

**PLEASE READ BEFORE STARTING CONSTRUCTION
TOWN OF ESSEX**

APPEAL PERIOD

Pursuant to 24 V.S.A. ' 4464 (a), the permit issued to you may not take effect until the time for appeal has passed. This means **you may not start construction until fifteen (15) days from the date the permit is issued.** If an appeal to the granting of this permit is filed by any interested party, you will be notified. In such case, construction cannot start until the appeal is fully adjudicated.

POSTING OF PERMIT

You are required to post the permit card on the site of construction immediately upon issuance. This permit should remain posted through the period of construction.

CERTIFICATE OF OCCUPANCY

Any structure or part thereof for which this permit was issued will not be occupied wholly or in part until a Certificate of Occupancy has been issued by the Zoning Administrator stating that the use of the structure or land conforms to the requirements of the Zoning Regulations. Certificates of Occupancy shall not be required for accessory buildings, additions or interior alterations, additions and renovations which do not create additional dwelling units, provided that such alterations and renovations are consistent with all other requirements of these Regulations.

An application form has been provided for your use. Please keep it in your possession. When work has been completed for occupancy, fill out the form and submit it to the Zoning Office for an inspection. **NOTE:** When a part or parts of a structure are ready for occupancy prior to the completion you still must obtain approval prior to occupancy.

Your permit is issued under the assumption that the information given is accurate. Any false information which is adverse to the Zoning Ordinance shall render this permit null and void.

WATER SERVICE CONNECTIONS

All connections to Town water lines must be approved and inspected by a Public Works representative prior to the water being dispensed through the line. The public works representative will inspect the new connection to insure that all aspects of the Town Public Works Specifications have been compiled with, before the line is covered. Further information on connection requirements are listed on the water service application form.

Structures on municipal water must have a meter installed by the Public Works Department before an occupancy permit will be issued.

PRIVATE WATER SUPPLIES

OVER

All private water supplies shall be located a minimum distance of 100 feet from the nearest point of a leach field. **NOTE:** If you are not sure of the proper method to obtain water, please contact the Zoning Administrator for assistance. If problems are encountered during well drilling i.e. non sufficient water supply; you can not drill another well until seeking assistance. Contact your Zoning Administrator.

MUNICIPAL SEWER CONNECTION

All sewer connections must be inspected by a representative from the Department of Public Works prior to covering. All conditions as listed under Water Service Connections will apply. Further information on connection requirements are listed on the sewer service application form.

SEPTIC SYSTEMS

All septic systems must be inspected by a representative of the Town of Essex Health Department prior to being covered.

Any questions relative to the above information may be addressed to the Community Development Office at 878-1343 or Public Works Office 878-1344.