



**Land Use/Zoning Permit Application (for fences, sheds, etc.)**  
**Village of Cobleskill Planning Environment & Codes**  
**378 Mineral Springs Rd.**  
**Cobleskill, New York 12043**  
**Telephone 518-234-4661**

**NO APPLICATION FEE**

Application Number \_\_\_\_\_

Property Owner \_\_\_\_\_

Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

Fax/Email \_\_\_\_\_

Fax/Email \_\_\_\_\_

Project Location \_\_\_\_\_

SBL Number \_\_\_\_\_

**For site plan or building permit only:** Total Estimated Project Cost \$\_\_\_\_\_

If your project is located in the Historic District you may need approval by the Historic District Review Commission.

**Zoning District** \_\_\_\_\_

\_\_\_\_\_, **deposes and says** that he is the owner, or has been duly authorized by the owner ("Affidavit by Property Owner" attached) as the agent of said owner(s), to make and file this application and to perform or have performed the work described in this application; that all statements contained in this application package are true to the best of his knowledge and belief, and that the work will be performed in the manner set forth in the application and specifications filed therewith, and in accordance with applicable laws, ordinances, rules and regulations.

**The applicant recognizes** that it may be necessary for Village Staff to conduct on-site visits of the property that is the subject of the application, and that such on-site visits may be conducted as deemed necessary by Village staff or representatives. **The applicant further agrees** that by submitting this application, the applicant shall hold harmless the Village of Cobleskill, the Village Staff and/or the Village's agents in their official and individual capacities for any damage or injury alleged to have been caused as a result of any site visit made pursuant to this application.

**Signature of deponent:** \_\_\_\_\_

**Sworn to before me this** \_\_\_\_\_ **day of** \_\_\_\_\_ **in the year of** \_\_\_\_\_.

# Village of Cobleskill Planning Environment & Codes Office 518-234-4661

## Land Use Zoning Permit Application

These are the minimum submission requirements as set forth in Code of the Village of Cobleskill, Chapter 160-Zoning, for any Land Use Zoning Permit Application. If you do not meet these minimum requirements, the Village reserves the right to reject the application.

**The Code Enforcement Official will need a plot plan showing the location of your project.**  
**Please see the next sheet for an example of a plot plan.**

Number of acres \_\_\_\_\_

Application is hereby made to: \_\_\_\_\_

Type of Structure (circle one): Wood frame Steel frame Modular Other \_\_\_\_\_

Is your project located in...

The flood plain? Yes ☐ No ☐

A Wetlands area? Yes ☐ No ☐

**If yes, you may need to submit an  
Elevation Certificate with your application.**

Height of proposed structure \_\_\_\_\_ stories \_\_\_\_\_ feet

Describe the proposed scope of the project, in detail:

---

---

---

Projected start date

Projected completion date

**NOTE:** Proposed location of project SHALL be staked, using a minimum of 24" exposed stakes and flagging. Stakes shall be placed on the outline of the proposed project so that the Code Enforcement Official can verify compliance with the Zoning Regulations.

**FOR APPLICANT'S REFERENCE ONLY. DO NOT RETURN THIS SHEET TO THE PEC OFFICE.**

A plot plan is a picture of a lot. **It must be drawn to scale** on an 8½" x 11" (or larger) piece of paper.

**It must show the following information:**

1. Arrow showing *North* direction
2. Measurements of all the boundaries of the land (lot dimensions)
3. Location and dimensions of all structures on the property (houses, garages, sheds, pools, fences, etc.)
4. The shortest distance from the building to front lot line (front setback)
5. The shortest distance from the building to side lot line (side setback)
6. The shortest distance from the building to rear lot line (rear setback)
7. Location of driveway and access roads and road frontage measurement
8. Location of any easements

## Sample plot plan:

