

Director of Planning, Zoning and Code Enforcement

The Town of New Paltz is seeking a skilled Director of Planning, Zoning and Code Enforcement to fill a newly created position. The individual will direct and supervise the operations of the municipal planning, zoning, and code enforcement departments. Furthermore, this individual will establish and maintain records as well as institute procedures to ensure the enforcement of the NYS Uniform Fire Prevention & Building Code and the town's local laws, codes, and ordinances. Through knowledge of the requirements of NYS Uniform Fire Prevention and Building Code is required. Able to work with government officials, construction trades people and the public and be able to read and interpret plans and specifications. Although this is a representative example of work assignments, an individual may be required to perform all or some of these activities as well as other related activities.

Minimal educational requirements include a Bachelor's Degree in Planning, Engineering, Architecture, Construction Technology or a closely related field and 5 years of work experience OR an Associate's Degree in Planning, Engineering, Architecture, Construction Technology or a closely related field and 7 years of work experience in government community planning, building construction, building inspection or substantially similar work which would include understanding and complying with or explaining laws, rules or regulations. This is a competitive position and requires a civil service examination.

Interested persons should send a letter of interest including qualifications to Karyn Morehouse at assistant@townofnewpaltz.org or mail to P.O. Box 550, New Paltz, NY 12561 Attn: Karyn Morehouse by February 10, 2023.