

VACANT BUILDING PERMIT APPLICATION

Date 8/2/20

APPROVED
Skelton
DES

Instructions: Please complete in ink. The completed application must be signed and submitted to our office.

Fees
waived

I. Identification

Building Address: 96 High Street St. Albans

Owner(s) Name(s): Gloria Cote'

Mailing Address: 44 Eagle St. Mt. Morris, NY 14510

Phone (home) _____ (work/cell) 802-782-7133 (e mail) TCOTE@Rochester.rr.com

Date of Birth/Incorporation: 5/26/1930 Military Service (check one): Active ___ Inactive ___ N/A

Primary Owner: Gloria / Thomas Cote'

Mailing Address: 44 Eagle St. Mt. Morris, NY Zip 14510

Phone (home) 585-346-6432 (work/cell) 585-764-7504 (e mail) TCOTE@Rochester.rr.com

Date of Birth: _____ Military Service Status (check one): Active ___ Inactive ___ N/A

Registered Agent for Service of Process: _____

Address/City/State/Zip _____

Phone (home) _____ (work/cell) _____ (e mail) _____

Date of Birth: _____ Military Service Status (check one): Active ___ Inactive ___ N/A

Contractor/Property Manager: Ralph Cote'

Street Address/City/State/Zip 42 Bassett St. Barre, VT 05641

Phone (home) _____ (work/cell) 802-782-7365 (e mail) Ralph.Cote@hotmail.com

Date of Birth: _____ Military Service Status (check one): Active ___ Inactive ___ N/A

Emergency (LOCAL) Contact Person: Ralph Cote' / Juliet O'Neil

Street Address/City/State/Zip 42 Bassett St. Barre VT 05641
2547 Cote Hill Rd. Morristown, VT 05661

Phone (home) _____ (work/cell) 802-782-7365 (e mail) _____
Cell _____ (work/cell) 802-760-7467

Date of Birth: _____ Military Service Status (check one): Active ___ Inactive ___ N/A

II. Main Use of Building (i.e., Single-family home, office, residential, parking, restaurant, etc.)

Most recent use: Single-family home

No. of dwelling units: 1

Proposed use: Single-family home

No. of dwelling units: 1

III. Maintenance

Date of vacancy: November 2019

Approximate end date of vacancy: Unknown

Plan & timeline for lawful occupancy, rehabilitation, removal or demolition (attach additional sheets if needed):

The plan is to move Gloria Cote' back into the house once she regains her strength from illness.

Initial & Continuing Obligations – Please state if you have taken the following actions:

- 1.) Removed all combustible waste and refuse from the structure (Y/N) Y
- 2.) Removed all waste, rubbish, debris or excessive vegetation from the yards surrounding the building or structure (Y/N) Y
- 3.) Locked, barricaded or secured all doors, windows or other openings (Y/N) Y
- 4.) Complied with any safety orders issued in the time required (Y/N) N/A
- 5.) Maintenance Plan – Vacant buildings and structures must meet vacant building maintenance standards.

This plan is to assure the Enforcement Office that the continuing obligations and the vacant building maintenance standards will be met throughout the duration of the vacancy. Please indicate how you intend to comply with the ordinance throughout the next twelve (12) months of vacancy.

a.) Basic Obligations: HOW will you ensure that all combustible waste and refuse in the structure and all waste, rubbish, debris or excessive vegetation the yards surrounding the building or structure are immediately removed; all doors, windows or other openings are continuously locked, barricaded or secured; all vacant building orders are in compliance with in the time required?

See attached letter

b.) Building Openings: HOW will you ensure that doors, windows, areaways and other openings are weather-tight and secured against entry by birds, vermin, and trespassers and free from graffiti? (Note: missing or broken doors, windows, and other such openings must be covered by glass or other rigid materials):

See attached letter

c.) Roofs: HOW will you ensure that the roof and flashings are sound and tight, not admit moisture or have defects that might admit moisture, rain or roof drainage, and allow for drainage?

See attached letter

d.) Drainage: HOW will you ensure that the storm drainage system is functional, is installed in an approved manner, and allows discharge in an approved manner?

See attached letter

e.) Building Structure: HOW will you ensure that the building is maintained in good repair, structurally sound and free from debris, rubbish, and garbage? The building must be sanitary. It must not pose a threat to public health and safety.

See attached letter

f.) Structural Members: HOW will you ensure that the structural members are free of deterioration and capable of safely bearing imposed dead and live loads?

See attached letter

g.) Foundation Walls: HOW will you ensure that the foundation walls are maintained, are structurally sound and in a sanitary condition? The foundation must be free from cracks, breaks, leaks and graffiti. The foundation must be capable of supporting necessary loads and must be animal and rodent-proof.

See attached letter

h.) Exterior Walls: HOW will you ensure that the exterior walls are free of graffiti, holes, breaks, and loose or rotting materials? Exposed metal, wood, or other surfaces must be protected from the elements and against decay, corrosion or rust.

See attached letter

i.) Decorative Features: HOW will you ensure that all decorative features are free from graffiti, kept in good repair and maintained in a safe and anchored condition? Exposed metal, wood, or other surfaces must be protected from the elements and against decay, corrosion or rust.

See attached letter

j.) Overhanging Extensions: HOW will you ensure that all balconies, canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts and similar features are free

from graffiti, kept in good repair and maintained in a safe, anchored condition? Exposed metal, wood, or other surfaces must be protected from the elements and against decay, corrosion or rust.

See attached letter

k.) Chimneys and Towers: HOW will you ensure that chimneys, cooling towers, smokestacks, and similar appurtenances are free from graffiti, maintained structurally safe and in good repair? Exposed metal, wood, or other surfaces must be protected from the elements and against decay, corrosion or rust.

See attached letter

l.) Walkways: HOW will you ensure that walkways are maintained safe for pedestrian travel?

See attached letter

m.) Accessory and Appurtenant Structures: HOW will you ensure that accessory and appurtenant structures such as garages, sheds, and fences are maintained free from safety, health, and fire hazards and comply with all applicable vacant building maintenance standards?

See attached letter

n.) Premises: HOW will you ensure that the premises upon which the structure or building is located are kept clean, safe, and sanitary? The premises must be kept free from waste, rubbish, debris, and excessive vegetation.

See attached letter

o.) Authorized Persons - Please list all persons authorized to be present on the premises below and on the attached Trespass Notice. In addition, please sign the attached Trespass Notice, authorizing the arrest for trespass of individuals not on the list (attach additional sheets if necessary):

Gloria Cote, Thomas Cote, Ralph Cote, Juliet O'Neil, Carrie Dumont,
Kathryn Cote - please do not post Trespass Notice

*Note: Completion and submission of the attached notice of trespass form is required.

IV. Fee

Please attach \$110.00 fee with the application. If you are granted a waiver, \$100 will be returned. Sufficient evidence must be provided. Incomplete requests will not be considered.

FEE WAIVER INFORMATION:

Pursuant to § 11(b) of the PUBLIC HEALTH & SAFETY ORDINANCE, \$100 of this fee is waived upon a showing that:

1) the building is being actively marketed for sale or lease and is being maintained pursuant to maintenance standards and other obligations of the ordinance (This waiver is limited to 2 permit periods (24 months.) or

(2) the property owner has secured all duly required state and local demolition permits. (This waiver is limited to a period within 90 days of securing of the demolition permits.)

A. Marketing for Sale or Lease & Maintenance

This waiver requires that you maintain the structure or building according to the standards and obligations of the ordinance and provide the information related to marketing for sale or lease. Please submit the following:

- Documentary proof of continuous marketing for the sale or lease of the building or structure.
- Documentary proof that the building or structure is publicly available and viewable for sale or lease to prospective buyers or lessees until it is under contract
- Documentary proof of the asking price for the property

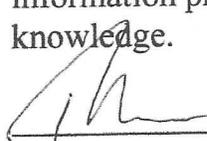
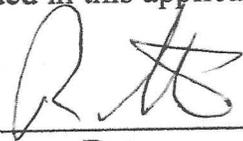
B. Demolition

This waiver requires you to have secured all the required state and local permits to demolish the building or structure. Demolition must occur within 90 days of securing the permits; this waiver is void and the full permit fee is owed if the demolition does not occur within this time. A request for an extension of the 90 day demolition requirement must be submitted in writing; the request must demonstrate that the extension is needed for good cause. Please provide a copy of each demolition permit or provide the following information: the permitting authority (i.e. building), permit number, date issued, expiration date, and all conditions for each demolition permit you have secured.

VI. Applicant Signature

Please sign the certification below:

I/We, Thomas Cote / Gloria Cote do hereby swear and certify that the information provided in this application is true and accurate to the best of my knowledge.

  Gloria Cote 8/2/2020
Owner/Agent Signature Date

Please do not post Trespass Notice

Request for Trespass Notice And List of Authorized Property Users For Vacant Building Property

PROPERTY ADDRESS: 96 High St.

OWNER(S): Gloria/Thomas Cote'

PHONE: 585-764-7504 cell
585-346-6432 home

AUTHORIZED USERS:

1. Ralph Cote' Kathryn Cote'
2. Juliet O'Neil
3. Carrie Dumont

I request the City of St. Albans Police Department to serve a Notice Against Trespass and make arrest as necessary for any person not on the above list for the subject property. I also request that a Notice Against Trespass be served to the following persons, to remain in effect until

(date)

1. Name: _____ D.O.B. _____

2. Name: _____ D.O.B. _____

3. Name: _____ D.O.B. _____

Issued by (Owner or Agent Duly Authorized):

Thomas Cote'
Owner/Agent Printed Name

[Signature] 8/2/2020
Owner/Agent Signature Date

Witness Date

Owner/Agent: Please submit this form to the City of St. Albans Fire Marshal's Office. This form will be delivered to the City of St. Albans Police Department upon receipt. A copy will be kept on file in the Fire Marshal's Office.

August 2, 2020

To The City of Saint Albans,

For the past year, Ralph Cote has been making weekly visits to the property at 96 High Street. He has and will continue to inspect and maintain the property on a weekly basis. He often will stay over on the weekend.

The utilities(electric, water, and gas) are still being used. The lights are left on during the evening hours, and the heat has been on during the cold season, and will continue to be on during the winter season.

Any emergency or maintenance concerns should be directed to Ralph(802-782-7365) or myself at 585-346-6432 home/585-764-7504 cell.

Thank you,

Thomas Cote/Gloria Cote

Mayor: Tim Smith
Ward 1: Timothy Hawkins
Ward 2: James Pelkey
Ward 3: Marie Bessette
Ward 4: Michael McCarthy



Ward 5: Kate Laddison
Ward 6: Chad Spooner
Clerk/Treasurer: Curry Galloway
City Manager: Dominic Cloud

August 06, 2020

THOMAS COTE
44 EAGLE STREET
MT MORRIS, NY 14510

Dear Property Owner;

We have received your complete Vacant Building Application for 96 HIGH ST.

In the event that the status of this property should change, please notify our office immediately.

Should you have any further questions, please feel free to contact our office directly.

Kind regards,
David Southwick

A handwritten signature in blue ink, appearing to read "David Southwick", is written over a light blue circular stamp.

Property Services Department
(802) 752-2159