

VILLAGE OF SCOTIA
BUILDING AND CODE ENFORCEMENT DEPARTMENT
4 N. Ten Broeck St.
Scotia, New York, 12302

**APPLICATION FOR CERTIFICATE OF OCCUPANCY
AND/OR ZONING STATUS CERTIFICATION**
Municipal Building Department Search

I hereby request the following records from the Village of Scotia:

This request is being made for commercial purposes; non-sale/loan or mortgage related. Yes No
Other reason:

Name of requestor (print): _____

Representing: Self other. If other provide name:

Name: _____

Mailing address(return address): _____

Telephone: _____

Email address: _____

Date

Signature

If available a copy of the Certificate of Occupancy, will be attached. Other information available: whether any outstanding code violations; whether connected to muni W&S; who may maintain street; within the flood-zone.

There is a \$50.00 fee, set by the BOT.

Stamp paid

Here

*** A FOIL request may need to be made within the Village Clerk's Office (Records Dept.), if copies of any specific code violations and/or Building Permit information, is requested in-addition to this information.*