

MIKE SPANO
MAYOR

WILLIAM J. SCHNEIDER, P.E.
COMMISSIONER



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CITY OF YONKERS
DEPARTMENT OF HOUSING AND BUILDINGS

VACANT BUILDING REGISTRATION FORM

(LOCAL LAW NO.13-2014, §58-34)

DATE: _____

DESCRIPTION OF PREMISES:

ADDRESS: _____

BLOCK: _____ LOT(S): _____

OWNER INFORMATION:

NAME(S): _____

ADDRESS: _____

TELEPHONE NO.: _____ CELL PHONE NO.: _____

EMAIL ADDRESS: _____

PROPERTY MANAGEMENT INFORMATION (IF APPLICABLE):

NAME: _____

ADDRESS: _____

TELEPHONE NO.: _____ CELL PHONE NO.: _____

EMAIL ADDRESS: _____

MORTGAGE COMPANY INFORMATION (IF APPLICABLE):

NAME(S): _____

ADDRESS: _____

TELEPHONE NO.: _____ CELL PHONE NO.: _____

EMAIL ADDRESS: _____

EMERGENCY CONTACT (IF DIFFERENT THEN OWNER):

NAME(S): _____

ADDRESS: _____

TELEPHONE NO.: _____ CELL PHONE NO.: _____

EMAIL ADDRESS: _____

The Owner(s) shall submit a vacant building plan containing the information for one of the following:

- If the building is to be demolished, a demolition plan under a permit application filed with the Department of Housing and Buildings, indicating the proposed time frame for the building to be demolished, an affidavit executed by the owner that he will assume all costs associated with the demolition, and a performance guaranty.
- If the building is to remain vacant, a plan for the securing of the building in accordance with standards provided by the Department of Housing and Buildings, if applicable, such plans must be filed along with the procedure that will be used to maintain the property in accordance with the Yonkers Building Code, and a statement of the reasons why the building will be left vacant and for what time period the building will be vacant, and a performance guaranty, all of which must be acceptable to the Commissioner.
- If the building is to be returned to appropriate occupancy or use, a rehabilitation plan for the property and a performance guaranty shall be provided. The rehabilitation plan shall not exceed 365 days, unless the Commissioner grants an extension upon receipt of a written statement from the owner detailing the reasons for the extension. Any repairs, improvements or alterations to the property must comply with any applicable zoning, housing, historic preservation or building codes and must be secured in accordance with the City Code, or with the directions of the Commissioner, during the rehabilitation or until a new certificate of occupancy or certificate of completion has been issued.

Residential

Amount of units in dwelling _____

Commercial

Square footage of building _____

OWNER (PRINT): _____

OWNER SIGNATURE: _____

IF NOT OWNER, RELATIONSHIP TO PROPERTY: _____