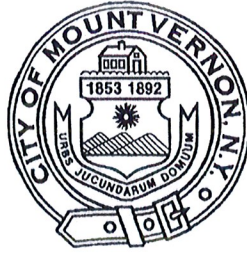


RICHARD THOMAS  
MAYOR



DANIEL P. JONES  
COMMISSIONER

GUY LORRIUS  
1<sup>st</sup> DEPUTY COMMISSIONER

FRANK A. CERBONE  
2<sup>nd</sup> DEPUTY COMMISSIONER

October 17, 2018

Honorable City Council Members  
City Hall  
Mount Vernon, New York 10550  
(Through the Office of the Mayor)

Re: Legislation to enact a Housing and Building Maintenance Code for a Vacant Building Registry.

Dear Honorable City Council Members:

I respectfully request legislation to enact a Vacant Building Registry. Abandoned properties are often unsightly, unsafe, and have an adverse effect on their surroundings. This code will allow the Building Department to implement a program that identifies, registers, and tracks vacant buildings; it further determines the responsibilities of owners as related to vacant buildings and advances the rehabilitation of the vacant properties. It is also the intent of this legislation to exempt condominiums.

The following should be enacted:

A. The owner shall register with the Department of Buildings not later than 30 days after any building located in the City becomes a vacant building or not later than 30 days after being notified by the Department to register. The inspector may identify vacant buildings through its routine inspection process as well as through notification by residents, neighborhood associations and other community groups that a building may be eligible for inclusion on the registry. The owner shall register the property annually with the Department of Buildings. The renewal date shall be January 31 of each year.

B. The registration shall be provided on forms provided by the Department of Buildings and shall include, among other matters, the following information supplied by the owner:

- (1) A description of the premises, address, block and lot number;
- (2) The names, addresses and phone numbers of the owners;
- (3) The name, address and phone number of any person contracted by the owner for property management;
- (4) The names, addresses and phone numbers of all known lien holders and all other parties holding an ownership interest in the property; and a telephone number where a responsible person and owner can be reached at all times.

C. The owners shall submit a vacant building plan, which must meet the approval of the Commissioner. The plan, at a minimum, must contain information from one of the following three choices for the property:

Department of Buildings ♦ City of Mount Vernon ♦ City Hall ♦ 1 Roosevelt Square ♦ Mount Vernon, NY 10550 ♦ 914-665-2483 ♦ [www.cmvny.com](http://www.cmvny.com)

“THE CITY OF HOPE”

(3) The following fees are hereby imposed:

| <b>Property Type</b> | <b>Year 1</b>   | <b>Year 2</b>   | <b>Year 3</b>   | <b>Each Subsequent Year</b>                             |
|----------------------|---|---|---|---|
| Residential          | First unit \$400; each additional unit \$400            | First unit \$1,000; each additional unit \$400          | First unit \$1,000; each additional unit \$600          | First unit \$2,000; each additional unit \$1,000        |
| Commercial           | \$2,000 or \$0.20 per square foot, whichever is greater | \$2,150 or \$0.30 per square foot, whichever is greater | \$3,000 or \$0.40 per square foot, whichever is greater | \$5,000 or \$0.50 per square foot, whichever is greater |

(4) If the fee is not paid within 30 days of being due, the owner shall be subject to a penalty of \$200 per month and prosecution in court or an administrative hearing. If a plan is extended beyond 365 days, subsequent annual fees shall be due on the anniversary date. Any fee not paid at this time shall be subject to payment of an additional penalty of \$200 per month for each month the fee remains unpaid, such additional penalty coming due on the first day of each month. After six months, if the fee still remains unpaid, the penalty will increase by \$200 per month for each month the fee remains unpaid, until the penalty reaches the amount of \$4,000, at which point it will remain until the matter is resolved. If any penalty is not paid within 30 days of the due date, the owner shall be subject to prosecution in court and/or an administrative hearing.

(5) The fee shall be paid in full prior to the issuance of any building permits, certificates of occupancy or certificates of completion, with the exception of any demolition permit.

(6) All delinquent fees shall be paid by the owner prior to any transfer of an ownership interest in any vacant building. If the fees are not paid prior to any transfer, the new owner shall pay the annual fee no later than 30 days after the transfer of ownership, and subsequent annual fees shall be due on the anniversary date of the filing of the registration form.

I have reason to believe that this addition will be advantageous to the City. It is therefore, requested that legislation be enacted to establish a Vacant Building Registry.

Respectfully,

Commissioner Daniel P. Jones, PMP