

FOIL / Request For Copies

Records Access Officer
Commissioner of Building
Town of Amherst
5583 Main St
Williamsville NY 14221
Address: _____

Date: _____

Pursuant to the Freedom of Information Act, I apply to inspect the following records.

- 1) _____
- 2) _____
- 3) _____
- 4) _____

If more are required, please list on attached sheet.

Note if copies are requested indicate paper or electronic.

8½ x 11 @ \$0.25/ea 8½ x 14 @ \$1.00/ea 11 x 17 @ \$2.00/ea

For Larger sizes request electronic format Other _____ or provide DVD _____

Very truly yours,

I can be reached at:

Signature _____	Business _____
Print Name _____	Home _____
Representing _____	
Address _____	

FOR AGENCY USE ONLY

APPROVED

DENIED (for the reason(s) checked below)

- Confidential Disclosure Part of Investigatory Files
 Unwarranted Invasion of Personal Privacy
 Record of Which This Agency is Legal Custodian Cannot Be Found
 Record is not maintained by this Agency
 Exempted by Statute Other than the Freedom of Information Act
 Other (specify) _____

_____ SIGNATURE	_____ TITLE	_____ DATE
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Notice: You have a right to appeal a denial of this application to the head of this agency

I hereby appeal:

_____ SIGNATURE	_____ DATE
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TOWN OF AMHERST APPLICATION FEE SCHEDULE

ZBA AND BUILDING DEPARTMENT

DESCRIPTION	COST
Copy of Survey	\$2.00
Variance (ZBA)	\$115.00
Application for Decision, Interpretation, Order or Requirement (ZBA)	\$115.00
Special Use Permit (ZBA)	\$115.00
Copy of Previously Issued Certificate of Occupancy	\$5.00
Application for Floodproofing Certificate	\$25.00
Copy of Previously Issued Floodproofing Certificate	\$5.00
Applications for Certificate of Occupancy Requiring Inspection:	
Residential: 3 Dwelling units or fewer per structure, per dwelling unit	\$50.00
Residential: All other structures, plus \$30 per dwelling unit for each unit over 3	\$150.00
All other Principal structures or each separate occupancy - \$1.00 per 100 sq.ft. of floor area with a	
minimum of :	\$60.00
maximum of:	\$350.00
Affidavit of Publication in Official Newspaper (for items requiring a public hearing)	\$15.00
Zoning Compliance letter	\$50.00
Requests Requiring Substantial Research and Time	\$50/HR