



Department of Planning and Zoning

149 Church Street, City Hall
Burlington, VT 05401-8415
Phone: (802) 865-7188
Fax: (802) 865-7195

www.burlingtonvt.gov/pz

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SEP / 1 2016

DEPARTMENT OF PLANNING & ZONING

Home Occupation Application Questionnaire

Use this checklist for all applications for a home occupation - See Sec. 5.4.6 of the Zoning Ordinance. This questionnaire is provided to summarize details and is required to accompany a zoning permit application form and required fee (for either administrative approval or conditional use review).

Please note:

- 1. The specific requirements for home occupations can be found in Section 5.4.6 of the Comprehensive Development Ordinance which is available in its entirety on our website at www.ci.burlington.vt.us/planning
2. A 'Business Personal Property Registration Form' may be required to be submitted to the Assessors Office. This form is available at www.ci.burlington.vt.us/assessor/businesses

Name of Business Proposed: Elisabetha Studio, LLC

Type of Business Proposed: independent fiber artist - sewing

Provide a detailed description of the proposed Home Occupation such as: activities involved; materials and equipment used; quantities of materials and equipment stored on-site; methods of operation; hours of operation. This may be done on a separate piece of paper and attached.

Please respond to the following:

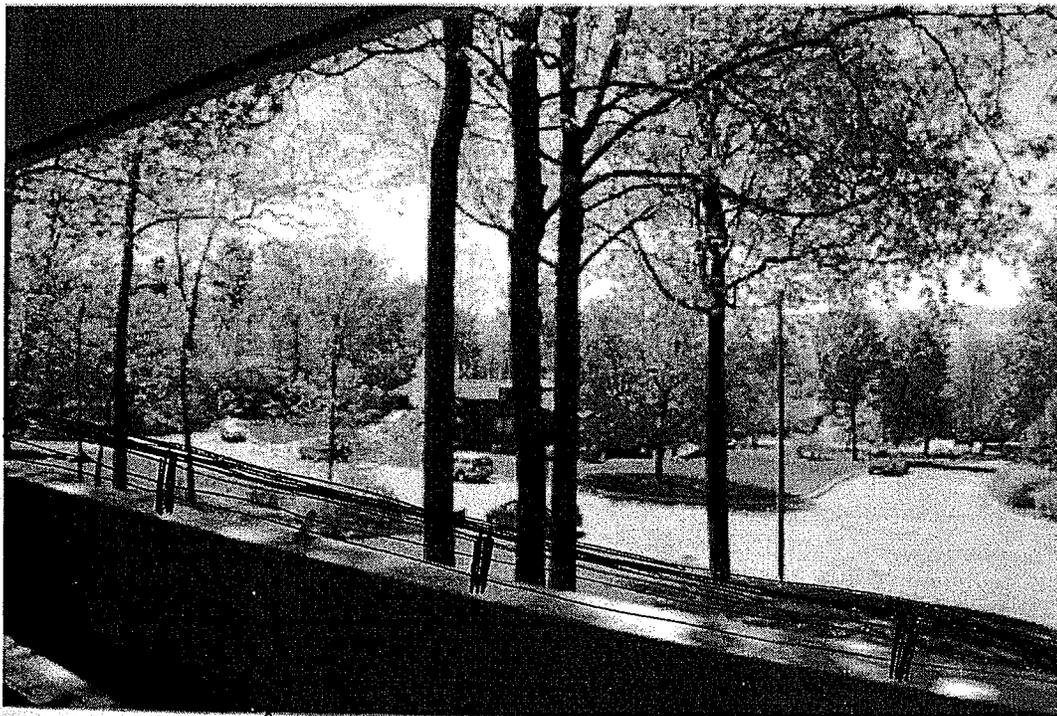
- 1. How many persons will be involved or employed in the conduct of the proposed Home Occupation: Residents of premises: 1 Others 0 Total Number 1
2. What type of product will be produced, serviced, or repaired in the conduct of your Home Occupation? (For example: repair of clocks or watches, making jewelry, etc.). Explain: Sewing - making bags, quilts and other fabric based products
3. Describe any alterations to the home or premises that might be required to facilitate your Home Occupation: N/A
4. Describe what rooms will be used in the conduct of the Home Occupation and how these rooms will be used. (For example: garage will be used to store supplies; or den will contain desk and file cabinets, etc.). Indicate the gross floor area(s) that will be used in the conduct of the Home Occupation. Indicate the total gross floor areas of your house and include any accessory structure(s) to be used for the Home Occupation, (Ex. Garage). 1st Floor Sewing Room will only be used. it will be used for all cutting, ironing and sewing. Room is 130 sq feet and total square footage of house is 2350.
5. Describe the mechanical and/or electrical equipment that will be necessary to conduct your business activity: Sewing machines, serger, iron + lights
6. Describe how, where and in what amounts the material, supplies and/or equipment related to your Home Occupation will be displayed or stored: Items will not be on display. All materials + supplies will be stored on built in shelving or in a bin in room. Sewing machines set on tables in the room

PLEASE TURN OVER

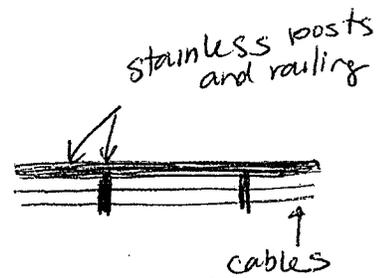
AUG 28 2013

Add approx 10-12 inches of height to balcony railing, using stainless steel posts, stainless steel top rail and cable railing. Also replace top of existing railing with 1x6 trim, painted to match existing railing.

DEPARTMENT OF PLANNING & ZONING



View from porch



## Mary O'Neil

---

**From:** Doug Goldsmith <dgoldsmithvt@gmail.com>  
**Sent:** Monday, October 03, 2016 10:11 AM  
**To:** Mary O'Neil  
**Subject:** Re: 17-0381HO - 106 Deforest Heights - Establish a fabric studio home business

That would be great. Thank you.

Doug Goldsmith

On Oct 3, 2016, at 10:02 AM, Mary O'Neil <[MCOneil@burlingtonvt.gov](mailto:MCOneil@burlingtonvt.gov)> wrote:

Thank you, Mr. Goldsmith. With your permission, I will include this email as part of the packet to the board members.

<image001.jpg>  
Mary O'Neil, AICP  
Principal Planner  
Coordinator, Certified Local Government Program  
[mconeil@burlingtonvt.gov](mailto:mconeil@burlingtonvt.gov)  
802.865.7188 office  
802.865.7556 direct  
802.865.7195 fax

*\*\* Please note that this electronic message may be subject to disclosure as a public record under the Vermont Public Records Act.*

**From:** Doug Goldsmith [<mailto:dgoldsmithvt@gmail.com>]  
**Sent:** Monday, October 03, 2016 9:32 AM  
**To:** Mary O'Neil <[MCOneil@burlingtonvt.gov](mailto:MCOneil@burlingtonvt.gov)>  
**Subject:** 17-0381HO - 106 Deforest Heights - Establish a fabric studio home business

Mary -

As a resident of Chittenden Drive, I received a notice of the upcoming DRB meeting on Oct 18th when you'll be discussing whether to allow Anya and Jeffrey Byam to establish a home businesses as a fabric studio in their 106 Deforest Heights home. While I cannot attend the meeting, I wanted to let the Board know that I support this use as it seems like it would not have any undue adverse effect on our neighborhood.

Best,

Doug Goldsmith  
[dgoldsmithvt@gmail.com](mailto:dgoldsmithvt@gmail.com)  
802-777-0154



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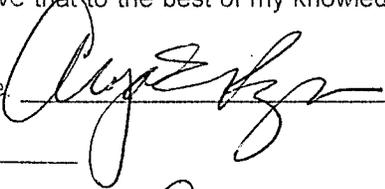
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PLEASE TURN OVER

7. Will people come to your home to obtain any product or utilize any service connected with the proposed Home Occupation activity? Yes \_\_\_\_\_ No X  
If yes, please explain in detail:  
\_\_\_\_\_  
\_\_\_\_\_
8. Are any signs necessary or proposed relative to the Home Occupation?  
Yes \_\_\_\_\_ No X  
If yes, you are required to file for a Sign Permit. An application form can be obtained at the Planning and Zoning Department or on our website.
9. If trucks or other equipment will be used in your Home Occupation, where will they be parked or stored?  
N/A  
\_\_\_\_\_
10. Will the Home Occupation involve the use of commercial vehicles for delivery of materials to or from the premises? Yes \_\_\_\_\_ No X  
If yes, please explain:  
\_\_\_\_\_  
\_\_\_\_\_
11. How many parking spaces will be provided for the home occupation? 0 none needed  
Where will they be located? Indicate parking spaces on a site plan of this property as part of your application submission.
12. Is your proposed Home Occupation in conformance with the conditions, covenants and restrictions pertaining to your property? Yes X No \_\_\_\_\_  
We suggest checking your deed for conditions, covenants and restrictions.

I have read and understand 'Sec 5.4.6 Home Occupations' under the City of Burlington Comprehensive Development Ordinance and believe that to the best of my knowledge my proposed Home Occupation would not violate any portion of said Ordinance:

Applicant's Signature: 

Date: 8/31/16

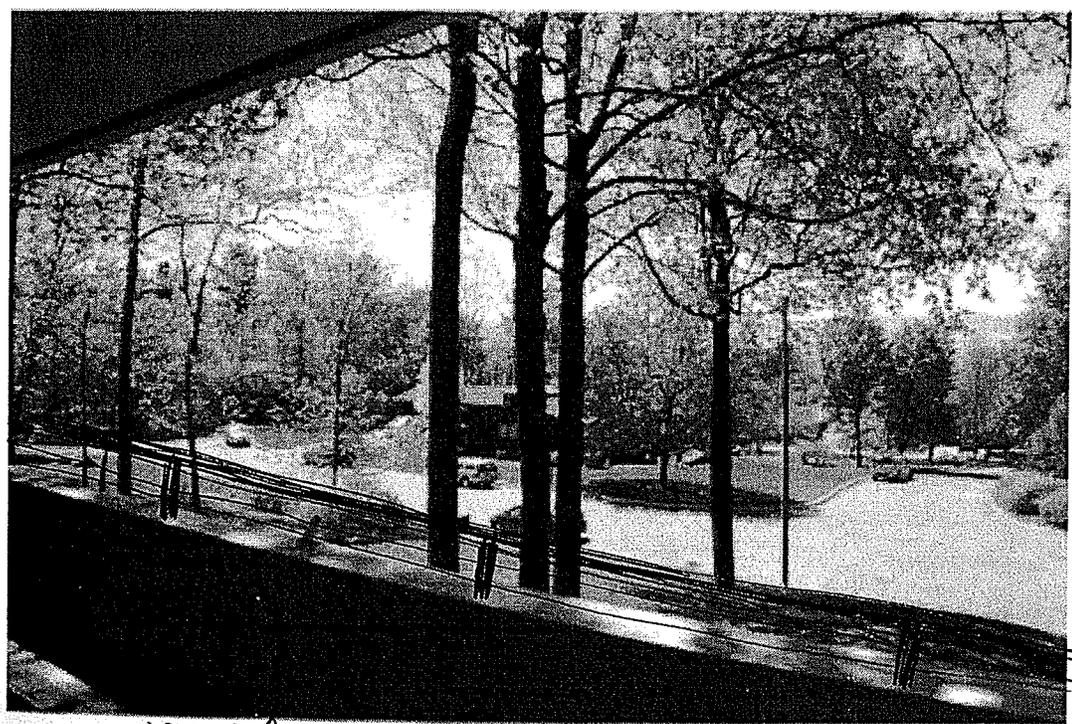
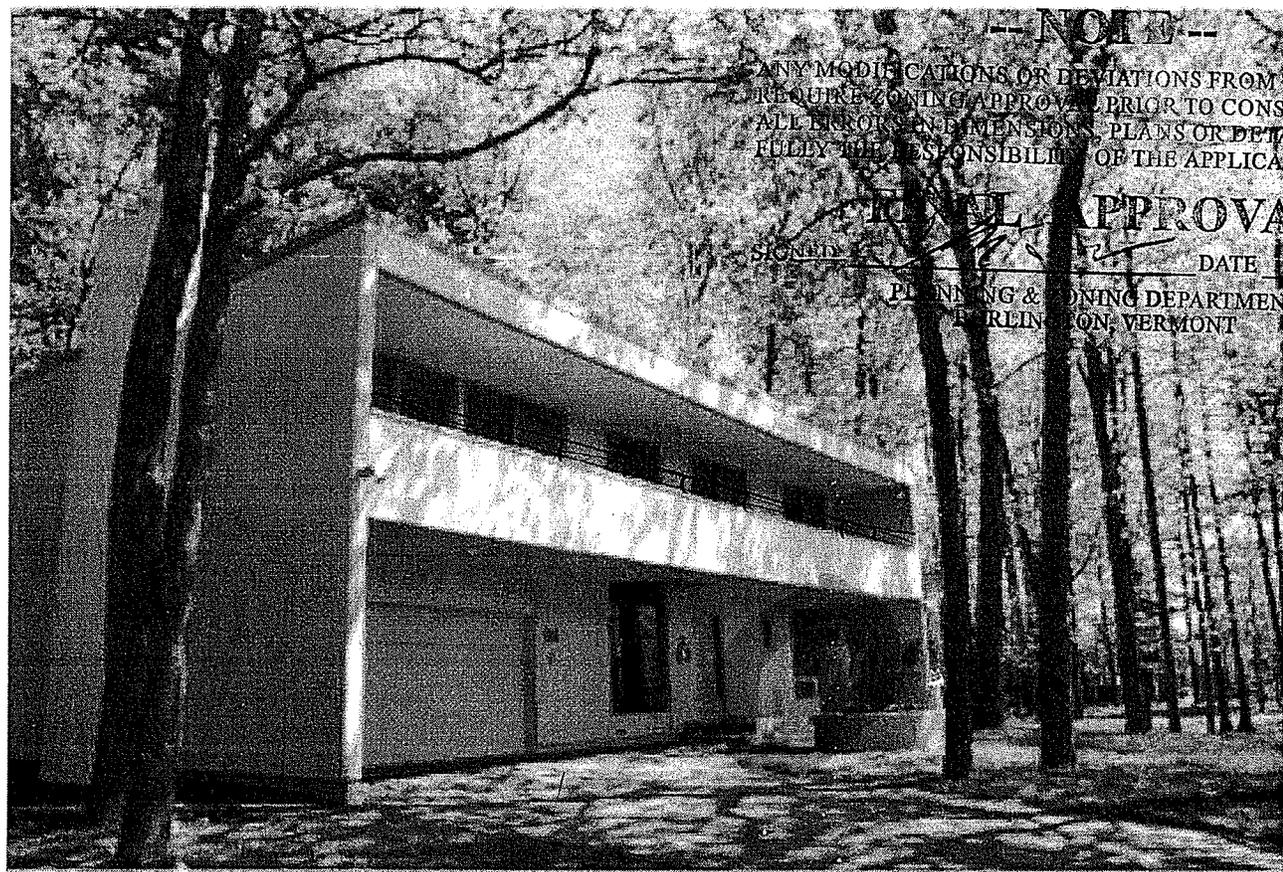
Property Owner's Signature: 

Date: 8/31/16

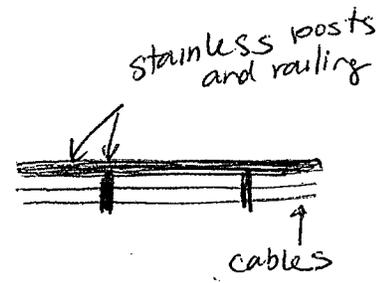
AUG 28 2013

DEPARTMENT OF PLANNING & ZONING

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view from porch





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