



**CITY OF MOUNT VERNON, NY**  
**DEPARTMENT OF BUILDINGS**

**SHAWYN PATTERSON-HOWARD**  
Mayor

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**Patrick G. Holder, R.A.**  
Commissioner

**Hediye Mamak**  
1<sup>st</sup> Deputy Commissioner

**Dawn Asbury**  
2nd Deputy Commissioner

August 21, 2025

City Hall  
1 Roosevelt Square  
Mount Vernon, New York 10550

THROUGH THE OFFICE OF THE MAYOR.

**Re: Revising legislation in reference to Building Safety Inspections currently being carried out by our third-party consultant.**

To the Honorable Council Members:

Approximately a year ago, through the approval of this council, we implemented legislation to authorize a third-party to do safety inspection per section 1203.2(d) of Title 19 NYCRR enforcement of the Uniform Code in the City of Mount Vernon. Since then, we have contracted with a consultant to perform fire safety and property maintenance inspections of buildings on the Inspection List i.e. Multiple Dwelling and Nonresidential occupancies.

Multiple Dwelling and Nonresidential occupancies are required to first register for these inspections so they can be scheduled with the third-party consultant. The Building Department and Fire Department have expended significant city resources to send out notices via mail; social media; Open Gov and even a door-to-door campaign to inform owners of the requirement to register for these inspections. With all of this we have only received registration for less than 10% of the properties in our city that require these inspections over the last year. Again, these inspections are focused on life safety issues and required by the State of New York, this is compounded by the fact that they have not been done consistently over the last 20 years, and this department is concerned with the potential threat to life if they are not completed expeditiously.

The initial rollout of these inspections has also proved to be more costly than the city expected, thus we are requesting an increase in the Inspection Fees that were set to ensure that the Building Department has sufficient resources to enforce the Uniform Code, thereby safeguarding residents' health, safety, and welfare in multiple dwelling and non-residential properties. Further we strongly recommend a fine be levied to the Owners of those properties who refuse to register to have these inspections done.

The following fees shall be adjusted to the Department of Buildings fee schedule:

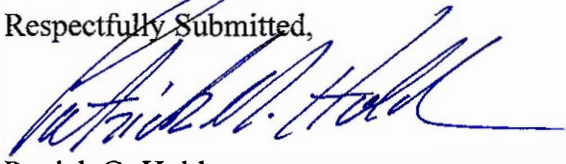
- Inspection per building with less than ten dwelling units: \$500.00
- Additional cost for every 10-dwelling unit: \$500.00

The following fine shall apply:

- Failure to Register: Owners of multiple dwellings who do not register for inspection within 45 days after the third notice (to be issued by mid-September 2025) will be subject to a \$1,000 monthly fine, which will go into budget code A2610.2 (Departmental Fines).
- Continued Non-Compliance: If the owner fails to register within 12 months of the notice, all outstanding fines will be added to the property tax bill. A lien may then be placed on the property.

If this meets with the approval of Your Honorable Body, kindly enact the necessary legislation to move forward with these third-party consultant firms.

Respectfully Submitted,



Patrick G. Holder  
Commissioner of Buildings

cc: Mayor, Corporation Counsel, City Clerk, The Comptroller