

Environmental Control Board

Failure to Store or Remove Receptacles: 16-120(a) / AS16; 16-120(c) / AS18

To support a defense to the charge of failure to store receptacles or failure to remove receptacles or sidewalk obstruction, please include answers to the following questions. If you choose to do a one-click hearing, include your answers on the e-form. If you choose a hearing by mail, submit a sworn, notarized statement containing the relevant information. In either case, you may submit supporting documentation.

If you are not the respondent named on the Notice of Violation, submit a written statement explaining:

- (a) your relationship to that named respondent, and*
- (b) whether you are authorized to represent that party.*

- Describe the type of premises involved. If the premises is a multiple dwelling, state the number of apartments.*
- If this is a 1-or-2 family dwelling, and if the inhabitants are employed, when do they go to and return from their place of employment?*
- Does the building have a superintendent? If there is a superintendent, does he or she reside at the premises and what are his or her days and hours of employment.*
- Is the garbage or are the garbage receptacles stored on or near the sidewalk? If so, why?*
- Please describe the area where garbage is stored prior to being placed out for collection. (Submit a diagram or photograph.)*
- What are the scheduled days and times for refuse collection?*
- When were the receptacles placed out for collection? By whom?*
- When does your commercial premises open and close?*
- Was collection made at the proper time and day immediately prior to issuance of the Notice of Violation?*
- If you have a private carter to remove garbage, and they failed to make their scheduled pickup, what efforts were made to either contact them or to bring receptacle in from pick-up area?*
- Did you have instructions from Department of Sanitation to place receptacles out at the time you were cited?*