

*The Woodhaven Residents' Block Association (WRBA) was founded in 1972 in order to help preserve and improve living conditions in Woodhaven, New York.*

*The WRBA meets on the 3rd Wednesday of every month at the Woodhaven-Richmond Hill Volunteer Ambulance Corp. at 78-15 Jamaica Avenue.*

*You can e-mail the WRBA at: [info@woodhaven-nyc.com](mailto:info@woodhaven-nyc.com)*

*Our website is under construction but you can find more information on Woodhaven at: [www.ProjectWoodhaven.com](http://www.ProjectWoodhaven.com)*

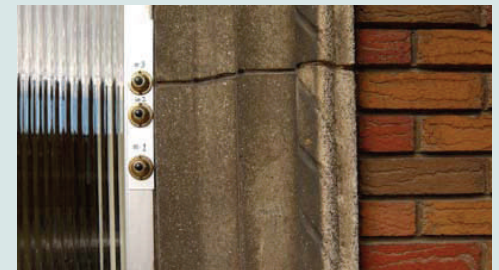


Woodhaven Residents' Block Association  
84-20 Jamaica Avenue  
Woodhaven, New York 11421

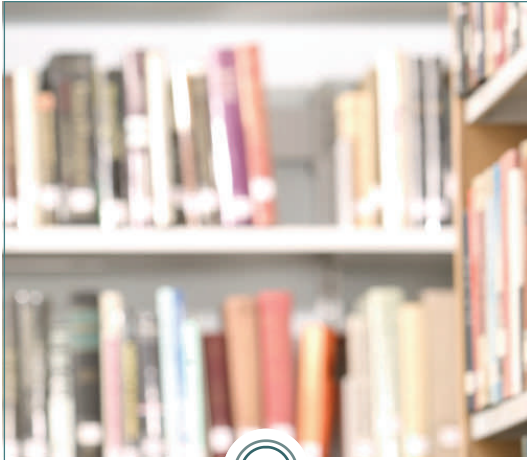
Phone: 718-296-3735  
Fax: 718-296-3417  
E-mail: [info@woodhaven-nyc.com](mailto:info@woodhaven-nyc.com)



# Illegal Conversions



Woodhaven Residents' Block Association  
*"The Guardian of Woodhaven".*



## What is an illegal conversion?

An illegal conversion is an alteration or modification of an existing building to create an additional housing unit without first obtaining the approval of the NYC Department of Buildings.

Examples of illegal conversions include:

Using a property zoned for manufacturing or industrial use for residential occupancy

- ◆ Creating a housing unit in a building designated for manufacturing or industrial use

- ◆ Adding an apartment in the basement, attic or garage without obtaining the approval or permits from the Department of Buildings

- ◆ Creating a rooming house (single room occupancy) or dividing an apartment into single room occupancies

## Why are illegal conversions harmful?

Illegal conversions reduce the quality of life by bringing more people to live in a neighborhood than it can support. This unplanned growth can strain the capacity of the buses and subways and the sanitation and sewer systems. It can cause overcrowding in schools and create parking shortages.

Most important, if the construction does not meet the Building Code standards, the building may not be safe to occupy. The lives of the occupants, as well as those of the City's emergency responders, could be at risk.



Building owners who receive violations for illegal conversions face court hearings, fines and daily penalties for the use of each illegal unit. These penalties can amount to thousands of dollars .

## What to do if you suspect an illegal conversion?

If you suspect an illegal conversion call the Woodhaven Residents' Block Association. We will anonymously log the complaint with the Buildings Department and request that a Buildings Inspector be routed to the site to inspect the property. We will also check the legal use of a building .

In addition we will monitor the Buildings Department website to see what actions have been taken and contact you to confirm these actions .

Violation Description	Max. Penalty for 1st Offense Under LL37 and New Codes
Building in manufacturing district altered for residential use occupied w/o a valid C of O.	\$10,000
Building in manufacturing district altered for residential use occupied w/o a valid C of O.	\$12,000
Construction work contrary to approved plans in a manufacturing district for residential use.	\$24,000

Source: New York City Department of Buildings