The sign shall not be greater than twelve square feet (12 sq. ft.).**

The sign shall contain the following text:

"Application pending on this property before the Planning and Zoning Commission for Special Exception approval for which a public hearing is being held:

Time: 7pm  
Date: January 4, 2022  
Place: Town Hall, 29 West Avenue, Essex, CT 06426  
For more information, call (860)767-4340 (or as said number is changed from time to time).

Said sign shall not be removed until after the public hearing has concluded. (August 1, 2007)

**Note:** If no required sanitary letter and data accompanies this application, a complete application shall be submitted to the Town Director of Health or the Town Sanitarian for review no later than the date of this completed application is received by the Commission. A letter from the Town Director of Health of the Town Sanitarian, along with a complete application, shall be filed in the office of the Town Clerk at least ten (10) days prior to the scheduled public hearing.

This checklist is a guide to assist the applicant(s). It does not relieve the applicant from the responsibility of being familiar with the Town of Essex Zoning Regulations and submitting a complete application.

Where the submission of information for a particular Special Exception application does not apply, the response in the 'provided' column may be checked off as "no" and such information shall not be required.

Signature of Property Owner

Essex House, LLC  
[Signature]  
ITS agent

Date: 12-10-21

SECTION No.	DESCRIPTION	PROVIDED			WAIVER REQUEST
		YES	No	N/A	
120A.1	Owner	X			
120A.2	Purchaser Owner's written consent		X		
120A.3	Lessee Owner's written consent		X		
120B	Application Documents- 15 copies	X			
120C.1	Description of Premises	X			
120C.2	List of Neighboring Owners	X			
120C.3	Statement of Use	X			
120C.4	Site Development Plan	X			
120C.4.a	Owner / Applicant Name	X			
120C.4.b	Plan Data		X		
120C.4.c	Roadways		X		
120C.4.d	Survey Monuments	X			
120C.4.e	Municipal / District Boundaries	X			
120C.4.f	Easements / R-O-W / etc.			X	
120C.4.g	Wetlands and Watercourses			X	
120C.4.h	Total Premise Area Use	X			
120C.4.i	Building / Lot Coverage	X			
120C.4.j	Location / Setback Data	X			
120C.4.k	Building / Structure Dimension Signs and Lighting	X			
120C.4.l	Roadways and Parking	X			
120C.4.m	Infrastructure Data			X	
120C.4.n	Access / Soil / etc.			X	
120C.4.o	Water Supply / Septic Systems	X			
120C.4.p	Land Contours / Topography (____ foot intervals)			X	
120C.4.q	Wetlands / Watercourses			X	
120C.4.r	Soils Classifications			X	
120C.4.s	Grading / Filling Limits / Erosion and Sediment Control			X	
120C.4.t	Special Flood Hazard Area			X	
120C.4.u	Floor Area / Parking Calculations / Parking Spaces per section .110	X			
120C.5	Sanitation Letter & Data (see note below)				
120C.6	Multiple Dwelling Projects			X	
120C.7	Non-Commercial Timber Cutting			X	
120C.8	Waiver Requests (written)			X	
120D	Maps, Drawings, Certification	X			
101	Gateway Conservation District			X	
102	Coastal Management District			X	
103	Flood Plain District			X	
104	Water Resource District			X	
	Application submitted to town Director of Health or Town Sanitarian for review				

## Statement of Use for 63 South Main Street, Essex

### Application of Essex House, LLC

Essex House, LLC, is proposing to convert the Essex Spa main building into 8 suites to be used for its private clients. The main building was being used as a public Spa and Wellness Center. Additionally, there were three tenants in the apartment building and two tenants in the ranch house. The apartment building, which has a garage and three apartments, preexisted zoning and does not conform to the current zoning setbacks. This building will be removed. The ranch house will be restored. This property will no longer be open to the public and there will be no signs except for a small discreet sign with the number 63 and will be zoning compliant. The clients will be off site during week days, and are transported by vans.

#### PARKING

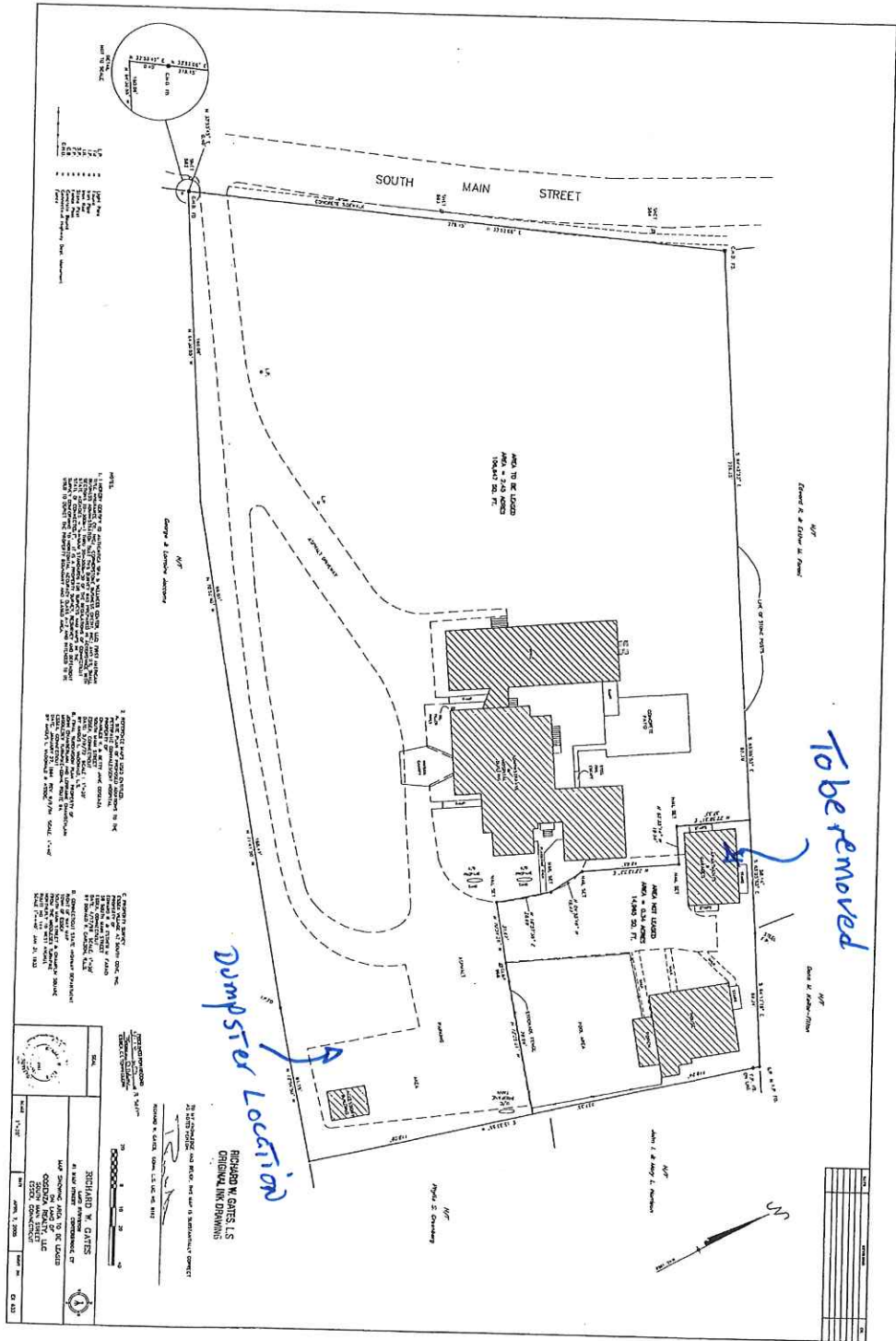
Most of the clients will not have their own vehicles, however, there is an abundance of parking on the property from its various uses. The parking will remain in the rear of the property and will not be visible from the road. 110.11 requires one parking spot for a staff member and one spot for each 4 patients so that would be 3 parking spots.

#### GARBAGE

Garbage will be handled as it currently is, with a dumpster in the rear of the property. Pick up will be on a weekly basis.

#### BUILDING COVERAGE

The property size is 2.45 acres. Building coverage is currently 10.2 % due to the preexisting nature of all the buildings on the property, and will not increase.



To be removed

Dumpster Location

RICHARD M. GATES ARCHITECT 1000 S. MAIN STREET SUITE 100 DENVER, CO 80202 TEL: 303.733.1234 FAX: 303.733.1235	
PROJECT NO. 12345 SHEET NO. 1 OF 1	DATE: 12/15/2000

DRAWING NUMBER

562

DRAWING NUMBER

DRAWING NUMBER