



TOWN OF WATERFORD  
TOWN HALL  
65 Broad Street Waterford NY, 12188

To whom it may concern,

7/1/24

For the request for information on the property know as 136 Saratoga Ave, in Waterford Ny the following is listed.

1. No building or fire violations on file at this time.
2. No open/pending/expired permits on file at this time.
3. No code violations on file at this time.
4. No unrecorded liens/fines/special assessments due

Town of Waterford

Building and Zoning Official



TOWN OF WATERFORD

65 Broad Street
Waterford, NY 12188
Phone 518-235-8282
Fax 518-235-7677



Need by July 12th

WWW.TOWN.WATERFORD.NY.US

APPLICATION FOR ACCESS TO RECORDS

(1) TO: RECORDS ACCESS OFFICER: Town of Waterford 65 Broad Street Waterford New York 12188

I hereby apply for a copy of the following records:

Please advise if the below address has any OPEN/PENDING/EXPIRED Permits and demolition permits that needs attention and any fees due currently.

Also advise if there are any Code Violation or fines due that needs attention currently.

Any unrecorded liens/fines/special assessments due.

Prop Address: 136 Saratoga Avenue, Waterford, NY 12188

REPRESENTING: [Signature]

(AGENCY USE ONLY)

(2) ACCESS GRANTED: [Signature] (Authorized signature)

DATE: 6/17/2024 COPIES: [Blank]

(Signed of initials of applicant)

(AGENCY USE ONLY)

(3) [X] APPROVED

( ) DENIED ( for reason checked)

- ( ) Confidential Disclosure
( ) Part of Investigatory Files
( ) Unwarranted Invasion of Personal Privacy
( ) Record Not Maintained by this agency
( ) Record of which this Agency is Legal Custodian cannot be found
( ) Exempted by Statute other than Freedom of Information Act
( ) Other (Specify)

Signed: [Signature] Title: Building/zoning official DATE: 7/1/24

(4) NOTICE: You have the right to appeal a denial of this application to the head of the Agency.

Town Board, Town of Waterford, Saratoga County, New York

Who must fully explain the reason for such denial in writing within seven days of the receipt of such an appeal.

I hereby appeal: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

**Cristina McClement**

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**To:** mcclementc@town.waterford.ny.us  
**Cc:** MLS  
**Subject:** 136 SARATOGA AVE // Foil Request  
**Attachments:** foil.pdf

Hello,

Our firm has been requested to research the referenced property for any **BUILDING PERMITS, CODE VIOLATION & SPECIAL ASSESSMENT FEES** on record in any city, town, village, or port authority.

We kindly request that you advise us of the complete permit history, including all open and expired permits & Code Case or Active Code Lien & Special Assessment Fees Due or Outstanding found for the following property:

**Property Address:** 136 Saratoga Avenue, Waterford, NY 12188  
**Parcel:** 290.20-2-29

Open \_\_\_\_\_ Expired \_\_\_\_\_ Closed \_\_\_\_\_ None \_\_\_\_\_

**Open Permit Number:**  
**Expired Permit Number:**

**Code Case Number:**  
**Code Lien Amount:**

To further assist our clients and facilitate this process, could you please provide general instructions to resolve any permits that are open, expired, or currently pose a concern to the property referenced above.

Also, please confirm if there are any pending or active **LIENS** recorded on the property, and please provide a payoff valid for 30 days from today's date. Please attach documentation of the recorded lien, and provide the book and page number.

Your assistance is greatly appreciated!