

**Purpose of form:**

Must submit form to satisfy Clinton District Anti-Harassment Checklist required item. Required item applies for all New Building (all work types), Alteration 1 (all work types), Alteration 2 (plumbing, OT/GC or OT-Other), Alteration 3 (OT/GC, or OT-Other) or Subdivision applications on properties located within the Clinton Special District. Applicants must indicate on the form if the proposed work is exempt from HPD anti-harassment provisions or requires HPD certification (Certificate of No Harassment attached). If the structure is located on a cure requirement or compliance lot, additional requirements apply.

**1 Location Information**

Provide borough, block, lot, BIN and community board number of the location where the work will be performed. Provide the house number and street name, and floors where the work will be performed.

**2 Applicant of Record**

Provide last name, first name, middle initial, business name, phone number, address, fax, city, state, zip code and license number of the P.E. or R.A. who prepared the plans and specifications for this application. Check the appropriate box to indicate whether the applicant is a P.E. or R.A.

**3 Clinton Special District Location**

Check the appropriate box to indicate which Clinton Special District area where the work will be performed.

If *Preservation Area* is checked, complete sections 4, 5 and 7.

If *Perimeter Area* is checked, complete sections 6 and 7.

If *Other area within Clinton Special District* is checked, complete section 7.

**4 Certification/Exemption Declaration**

If the structure is located in the Preservation Area, and an HPD Certificate of No Harassment is required as per ZR § 96-110(b)(1) and (c), certify compliance by checking the box and attach the HPD Certificate of No Harassment.

If the structure is located in the Perimeter Area and an HPD Certification is required as per ZR § 96-24, certify compliance by checking box and attached HPD Certificate of No Harassment.

If the structure is located on a cure requirement lot or cure compliance lot as per ZR § 96-110(a), certify compliance by checking the box. You must also certify compliance with subsections i-iv by checking each box. For subsection iv., only check one of the two boxes depending if the application for the cure requirement lot and associated cure compliance lot is controlled by a not-for-profit or not as per ZR § 96-110(d)(2)(iii) and (iv). For A2 or A3 applications, if existing Schedule A does not have required information, must file A1 to amend Certificate of Occupancy and Schedule A. If existing Schedule A does have the required information, include CO number in the space provided.

If a City Planning Commission Special Permit is required for demolition, development, enlargement or extension of a community facility as per ZR § 96-107, 96-108, 96-110(b), certify compliance by checking the box and attaching the permit

If the proposed work is an exempt alteration or demolition or is on an exempt structure, certify exemption by checking the box and proceed to Section 5 or 6 to indicate the exemption details.

**5 Exemption Description - Preservation Area**

Only complete this section if the proposed work on property is located in the Preservation Area (indicated in Section 3) and is exempt from HPD Anti-Harassment Certification.

If the work is an exempt alteration as per ZR § 96-109 and 96-110, certify the exemption by checking the box AND the sub-box indicating if the proposed work is a *material alteration* or *alteration to provide accessibility*.

If the work is an exempt demolition as per ZR § 96-108, certify the exemption by checking the box AND the sub-box indicating if there are no dwelling units, it is a partial demolition under 20% or unsafe building.

If the work is on an exempt structure as per ZR § 96-110(b)(2), certify the exemption by checking the box AND the sub-box that describes the structure.

**6 Exemption Description - Perimeter Area**

Only complete this section if the proposed work on property is located in the Perimeter Area (indicated in Section 3) and is exempt from HPD Anti-Harassment Certification.

If the work requires HDP Certification as per ZR § 96-24, certify by checking the box and attach the Certification.

If the work is exempt as per ZR § 12-10, certify by checking the box AND the sub-box that describes the exemption.

**7 Applicant's Statements and Signatures**

Applicant signs and seals the affidavit statement. The name must match the name from the Application of Record section above (Section 2).