

Job No. _____

1 LOCATION INFORMATION *(required for all applications)*

House No(s)	Street Name	Work Proposed on Floor No(s)		
Borough	Block	Lot	BIN	CB No.

2 APPLICANT OF RECORD *(required for all applications)*

Last Name	First Name	Middle Initial
Business Name	Business Phone	
Business Address	Business Fax	
City	State	Zip
Email	License Number	<input type="checkbox"/> PE <input type="checkbox"/> RA

3 CLINTON SPECIAL DISTRICT LOCATION *(check area that applies)*

- Preservation Area *(complete Sections 4, 5 and 7 only)*
- Perimeter Area *(complete Sections 4, 6 and 7 only)*
- Other area within Clinton Special District, therefore exempt from requirements in Sections 4, 5 and 6, go directly to Section 7.

4 CERTIFICATION/EXEMPTION DECLARATION *(check all that apply)*

- HPD Certificate of No Harassment attached (ZR § 96-110(b)(1) and (c)) – Preservation Area only
- HPD Certification attached (ZR § 96-24) - Perimeter Area Only
- Structure is located on a *cure requirement lot* or *cure compliance lot* (as defined in ZR § 96-110(a))

Must comply with and check i – iv below

- i. HPD Certification of Cure Compliance attached (ZR § 96-110(b)(1) and (d))
- ii. Proof of recordation of the appropriate *restrictive declaration* (as defined in ZR § 96-110 (a)(11), (d)(1) and (d)(2)(i)) for both the *cure requirement lot* and *cure compliance lot*.
- iii. On the Schedule A*, the CRFN numbers for all *restrictive declarations* filed on all tax lots required by section ZR § 96-110 (d)(2)(i) have been listed

For iv, check box that applies (select one box only)

- iv. On Schedule A* the occupancy restrictions of the **restrictive declarations** have been listed (ZR § 96-110(d)(2)(iv))

or

- Application for **cure requirement lot** and associated **cure compliance lot** controlled by not-for-profit as per ZR § 96-110(d)(2)(iii) and (iv)

* Required information already on CO# _____

- CPC Special Permit for demolition, development, enlargement or extension of community facility attached (ZR § 96-107, 96-108, and 96-110(b))
- The proposed work is an exempt alteration/demolition or is on an exempt structure
(indicate type of exemption in Sections 5 or 6)

Vacate Order

- The proposed work is the minimum required to address conditions for the rescission of a vacate order issued by HPD or DOB. A copy or photograph of the Vacate Order is attached.

5 EXEMPTION DESCRIPTION – PRESERVATION AREA

If the proposed work is exempt from certification, indicate below.

- Exempt Alterations** (ZR §§ 96-109 and 96-110)
 - Material Alteration**
Work to be performed pursuant to the alteration permit (i) does not include a *material alteration* (as defined in ZR §96-01) of a multiple dwelling, and (ii) is not subject to ZR § 96-108, because such work does not include a partial demolition involving a decrease of more than 20 percent in the amount of *residential floor area* (as defined in ZR § 12-10), in a *building* (as defined in ZR § 12-10), containing *dwelling units* (as defined in ZR 96-110(a)(5)).
 - Alterations to Provide Accessibility** (HPD Determination attached) (ZR § 96-109).

- Exempt Demolitions** (ZR § 96-108)
 - No Dwelling Units**
Work to performed is not in a *building* (as defined in ZR § 12-10) containing *dwelling units* (as defined in ZR § 96-110(a) (5)).
 - Partial Demolition Under 20%**
Work to be performed does not include the demolition of, or a partial demolition involving a decrease of more than 20 percent in the amount of *residential floor area* (as defined in ZR § 12-10).
 - Unsafe Building**
Building is an unsafe *building* (as defined in ZR § 12-10) requiring demolition

- Exempt Structures** (ZR § 96-110(b)(2))
 - Not a multiple dwelling (as defined in ZR § 96-01), as per attached Certificate of Occupancy (or other documentation approved by DOB).
 - A City-owned multiple dwelling.
 - A multiple dwelling initially occupied for residential purposes after January 1, 1974 that was not an Interim Multiple Dwelling.
 - A multiple dwelling which occupancy is, and was on September 5, 1973, restricted to clubhouse or school dormitory use.
 - An *exempt institutional residence* (as defined in ZR § 96-110(a)(7)).
 - A multiple dwelling that is the subject of an HPD program (HPD Determination attached). (ZR § 96-109)
 - An *exempt hotel* (as defined in ZR § 96-110(a)(6)).

6 EXEMPTION DESCRIPTION – PERIMETER AREA

If the proposed work is exempt from certification, indicate below.

- Exempt for the following reasons (ZR § 96-20, italicized terms as defined in ZR § 12-10) :
 - Not a demolition permit
 - No *residential uses* on the *zoning lot*
 - Not a *development*
 - Not an *enlargement*
 - Not an *extension*

7 APPLICANT’S STATEMENT & SIGNATURE (required for all applications)

Falsification of any statement is a misdemeanor and is punishable by a fine or imprisonment, or both. It is unlawful to give to a City employee, or for a City employee to accept, any benefit, monetary or otherwise, either as a gratuity for properly performing the job or in exchange for special consideration. Violation is punishable by imprisonment or fine or both. I understand that if I am found after hearing to have knowingly or negligently made a false statement or to have knowingly or negligently falsified or allowed to be falsified any certificate, form, signed statement, application, report or certification of the correction of a violation required under the provisions of this Code or of a rule of any agency, I may be barred from filing further applications or documents with the Department.

Name (please print) _____

Signature _____ Date _____

P.E./R.A. Seal (apply seal, then sign and date over seal)