

# Village of Newark

100 East Miller St. Newark, New York 14513

## Office of Code Enforcement



Chapter 90 of the Code of the Village of Newark (HOUSING STANDARDS) establishes rules, regulations and enforcement procedures for the maintenance and upkeep of existing housing and properties in the Village of Newark. The code is intended to preserve the Village's existing housing stock, maintain property within the Village of Newark in an aesthetically pleasing manner, and to protect the health, safety and welfare of the general public.

In order to properly administer and inspect residential rentals in the Village of Newark, the Village Board created a Rental Registration Program for all "Rental Property" and Rental Units".

Exterior inspections of all rental properties are still required, as well as common areas of multifamily dwellings, such as halls, foyers, staircases, etc. Other internal inspections of units are optional and all initial inspections are included in the rental registration fee, as noted in Village of Newark Code.

If you request an internal inspection for your units in your application, you will be contacted by someone from this office to set up a time and date.

Fee for Registration is:

**\$25.00 PER BUILDING with 1-9 Units,**

**\$50.00 PER BUILDING with 10-19 Units, and**

**\$75.00 PER BUILDING with 20 + Units.**

**PLEASE NOTE:** There shall be one application per building. If there is more than one building containing rentals on your property, you will need to fill out an application for each building.

**OWNER-OCCUPIED RENTAL PROPERTIES:** The Village of Newark Code provides exemption of fee but **not from registration** for owner-occupied and dwellings containing units which are occupied by members of the owner's immediate family. Immediate family members are child, parents, brother, sister, mother/father-in-law, grandparents, current stepparents, or current stepchildren of owner. This means that owner-occupied rentals need to fill out the registration form, but do not need to pay.

It shall be a violation of Village Code if: **(a)** The owner fails to register any rental property/rental unit(s); **(b)** A record of rental registration is revoked; or **(c)** The owner fails to notify the Code Enforcement Office of any change in ownership information or ownership. Any person or entity committing such violation will be liable for a fine of \$250, plus payment of the fees for rental registration and inspection, if any, for a first offense; \$500, plus payment of the fees for rental registration and inspection, if any, for a second offense within one year of the first offense; and \$1,000, plus payment of the fees for rental registration and inspection, if any, for each offense thereafter within one year of the first offense. Each violation for each rental property shall constitute a separate offense.