

Town of Essex
Questionnaire for
CONDITIONAL HOME OCCUPATIONS

GUIDELINES: To help you with your application, attached you will find a copy of the Home Occupation Regulations (Section 25.11) AND the Conditional Use criteria (Section 25.2) from the Zoning Regulations. Your application will be judged on this information can criteria plus any additional information required by the Zoning Administrator.

FEE: \$150.00, \$10.00 Recording Fee and Abutters fee (\$6.73 per abutter)

Date: ___ / ___ / ___ Zoning District: _____
Landowner's Name: _____
Applicant's Name: _____
Address of Home Occupation: _____
Name of Home Occupation: _____

I. TYPE OF USE

1. Nature of the Home Occupation _____

2. Does the Home Occupation include retail sales? Y N
As the primary use? Y N Secondary to other uses(s)? Y N
Will the Home Occupation produce any objectionable noise, vibration, smoke, dust,
3. electrical disturbance, odors, heat, or glare? Specify:

II. USE OF PROPERTY

1. Is the primary use of the property as a residence for the applicant? Y N
2. Lot size: _____ Road Frontage: _____
3. Number of buildings on property: _____
Total finished square footage of home: _____
4. Building(s) to be used: Existing? _____ New? _____
5. Square footage of Home Occupation:

	Inside House:	Inside Other Bldgs:	Outside:
Offices:	_____	_____	_____
Working Area:	_____	_____	_____
Storage:	_____	_____	_____

III. METHOD OF OPERATION

1. Number of employees: Family _____ Non-family _____
2. Hours of operation: _____ Days of Week: _____

IV. TRAFFIC AND PARKING

1. Projected traffic _____ Cars per day _____ Trucks per day _____

2. Parking: Applicant's vehicle(s) and employee parking spaces: _____

Customer parking spaces: _____

Vehicles stored outside: _____

V. SIGN

1. Is a sign being requested? Y N

If so, maximum permitted size is 3 square feet. Size: _____

VII. MAP

1. Plat plan to scale indicating location of buildings, parking, and any other information required by the Zoning Administrator.

2. Submit photographs of all sides of the building.