



FREEDOM OF INFORMATION LAW (F.O.I.L.) APPLICATION FOR ACCESS TO PUBLIC RECORDS FROM OUR BUILDING DEPARTMENT

SECTION 1 – TO BE COMPLETED BY APPLICANT I HEREBY APPLY TO REVIEW OR HAVE COPIED THE RECORD(S) DESCRIBED BELOW:

Name of Applicant:	Mailing Address of A	Mailing Address of Applicant (include suite if applicable):	
Kevin Smith	2605 Maitland Ce	2605 Maitland Center Parkway, Suite C	
Name of Business or Firm:	City:	State:	Zip Code:
Stellar Innovation	Maitland	FL	32751
Signature of Applicant: Signature of Applicant: Evan Foster	Date of Application 11-24-2024	:	I
Telephone Number:	Department if know	Department if known:	
302-261-9069	Building Departm	Building Department	
Any OPEN/PENDING/EXPIRED PERMIT		960000000	
ANY OPEN/PENDING/EXPIRED PERMIT			
Be advised that there is a statutory fee due (\$.25 µ digital formats, cost of reproduction will be charg be paid for any pages required to be redacted prio company who fails to pay any outstanding FOIL is specifically requested otherwise.	ted. Deposits may be required for volumer to viewing a file. FOIL requests will	ies. For anything else, in minous requests. Copy for not be processed for any	fees are to y person or
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Application Number				
	FOR AGENCY USI	\$P 2429 P.O. P.		
SECION 3 – NOTICE TO APPLICANT				
DEPOSIT REQUIRED Before we may continue continue processing your FOIL Application, a deposit in the amount of \$				
The document(s) you requested are available. The cost of reproduction is \$ Please bring your cash, check or money order payable to the "Town of Islip" and submit to the Building Department, One Manitton Court, Islip, NY 11751. If necessary, please contact the Records Access Officer at (631) 224-5470 to make other arrangements for the receipt of your documents if you are unable to pick them up at our Building Department.				
□ Please call (631) 224-5470 to schedule an appointment to view the documents requested. If we are not contacted within thirty (30) days to schedule a viewing, your FOIL will be deemed closed.				
☐ A redaction fee in the amount of \$	is	due at the time of viewing appointment.		
RECORDS DENIED, PARTIALLY PROVIDED OR REDACTED				
☐ Request needs to be more specific determine what record(s) you seek		□ Complainant's name cannot be disclosed pursuant to the Public Officers Law Article 6A, Sec. 89-2(a) □ Could endanger the life or safety of any person		
After a diligent search, there are no that are responsive to your request. If a record exists, would be a law e Please contact our Code Enforceme (631) 224-5548 for a violation sear. Law Enforcement Records Are trade secrets or commercial en which if disclosed, would cause inj position of the subject enterprise. Municipalities are only required to documents requested that are in exists.	hown documents nforcement record. ent Department at the ch – a fee applies. terprise documents the characteristic documents the competitive that is search for specific distence.	Municipalities are not required to respond to questions or inquiries, only required to provide specific documents requested that are in existence Unwarranted invasion of personal privacy Exempt inter-agency or intra-agency materials Would impair present or imminent contract awards or collective bargaining negotiations Exempted by statute other than the Freedom of Information Law Exempt examination questions or answers Other:		
Name of Records Access Officer: Records Access Officer Signature: Date:				
This Freedom of Information Request will remain on file for six (6) months from the date of final determination. Thereafter, it will be destroyed.				
You have the right to appeal a denial of this application in writing within thirty (30) days to Ernest J. Cannava, Senior Assistant Town Attorney, Islip Town Hall, 655 Main Street, Islip, New York 11751. You are entitled to an explanation of the reason for such denial in writing within ten (10) business days of the appeal.				
I hereby appeal:Sign	nature	Date		

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