

Marisol Torrens
Code Enforcement Officer

VILLAGE OF LIBERTY
BUILDING DEPARTMENT



167 N. MAIN ST
LIBERTY, NY 12754
845-292-2250 ext.117
E-MAIL: mtorrensvol@gmail.com

Municipal Search

Date _____

Requestor:

Email address: _____

Property Address: _____

Municipal Request Form

Please provide our office with the following on the above-mentioned premises:

_____ Provide copies of all Certificate of Occupancy, Compliance, and/or Completion plus all information regarding and subsequent permits pertaining to the legal occupancy, and indicate if Certificates are required.

_____ Street maintained by State, County, City, Town, Village, or private.

_____ Pending Violations on file.

_____ Utility billing account request. Please provide water/sewer/garbage account information on the following properties. Please include account number, period covered, billed amount, due date, payment status and any penalties thru _____. **There is a \$25.00 additional fee** if you are requesting this information. Please do not call the utility billing office directly as these requests will be handled through this office **ONLY**.

Fee: \$50.00 per parcel. Please make your check payable to the Village of Liberty. **Please remember to include the additional \$25.00 if you are requesting information on utility billing.**

Please make sure to provide original carbon monoxide and smoke detector affidavit with every search copy will not be accepted.

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167 N. MAIN ST

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Smoke Detector and Carbon Monoxide Statement Municipal Search

In order to obtain a municipal search in the Village of Liberty for one- or two-family residence and commercial a completes smoke detector and carbon monoxide detector affidavit is required to be submitted with your request.

Fire Code of New York State (FCNYS)

At the time of CO request a written signed affidavit of compliance of smoke detector alarm and carbon monoxide alarm must be provided. Individual affidavit required for each Single-Family Residence, Townhouse or Condominium and Commercial Buildings. Executive law 378 (5)(d) Carbon monoxide detecting devices shall only be required if the restaurant or commercial building has appliances, devices or systems that may emit carbon monoxide or has an attached garage.

Executive Law §378(5-a) (commonly known as Amanda's Law) requires that every one- or two-family dwelling, dwellings located in a condominium or cooperative and apartments in a multiple dwelling, where the dwelling unit has appliances, devices or systems that may emit carbon monoxide or that have an attached garage, shall have installed an operable carbon monoxide detector. Carbon monoxide alarms must be listed and labeled as complying with UL 2034 or CAN/CSA 6.19 and installed in accordance with the manufacturer's installation instructions.

Executive Law §378(5-b) requires that every one- or two-family dwelling and dwellings located in a condominium or cooperative shall have installed an operable single station smoke detecting alarm. The alarm must be installed in an area so that it is clearly audible in each bedroom or other sleeping area, with intervening doors closed. Upon conveyance of any real property containing a one- or two-family dwelling or condominium or cooperative apartment used as a residence, the grantor shall deliver to the grantee at the time of conveyance an affidavit indicating that the grantor is in compliance. The grantee shall have ten days from the date of conveyance to notify the grantor if the alarm(s) is not operable. Upon such notification, the grantor shall bear any cost of compliance. General Business Law §399-ccc provides that all solely battery operated smoke alarms sold after April 1, 2019 shall employ a non-removable, non-replaceable battery that powers the alarm for a minimum of ten years. This requirement does not apply to a smoke alarm that receives its power from the electrical system of the home.

The Village of Liberty Building Department has not conducted an inspection of the premises and has no knowledge of the existence or lack thereof, of either smoke or carbon monoxide detectors, and shall not be held liable for issuing the municipal search without these affidavits on file. The buyer hereby acknowledges that within ten (10) business days of closing, the buyer shall submit the requisite smoke and carbon monoxide detector affidavits to the Village of Liberty Building Department.

Note: All affidavit needs to be original, no copies will be accepted.

SBL#: _____

Date: _____

Property Address:

_____, *Liberty NY 12754*

Please check mark [x] for the correct affidavit request:

[] One-Family Residence [] Two- Family Residence [] Multi- Family Residence

[] Commercial

Seller Signature: _____

Date:

Seller Name Print: _____

Subscribed and sworn before me this _____ day of _____, 20____.

Public Notary

Seal Section

