

Code Enforcement Office
City Hall, 258 Main Street
Oneonta, New York 13820-2589
607-433-3435
607-432-0945 (fax)
codeenforcement@oneonta.ny.us (email)
www.oneonta.ny.us/codeenforcement

Sketch Plan Conference

Application

- This completed application & all required supporting documentation must be submitted to the Code Enforcement Office at least 2 weeks prior to the scheduled meeting in order to be included on the agenda.
- 5 copies of all the supporting documentation must be submitted with this application. All documentation that is on paper larger than 8½" x 11" must also be submitted in digital format.
- This application expires 6 months after the date submitted if incomplete.

Property Information:

Property Address: _____
Owner's Name: _____
Agent's Name: _____
Signature: _____
Must have a valid local agent designation form on file in the Code Enforcement Office.

Business Information:

Not Applicable

Business Name: _____
Business Address: _____
If not the property address
Owner's Name: _____
If not the property owner

Applicant's Information:

Person's Name: _____
Business Name: _____
Mailing Address: _____
Street

City State Zip
Phone: _____
Email Address: _____
Signature: _____

