

**Town of Schoharie**  
*Office of Code Enforcement*  
300 Main Street  
PO Box 544, Schoharie, NY 12157  
518 295-6572, Fax 295-7599, Cell 944-3423

**CHECKLIST**

( ) Building Permit ( ) Zoning Permit ( ) Special Use Permit ( ) Site Plan Review ( ) other

Name: \_\_\_\_\_ SBL #: \_\_\_\_\_ Zoning Dist.: \_\_\_\_\_ Date: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Cell#: \_\_\_\_\_ Other: \_\_\_\_\_

Property 911 Address: \_\_\_\_\_

What do you want to do? \_\_\_\_\_

When: \_\_\_\_\_ Contractor: \_\_\_\_\_ Designer: \_\_\_\_\_

**You Will Need:**

- \_\_\_\_\_ ( ) \*Emergency 911#- Call Mark Wood @ (295-6229).
- \_\_\_\_\_ ( ) \*Approval of Septic Design by Schoharie County Health Department @ (295-8382).
- \_\_\_\_\_ ( ) Portable Sanitation Facility on site during full construction phase.
- \_\_\_\_\_ ( ) Well Log from NYS DEC certified Well Driller ( DEC Sticker on rig).
- \_\_\_\_\_ ( ) Road Cut: ( ) Town of Schoharie: Dan Weideman- Office:295-8164 cell:231-0538  
( ) Schoharie County DPW: 295-2330  
( ) NY State DOT: Mr. Richter- 234-3411
- \_\_\_\_\_ ( ) Deed: To see if there are any deed restrictions. Call Real Property: 295-8349
- \_\_\_\_\_ ( ) Value of Construction: \$ \_\_\_\_\_ Building Fee: \$ \_\_\_\_\_  
Zoning Fee: \$ \_\_\_\_\_  
Total: .....\$ \_\_\_\_\_
- \_\_\_\_\_ ( ) Site Plan Required ( ) Application ( ) Fee: \$ \_\_\_\_\_
- \_\_\_\_\_ ( ) Special Use Permit Required ( ) Application ( ) Fee: \$ \_\_\_\_\_
- \_\_\_\_\_ ( ) 2 Sets of Stamped Plans ( ) Energy Code ( ) ResCheck ( ) CommCheck
- \_\_\_\_\_ ( ) 2 Sets of Non-Stamped Plans
- \_\_\_\_\_ ( ) Workers Compensation: [www.wcb.state.ny.us](http://www.wcb.state.ny.us) ( ) Insurance or ( ) Exemption
- \_\_\_\_\_ ( ) Flood Plain? \_\_\_\_\_ ( ) DEC Wetland? \_\_\_\_\_ ( ) DEC NOI? \_\_\_\_\_
- \_\_\_\_\_ ( ) Ag. District? \_\_\_\_\_ ( ) Barton Hill Watershed? \_\_\_\_\_ ( ) Fox Creek \_\_\_\_\_
- \_\_\_\_\_ ( ) Other: \_\_\_\_\_

- \_\_\_\_\_ ( ) NY State Department of State web site: [www.dos.ny.gov/dcea](http://www.dos.ny.gov/dcea)
- \_\_\_\_\_ ( ) Schoharie County web site: [www.schohariecounty-ny.gov](http://www.schohariecounty-ny.gov) ( Town web site is here).

**If this office can be of any further assistance, please call, e-mail or visit.**

Office hours : Tuesday & Thursday, 9-11am & Wednesday, 12-2pm

Field Hours: Monday-Friday, 8am-4pm

*Peter R. Irwin, CEO, ZO, FPM- NY State Reg.# 0196-7032B*

Copy To: \_\_\_\_\_