



## VILLAGE OF RICHFIELD SPRINGS

### ADOPTED LOCAL LAW # 2 of 2017

#### ESTABLISHING CHAPTER 206 ENTITLED

#### *"BUILDING MAINTENANCE - ABSENTEE LANDOWNER REGISTRY LAW OF THE VILLAGE OF RICHFIELD SPRINGS"*

BE IT ENACTED by the Board of Trustees of the Village of Richfield Springs, as follows:

#### §206-1. Title.

This chapter shall be known as "Building Maintenance - Absentee Landowner Registry Law of the Village of Richfield Springs."

#### §206-2. Purpose.

The purpose of this law is to establish the compulsory registration of a real estate managing agent for every property owned by a person or entity that does not reside either within the Village of Richfield Springs or one of its bordering Towns. The purpose of this law is to allow prompt contact with a person with authority to act regarding any matter relating to a particular property and to allow for the process of service and local jurisdiction for the enforcement of any law or regulation pertaining to said property.

#### §206-3. Definitions.

- A. ABSENTEE LANDOWNER – A landowner not residing within the Village of Richfield Springs or one of its bordering towns.
- B. AGENT – Person, whose residence is within the Village of Richfield Springs or a bordering town, who is designated by an absentee landowner with authority to receive information, to make decisions regarding said property, and upon whom notice may be served as well as any and all legal process regarding the absentee landowner's property.
- C. REGISTRATION – Full and proper completion of and submission to the Village Clerk of necessary contact information of the agent as prescribed by the Village Board of Trustees.
- D. TOWNS BORDERING THE VILLAGE OF RICHFIELD SPRINGS – Columbia, Richfield, Springfield, Warren.

#### §206-4. General requirements.

- A. All absentee landowners must provide the name, address, and phone number(s), including cell phone number, of their agent(s) for every property affected by this law.
- B. Re-registration is required each calendar year on or before January 31.
- C. Upon the transfer of land title, the transferring landowner must provide to the Village Clerk the name and address of the new landowner on a form available from the Village Office. Failure to supply this new information will result in an administrative charge as set forth below.

§206-5. Registration process.

- A. For the initial registration following adoption of this law, all absentee landowners will receive notice with their annual tax bills allowing thirty (30) days in which to register their properties.
- B. When land title is transferred to a new owner, the new owner shall have thirty (30) days from the date of transfer to register as an absentee landowner or provide the Village Clerk with proof of residency within the Village of Richfield Springs or one of the bordering towns.
- C. If, within thirty (30) days of the transfer of title, an absentee landowner has not fully and properly registered his/her property, a second notice, via certified return-receipt mail, will be sent to the address of record. If after the second notice full and proper registration has not been received by the Village Clerk, the property owner will be considered in violation of this law, and subject to an administrative charge as set forth below. Each 30 day period thereafter shall incur an additional administrative charge.

§206-6. Violations and fees.

Any person who neglects, refuses, or fails to comply with this registration requirement shall be subject to an administrative charge established to offset the cost of the Village to oversee and enforce the provision. Upon the passage of this local law, the administrative charge shall be \$100.00. Such charge may be changed from time to time by the passage of a Resolution by the Village Board modifying said charge. Upon the imposition of an administrative charge, notice of said charge and demand for payment shall be sent to the property owner by certified mail to the address of record as shown on the tax assessment roll. Failure to pay said charge to the Village Clerk within 30 days of the date of mailing shall require an additional administrative charge. Each 30 days thereafter of non-payment in full of the administrative charge outstanding shall incur an additional administrative charge. Upon the date of relevy of taxes, any and all unpaid administrative charges may be relevied as against the property to which this law applies.

§206-7. Effective date.

This law shall become effective immediately upon filing with the Office of the Secretary of State.

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