



**THE CITY OF POUGHKEEPSIE
NEW YORK
BUILDING PLANNING & ZONING**

62 Civic Center Plaza, 2nd Floor
Poughkeepsie, New York 12601

Phone: 845.451.4007 Fax: 845.451.4006

I.D. No. _____

Gary E. Beck, Jr.
Building Inspector

VACANT PROPERTY DISCOVERY REPORT

Property Address: _____ Date: _____

Viewed by (optional): Name: _____

Address: _____

Directions: Make all observations from the public right of way. Do not trespass. If you have the ability to do so, please photograph any specific problem areas. Attach relevant photos to the form for submission.

Exterior Conditions Indicating Vacancy

	Yes	No	Notes
Overgrown or dead vegetation present on property?	___	___	_____
Abandoned cars, garbage or other debris present on property?	___	___	_____
Main structure - Stairs, balconies and canopies damaged?	___	___	_____
Main structure - Loose, rotten materials or holes?	___	___	_____
Main structure - Roof damaged?	___	___	_____
Main structure - Doors, windows or other openings open or broken?	___	___	_____
Evidence of insect, vermin or rodent infestation?	___	___	_____
Physical house number on main structure?	___	___	_____
Garage/Shed - Damaged or in need of repair?	___	___	_____
Garage/Shed - Windows or other openings open or broken?	___	___	_____

Additional Notes:

REMINDER: Do not enter the property. All observations of the property shall be conducted on the street or other area open to the general public.