

Town of Cheektowaga Rental Housing Business/Landlord License Application

Diane Benczkowski
Supervisor
Town of Cheektowaga



Cheektowaga Town Hall
3301 Broadway Street
Cheektowaga, NY 14227-1088
Council Office: 716/686-3446

WEB APPLICATION

Owner/Applicant:
Primary Residence:
City, State, Zip

Dear Property Owner:

In 2013, the Town Board of the Town of Cheektowaga approved a Landlord Licensing Local Law declaring that owners of three(3) or more non-owner-occupied dwelling units constitutes a business which impacts upon the public health, safety and general welfare of the residents of the Town of Cheektowaga. In 2014, the Local Law was amended to include all one-family, two-family and three-family non-owner-occupied dwellings; regardless of the number of dwelling units owned.

Properties that are non-owner-occupied may become a haven for various criminal or disruptive activities that can cause disorder in our community and affect the quality of life of others. The desire is to minimize and control the adverse effects caused by illegal and nuisance activities which may occur at these non-owner-occupied rental properties; thereby protecting our citizens and preserving quality of life, property values and the character of our neighborhoods and businesses.

The Local Law requires owners to register said properties with the Town of Cheektowaga and obtain a Rental Housing Business/Landlord License. Attached to the end of the Application is a copy of the Landlord Licensing Local Law No. 1 of 2013 and the amendment for your records.

Please complete the application and return to:

Town of Cheektowaga
Council Office
3301 Broadway Street
Cheektowaga, NY 14227-1088.

If you have further questions concerning this matter, please contact the office at (716)686-3446.

Thank you for your anticipated cooperation.

Sincerely,

Diane Benczkowski
Supervisor
Town of Cheektowaga

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OWNER INFORMATION

If the owner is an Association, Limited Liability Company, Partnership, Joint Tenancy, Tenancy in Common or Tenancy by the Entirety, then you must provide the name, address and telephone number of every owner, member or general partner. If you need additional space, add to notes section.

If the owner is a corporation, the principal place of business of the corporation must be provided, as well as the name, title and residence address of all officers, directors and managing general agents.

	Owner 1	Owner 2
Name		
Address of Residence		
Cell Phone		
Home Phone		
Email		

OWNERS AGENT INFORMATION

If you, as the owner, have designated an agent or management company to assist you with the management of the rental property, you must list the contact information of said agent/management company.

Local law states: If the Owner does not reside or have its place of business in Erie County, the Owner **MUST** designate a property manager who is located in the County of Erie who can accept service of process.

Business Name:	Contact Person:
Address of Business:	
Office Phone:	Cell:

Notices or correspondence should be mailed to: Owner 1 Owner 2 or Property Manager

RENTAL PROPERTY ADDRESS

Include the **SBL** (if you know), **Address of all properties** and **Number of units** at each building.
If you have more properties add to notes section.

SBL	Property Address	No. of units	4.	5.	6.	7.
1.						
2.						
3.						

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Additional space for Owner Information or Property Information:

SUBMIT THIS FORM TO: TOWN OF CHEEKTOWAGA, COUNCIL OFFICE, 3301 BROADWAY, CHEEKTOWAGA, NEW YORK 14227.

THE APPLICATION WILL BE REVIEWED FOR COMPLETENESS AND A LICENSE ISSUED.

Official Use:

Received by: _____

Date Received: _____