



Mayor Mike Spano

CITY OF YONKERS

Vincent Pici, P.E., M.P.A.
Commissioner

DEPARTMENT OF HOUSING AND BUILDINGS

87 Nepperhan Avenue, 5th Floor
Yonkers, NY 10701

Building Tel. 914.377.6500
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VACANT BUILDING FEE WAIVER REQUEST FORM

DATE: _____

REGISTRY NUMBER: _____

DESCRIPTION OF PREMISES: (ATTACH COLOR PHOTOGRAPHS OF FRONT STREET FACING FACADE)

ADDRESS: _____

BLOCK: _____ LOT(s): _____

OWNER INFORMATION:

NAME(S): _____ ADDRESS: _____

CELL PHONE NO.: _____ EMAIL ADDRESS: _____

Application is hereby made to the Department of Housing and Buildings, City of Yonkers, NY for waiver of Vacant Building registration fees for the above referenced property.

APPLICANT TO INDICATE ALL OF THE FOLLOWING THAT APPLY: (Additional information neatly printed or typed in support of the application may be attached)

- The building has suffered fire damage or damage caused by extreme weather conditions. This limited exception allows an exemption from the registration requirement for a period of **(45)** forty five days after the fire or extreme weather event if the property owner submits a written request for exemption from the Department of Housing and Buildings. After which the building must be registered and the fees paid.
- A building permit has been issued and work has commenced and is being actively performed to restore the property. This limited exception allows an exemption from the registration requirement for a period of **(6)** six months from the date of the written request for an exemption which has been submitted to the Department of Housing and Buildings. If additional time is needed, the Department of Housing and Buildings may grant one additional exemption by which time the work on the building shall be completed.
- The building has been demolished under a Demolition Permit Number: _____ issued on _____. **(DEMOLITION PERMIT AND CERTIFICATE OF COMPLETION REQUIRED TO BE ATTACHED)**

- The building has been returned to appropriate occupancy or use, under a Building Permit Number: _____ issued on _____, and a Certificate of Occupancy has been issued. **(BUILDING PERMIT AND COPY OF CERTIFICATE OF OCCUPANCY TO BE ATTACHED)**
- The building has been returned to appropriate occupancy or use, NO work was performed. **(COPY OF CERTIFICATE OF OCCUPANCY ATTACHED)**

Prior to removal from the registry, the owner shall complete a VACANT BUILDING REGISTRATION REMOVAL FORM and provide access to all interior portions of the building in order to permit a complete inspection.

The undersigned attests to the above information as accurate. Any falsification may result in the denial of the certificate of application to remove the registration for a vacant building.

OWNER (PRINT): _____

OWNER SIGNATURE: _____

IF NOT OWNER, RELATIONSHIP TO PROPERTY: _____

_____ Date ____/____/____

Officer of Corporation, Limited Partnership, Limited Liability

Company or Limited Liability Partnership

Title and Company _____ Date ____/____/____

Agent Signature _____ Date ____/____/____

Title and Company _____ Date ____/____/____

IF NOT OWNER, PLEASE INCLUDE ORIGINAL AND NOTARIZED AUTHORIZATION TO ACT AS AGENT ON BEHALF OF OWNER

The property owner may appeal any adverse decision of the Buildings Commissioner to the Vacant Buildings Review Board by filing a written request for review on the required form with the Building Commissioner, setting forth the reasons for the appeal, within **10** days after receipt of the determination from the Building Commissioner. **If a request for appeal is not made within the ten-day period, the action of the Building Commissioner is final.** The appeal will be considered by the Vacant Buildings Review Board which shall consist of the Commissioner of Housing and Buildings or his/her designee, the Commissioner of Planning and Development or his/her designee and the Corporation Counsel or his/her designee. A timely request for appeal shall stay any action of the Building Commissioner until the Vacant Buildings Review Board has decided the appeal.

OFFICE USE

- PRIOR VACANT BUILDING FEES PAST DUE: \$_____ (Attach Statement of Fees Due)
- ALL PRIOR VACANT BUILDING FEES COLLECTED TO DATE
- ALL VIOLATIONS, COMPLAINTS, OUTSTANDING/OPEN PERMITS CLEARED OR CLOSED