



Town of Harrison  
Village of Harrison  
Alfred F. Sulla, Jr. Municipal Building  
Building Department  
1 Heineman Place, Harrison, NY 10528  
Phone: 914-670-3050  
Fax: 914-835-7491



## **Buying or Selling in Harrison...Here is what you need to know**

### **Do you need a list of permits and CO's?**

A copy of a card listing all permits and CO's is available to the public. This copy is given out at the counter. Our counter hours are 9am to 4pm. You can also request it online at <https://www.harrison-ny.gov/building-department/webforms/blocklot-card-request>

### **Do you need actual copies of permits and CO's?**

A CO search for and a fee of \$25 is required. You can request this by filling out this form, mailing it or dropping it off at the Building Department.

<https://www.harrison-ny.gov/building-department/files/co-searchcopies>

### **Do you need copies of plans?**

A Files of each permit are available to the public with an approved Freedom of Information request (FOIL) which can be filed with the Town Clerk's office. If you are not the owner, you will be required to submit written permission from the owner otherwise you will only be granted to the contents of the file minus any floor plans. Owners' permission is not necessary for commercial properties.

Surveys of the property, if existing, are available to the public with an approved Freedom of Information request (FOIL) which can be filed with the Town Clerk's office.

We do not calculate square footage.

Information on fire suppression systems and oil tanks are under the jurisdiction of the Bureau of Fire Prevention.

Information of septic tanks and wells are under the jurisdiction of the Westchester County Dept. of Health.

Any questions, please call us at 914-670-3050