

TOWN OF ESSEX  
**LAND USE APPLICATION**  
PART ONE

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

SPECIAL EXCEPTION	<input type="checkbox"/>	VARIANCE/ APPEAL	<input type="checkbox"/>
SITE PLAN REVIEW	<input checked="" type="checkbox"/>	APPROVAL OF LOCATION	<input type="checkbox"/>
INLAND WETLANDS PERMIT	<input type="checkbox"/>	REGULATION TEXT AMENDMENT	<input type="checkbox"/>
INLAND WETLANDS PERMIT - AGENT APPROVAL	<input type="checkbox"/>	ZONE CHANGE	<input type="checkbox"/>
	<input type="checkbox"/>	COASTAL SITE PLAN REVIEW	<input type="checkbox"/>
SUBDIVISION OR RESUBDIVISION	<input type="checkbox"/>	MODIFICATION OF PRIOR APPROVAL	<input type="checkbox"/>
LOT LINE REVISION	<input type="checkbox"/>	SPECIAL FLOOD HAZARD AREA PERMIT	<input type="checkbox"/>

**PROJECT DESCRIPTION:**

The Applicants are proposing modifications to the existing residence which includes the removal of an existing 2 story addition and reconstruct a new 2 story addition in its place along with the addition of an interior connection to the existing garage structure. The renovations include the addition of a finished space over the existing garage. Refer to attached Supplemental Documents for additional information.

PROJECT NAME: Dick-Godfrey Residence

STREET ADDRESS OF PROPERTY 22 Main Street

ASSESSOR'S MAP 27 LOT 67 LOT SIZE 8,348sf DISTRICT EV

APPLICANT Davis Dick and Mary Alice Godfrey  
PHONE 619.997.0286

APPLICANT'S AGENT (if any) Hope Proctor  
PHONE 860.767.0767

ENGINEER.SURVEYOR/ARCHITECT Proctor Architects  
PHONE 860.767.0767

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

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

[www.essexct.gov](http://www.essexct.gov)

**Application for Site Plan Review**  
 PART TWO

Owner(s) of Property : David Dick & MaryAlice Godfrey Co-Trustees  
 Address): 22 Main Street Essex  
 Phone No.: 619.997.0286 Email: daviddick@cox.net

The Commission is authorize<sup>d</sup> to grant a site plan approval for the use and/or improvement herein proposed by the provisions of Section \_\_\_\_\_ 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 Plans 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 regulations.

<b>FOR OFFICIAL USE ONLY:</b>
Application No. _____
Date received by ZEO: _____

Signed: David U. [Signature]  
 Property owner  
 Dated: 5/24/2022

## Appendix A

### **Application Checklist for Site Plan Review**

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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 Site Plan Review. 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 118A.3. 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 Site Plan Review 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.

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



**NOTE: A SIGN IS REQUIRED TO BE POSTED ON THE PREMISES RE: SECTION 118A.6. STANDARDS OF THE ZONING REGULATIONS AS FOLLOWS:**

118C. TIME LIMITS. The commission may, but is not required, to hold a public hearing on an application for site plan approval, and shall hold a public hearing only if it determines that the application is of considerable public interest. If no public hearing is held, the commission may, in its discretion, allow written or oral comment from interested parties at or prior to a meeting of the commission to consider the application. If a public hearing is conducted, legal notice thereof shall be provided as required by statute. Whether or not a public hearing is held on the application, the commission shall render its decision on such application within sixty-five days of receipt thereof, except that, the applicant may consent to one or more extensions of such period, provided the total period of any such extension or extensions shall not exceed sixty-five days or may withdraw such application.

If an application involves an activity regulated pursuant to Connecticut General Statutes Section 22a-36 to 22a-45, inclusive, (inland wetlands and watercourses) and the time for a decision by the commission established pursuant to this section would elapse prior to the thirty-fifth day after a decision by the inland wetlands agency, the time period for a decision shall be extended to thirty-five days after the decision of such agency, and the commission shall consider the decision of such agency. The provisions of this subsection shall not be construed to apply to any extension consented to by an applicant or petitioner.

**Not less than fifteen days prior to the commencement of the regular meeting or 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 Site Plan approval for which a regular meeting is being held:

Time:  
Date:  
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  


Date: 



Proctor Architects, LLC

Planning & Zoning Application Supplemental Documentation

**RE: 101J.4**

- (1) The Proposed Site Development for this property maintains the essential natural characteristics of the site by preserving the 'champion' cherry tree in the rear of the property and the integrity of the existing streetscape along Main Street.
- (2) The proposed development will maintain the existing terrain and grading with modest topographical modifications to the existing property.
- (3) N/A Refer to Letter from Torrance Downes, Deputy Director, RiverCOG.
- (4) N/A Refer to Letter from Torrance Downes, Deputy Director, RiverCOG.
- (5) The property is not on a hillside and all proposed additions to the structures are either within the visible envelope of the existing structure or blocked from view by the neighboring structures and existing trees/foilage.
- (6) Rooflines: See note (5) above.
- (7) The proposed Site Development maintains the existing site vegetation where feasible, including the preservation of the existing 70' "State Champion" cherry tree that is located between the house and the garage.
- (8) See note (7) above.
- (9) The proposed development will maintain the existing terrain and grading with modest topographical modifications to the existing property.

The modifications to the house are limited to the rear of the property and not easily visible from a public street or Middle Cove in any significant way. As a result, the property will retain the historic architectural style on the façade along Main Street and "will have little impact on the "natural and traditional riverway scene." As stated in the letter dated April 22, 2022 from Torrance Downes, Deputy Director, RiverCOG.



Proctor Architects, LLC

**WAIVER REQUESTS:**

**120C.4o Water Supply / Septic System**

**120c.4.s Grading/Filling Limits/Erosion and Sediment Control**

Requesting a waiver for septic design until the project has been approved by the Town Planning & Zoning Commission. The homeowners would like to have assurances the project has the proper approvals in place prior to developing the complete septic design. This will prevent them from having to re-design the system should the project require additional reviews or changes. Once the project has been approved by the P & Z and the ZBA Commissions the homeowners will supply the necessary Erosion and Sediment Control plans as well as submit a design for a new Septic System.



Proctor Architects, LLC

Dick-Godfrey Residence  
22 Main Street

LIST OF ABUTTING NEIGHBORS

**KREISLER PETER S & ASHLEY S  
TRUSTEES**  
25 MAIN ST  
ESSEX, CT 06426

**GOLDING NATALIE B**  
6 MEIGS LA  
ESSEX, CT 06426

**ESSEX TOWN OF**  
29 WEST AVE  
ESSEX, CT 06426

**JOHNS PAUL J**  
29 MAIN ST  
ESSEX, CT 06426

**ROLLINS MARKHAM III & JODY E**  
10 MEIGS LA  
ESSEX, CT 06426

**EVANS THOMAS R TRUSTEE**  
271 WEST POND MEADOW ROAD  
WESTBROOK, CT 06498

**ST JOHN'S EPISCOPAL CHURCH**  
PO BOX 422  
ESSEX, CT 06426

**SANTORO ANNELISA**  
48 MAIN ST  
ESSEX, CT 06426

**PAULIN RUTHANN M & GLYMAN  
PETER J**  
20 MAIN ST  
ESSEX, CT 06426

**HARRIS ROGER D & JAN A**  
821 HILLS CREEK DR  
MCKINNEY, TX 75072





Home

CHAMPION TREES

- by Scientific Name
- by Common Name
- Our National Champions
- Without Champions

HISTORIC TREES

- 1902 Pin Oaks
- Charter Oak Descendants
- Matthies's Book

TREE LISTS

- for a Species
- for a Town
- Full List by Town
- Full List by Species
- Biggest Trees
- Tallest Trees
- Largest-Trunked Trees

MISC

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ID: [225306](#)

Scientific Name: [Prunus pendula f. ascendens](#)

Common Name: [Wild Spring Cherry](#)

Town: [Essex](#)

Points: [290](#)

Circumference: [200 in](#)

Height: [70 ft](#)

Average Spread: [81 ft](#)

Nominated by: [Marty Aligata \(Jan 8, 2012\)](#)

Measured by: [Ed Richardson \(Feb 27, 2012\)](#)

Notes: ■ [This tree is a Connecticut champion.](#)

< 1 of 5 >



Photo by Marty Aligata (Apr 7, 2012)