

Appeal Period Expires 10/11/17
 Zoning District MXD-PUD/R2

Town of Essex, Vermont
Application for Zoning Permit
 www.essex.org

Application Date 1/1/17
 Permit Number 2017-146

All construction is to be completed in accordance with the Town of Essex Zoning Regulations and any/all federal or state regulations now in effect. You are required to post this permit in a conspicuous location on the property during the appeal period and it must remain posted throughout the construction period. You are required to contact the necessary state agencies to obtain state permits @ 477-2241 (Jeff McMahon, Permit Specialist).

Any interested person may appeal the decision of the Zoning Administrator to the Zoning Board of Adjustment within fifteen (15) days of the permit's date of issuance. Commencing construction within this fifteen (15) day appeal period is prohibited by law.

Signed: [Signature]

A Parcel Account Numb. (Map-Parcel-Lot) 2- 100-001-012
 (found in Town Assessor's Office)
 Property Address: 17 Double Day Lane
 Owner: CARIS TORNER A. KURAK & SUE AMKURAK
 Owner Address: 17 DOUBLE DAY LANE *RTSDE*
 Owner Phone: (work) _____ (home) _____
 (cell) 802.324.0381 (Email) CAKURAK
 Contractors name: JOHN BEHARD Phone: 802.324.4932 Cell: _____
 Estimated Construction Dates: Start: 1/1/17 Completion: 1/1/17
 Sq. Feet: 150' Estimated Cost (labor & materials): \$25,000

G

Check box(es) which describe proposed use or construction (circle choice in parenthesis).
 N = New A = Addition R = Remodel

Residential:	N	A	R
Single Family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two-family (duplex)(other)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Multi-family	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Condominium / Townhouse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mobile home	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inclusions or Additions:			
Garage (attached) (detached)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Porch (enclosed) (open)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Deck	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pool (in) (above) ground	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Barn (residential) (agriculture)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Non-residential:			
Commercial / Industrial	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater:			
Stormwater	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Erosion Control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other:			
Change in use	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Miscellaneous	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Renewal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B Sewage Disposal (Please attach Sewer or Septic Application). N/A
 Public Private Connection Fee \$ _____ Date Paid: 1/1/17
 Proposed New Bedrooms: _____ Existing Bedrooms _____

C Water (Please attach Water Service Application). N/A
 Public Private Fee \$ _____ Date Paid: 1/1/17

D Driveway (Please attach copy of approved Curbcut / Utility Application).
 Date of approval 1/1/17 N/A

E Stormwater N/A
 Project disturbs an area greater than or equal to 1 acre – Erosion Control Permit Required. Attach completed permit application.
 Project creates new or expands existing impervious surface greater than or equal to 1/2 acre – Erosion Control Permit and Stormwater Management Permit required. Attach completed permit application.

F Diagram – Show a sketch of project on reverse of this application with property lines, building, and setbacks or attach separate sheet.

G Back
 Signature of Tenant and Signature of Owner [Signature]

Office Use Only

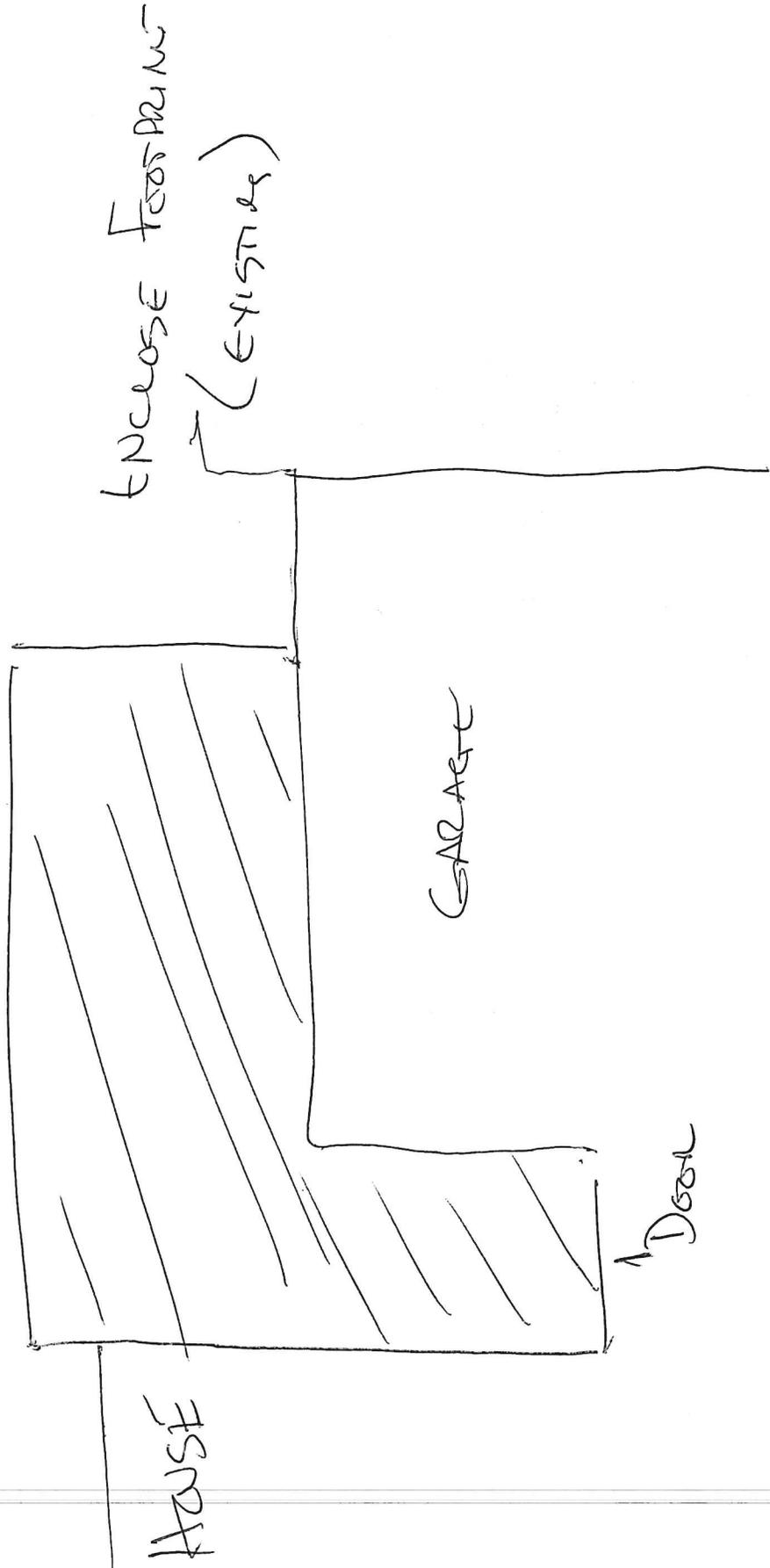
Fees:	Type	Amount	Date Pd
Permit		\$62.50	9/22/17 DGS
Recreation		\$	1/1/17
Recording		\$20.00	9/22/17 DGS
Certificate of Occ		\$75.00	1/1/17
Other		\$	1/1/17

Building Permit 9/26/17
 Approved Rejected Date 9/26/17
 Issued to Christopher A. & Sue Amkurek
 Zoning Administrator: Shawn L. Kelley
 Notes: - association approved
- energy down given
 C.O. Required Yes No

THIS PERMIT VALID FOR TWELVE (12) MONTHS FROM DATE OF ISSUE

F Diagram - Provide diagram here and include all setbacks

SET BACK IS GREATER
THAN 150'



The Commons at Essex Way Association, Inc.

July Meeting

2017

Board Members Present: Marti Powers; President, Susi Douglas; Secretary, Mark Erhartic, Treasurer. Alan Nye; Member. Frank Murphy; Member was not in attendance.

Homeowners Present: Meg Collins, Chris Kurek

Management Present: Rob Eno, Property Management Associates.

The Commons at Essex Way Association, Inc. held a regular meeting of the Association on Tuesday, July 11, 2017. The meeting was held at 8 Stannard Drive, in Essex.

1. Call to Order:

Marti called the meeting to order at 6:00 PM.

2. Adjustments to Agenda:

Unit Modification Request to be addressed before all other items on agenda.

3. Unit Modification Requests

- **#17 Doubleday** – Unit owner presented plans/drawings for the sun room he wishes to construct on the existing footprint of his back deck. Discussion ensued. Alan made a motion to approve the request as presented and per the submitted plans. Susi seconded the motion. The motion passed unanimously.
- **#17 Stannard** - Owner requested permission to hire a tree company at his own expense to remove branches from an Oak tree behind his unit that extend over his back deck and drop debris block sunlight. Marti made a motion to approve the request. Mark seconded the motion. The motion passed unanimously.
- **#3 Stannard** – Owner had previously submitted a request to add a transom window in his living room. The request was denied. The owner submitted an appeal to the original decision rendered by the Board. The appeal was also denied.

4. Unit Owner Correspondence/Concerns:

- **#23 Doubleday** - Owner reported issues with overflow and splash back from gutters on front porch and concern that it may be the cause of the moisture stains in the concrete in her basement. Rob was asked to have Willey's Seamless Gutters come inspect the gutters and offer an opinion on why the overflow is happening. Is it a water capacity issue, a design issue, a blockage issue, etc? The Board would like to determine the cause and proceed from there to implement a solution.
- **#21 Stannard** – Owner reported that his garage door cables had come off the tension bar. The Board discussed this situation and agreed that the unit owner will need to have this issue fixed on his own. Refer to the Declaration, **Section 2.03 Definitions** c) Units and Section B.4 of the Rules & Regulations for additional info.
- **#21 Stannard** – Owner requested that the shrubs on the side of his unit be removed. The Board approved the request and they will be removed this season.

5. Approval of Minutes:

The minutes of the June 2017 meeting of the Association were presented for review. Alan made a motion to approve the minutes with corrections, if any. Mark seconded the motion. There were no corrections. The motion passed unanimously.

6. Treasurer's Report:

Mark presented the financial report as of June 30, 2017.

Checking Account Balance: \$59,074.80

Savings Account Balance: \$17,368.68

CD 6436: \$34,942.20

CD 6428: \$37,774.36

Total Funds: \$149,160.04

The group discussed the delinquent balance list. There were four homeowners with a delinquent balance as of June 30th. The total delinquent balance was \$2,455.00.

Alan made a motion to approve the treasurer's report. Susi seconded the motion. The motion passed unanimously.

2017 Association Fees & Special Assessment

2017 Association Fees:

Effective January 1, 2017 Association Fees are \$280 per month. Payments are due on the first day of the month. Please note; late payments are subject to late fees.

2017 Assessment:

The 2017 Special Assessment is \$1,800 due and payable in 12 equal monthly installments of \$150 each. Payments are due on the first day of the month, starting January 1, 2017. Late payments are subject to late fees.

PAYMENTS: Can the monthly association fee (\$280) & special assessment installments (\$150) be combined in one check (\$430)? The answer is YES!

7. Old Business

- **Misc. Repairs List** – The group reviewed the list of miscellaneous buildings and grounds repairs. The list was prioritized and the high priority items were assigned for completion as soon as possible. High priority items included matters of a safety concern as well as matters that are likely to result in further deterioration or damage if not addressed promptly.
- **Update on Tree Removal Request** – Alan reported that the Town of Essex has agreed add the removal of the dead trees (on Town land) behind #11 Doubleday to their work order list for completion this summer.
- **Update on Front Porch Damage** – Rob reported that Ryan's Construction has finished painting the front porches that were marked up by KT Landscaping this winter, in the process of snow removal. KT had previously agreed to reimburse the Association for the cost of the painting.

- **Ryan's Construction Work Schedule** – Rob reported that RCPM anticipates beginning wood rot repairs later on this week, weather permitting.

8. New Business

- **Discussion on How to Handle Board Decisions Between Meetings** – The group discussed whether or not it was necessary to adjust how the Board handles matters that require decisions be made in between monthly meetings. Following discussion the Board agreed that ultimately no changes are necessary at this time. It was acknowledged that the current process isn't perfect and sometimes not as streamline as could be, but there were no reasonable adjustments likely to impact things to a noticeable degree.
- **Update on Green Mountain Power Bush Removal** – The group discussed concerns with the condition in which Green Mountain Power left the property after they cut back some bushes in order to access utility boxes. Alan volunteered to pick up and dispose of the cuttings rather than wait for GMP to send someone back to clean them up. It was noted that its likely that GMP will need to cut back other bushes on the property that were not planted in accordance with GMP requirements and are now in their way.
- **Hazardous Material Disposal** – The Board wishes to remind all homeowners NOT to dump anything in the storm drains located on the property, especially hazardous materials. Owners should also inform their hired contractors of the same. There have been a few instances where this has happened. Hazardous materials should not be dumped anywhere else on the property either. They must be disposed of off-site in the appropriate manner.

9. Adjournment

Alan made a motion to adjourn. Mark seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:05 PM.

