

415 WOODWARD ST
SUPPORT DOCUMENTS

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CITY OF READING, PENNSYLVANIA

Property Maintenance Division
Code Enforcement
815 Washington Street
Reading, PA 19601-3690
(610) 655-6345

April 11, 2025

413-415 WOODWARD LLC
PAUL G HAWTHORNE
77 SANDS STREET FL-6
BROOKLYN NY 11201

RE: 415 WOODWARD ST READING, PA 19601
UPI/ Property ID 07530766724821

Dear Paul G. Hawthorne:

This is to advise you that the hearing on your appeal to the City of Reading Code and License Appeals Board is scheduled for Wednesday, April 30, at 3:00 PM in the Council Chambers of City Hall located at 815 Washington Street on the second floor.

To prepare for your upcoming appeal hearing with the Code & License Appeals Board, it's important to gather all relevant documents and evidence related to your property that support your case. Ensure that you arrive at the Council Chambers of City Hall, before the scheduled time of 3:00 P.M. on Wednesday, April 30. It may also be beneficial to review the procedures and any legal requirements beforehand to present your appeal effectively.

You should use the 8th St. entrance for access to City Hall. Proceed up the stairs to the first level and turn to the right and continue down the hallway to the elevators. Take the elevator to the 2nd floor and turn right. Please be prompt and ready to present your appeal.

If you will not be present your representative must have a signed authorization from you to present to the board. This document will grant them the power to act on your behalf before the board. It's a safeguard that ensures your appeal is heard, even in your absence.

Hybrid meeting options can be requested for flexibility in attendance. If you desire to participate via hybrid, kindly advise the Board Solicitor at mmayfield@hvmllaw.com at least one week prior to the scheduled hearing to ensure you receive an invite for the meeting. Should you plan to attend electronically, please note 1. Proper documentation is required to be submitted in advance if this option is utilized and 2. Documentation should be readily available for display or provision to the solicitor at least three (3) business days prior to the scheduled hearing.
Information for the appeals board can be found in the City of Reading Code of Ordinances Section 339-211.

Sincerely,
Rudy Estrada
Manager
Property Maintenance Division
610-655-6345

**Ownership Information**

UPI / Property ID: 07530766724821
Location Address: 415 WOODWARD ST
Owner's Name: 413-415 WOODWARD LLC

Mailing Address: 225 4TH AV SUITE 224 BROOKLYN NY 11215
Municipality: READING
School District: READING
Map PIN: 530766724821
Account #: 07696075

Recorded Documents

Deed / Instrument #: 2017020670
Deed Date: 20170608
Deed Amount: 52000
Deed Reference 1:
Deed Reference 2:
Plan:
Lot:

Property Details

Homestead Status: NOT ENROLLED
Market Land Value: 16000
Assessed Land Value: 16000
Building Value: 60200
Total Assessed Value: 76200
Property Class: COMMERCIAL
Land Use Code: 4200
Clean & Green Year:
Net Acreage: 0.10
Description: COMMERCIAL BUILDING

Guido Marte

From: 413-415 Woodward LLC <noreply@jotform.com>
Sent: Monday, February 3, 2025 9:28 AM
To: PMI Supervisors
Subject: Re: Property Maintenance Enforcement Appeal Form - 413-415 Woodward LLC

WARNING: This email originated from outside the system

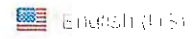
DO NOT CLICK links or attachments unless you recognize the sender and know the content is safe.



Property Maintenance Enforcement Appeal Form

Property Address of Appeal	413 & 415 Woodward Street, Reading PA 19601
Owner Name	413-415 Woodward LLC
Owner Address	Street Address: 77 Sands Street Street Address Line 2: 6th Floor City: Brooklyn State / Province: NY Postal / Zip Code: 11233 Country: United States
Owner Phone Number	(347) 6839276
Subject of Appeal	Other
Reason(s) for Appeal	I am writing to formally request the removal of fines and penalty amounts assessed against the properties located at 413 and 415 Woodward Street. We respectfully ask that only the outstanding registration and quality of life fees be charged, as we were not aware of any outstanding amounts owed to the city.

Since 2018, we have remained in full compliance with all registration requirements for these properties, maintaining our commitment to meeting the city's standards. However, no notice of outstanding fees was delivered to us after 2017 by the city or Arcadia Recovery Bureau, and we were under the good-faith belief that all obligations had been satisfied. Had we been made aware of any remaining and outstanding balance, we would



Property Maintenance Enforcement Appeal Form

Purpose: A property owner may make a written request for appeal.

Property Address of Appeal

413 & 415 Woodward Street, Reading PA 19601

Owner Name

First Name

413-415 Woodward LL

Last Name

Owner Address

77 Sands Street

Street Address

6th Floor

Street Address Line 2

Brooklyn

City

NY

State / Province

11233

Postal / Zip Code

United States

Country



Owner Phone Number

347

Area Code

- 6839276

Phone Number

Subject of Appeal

Inspection Penalty
Bill/Inspection Number

Reason(s) for Appeal

Pursuant to the attached correspondence, our 2/3/25 appeal of of certain fees and penalties was denied. This appeal is being submitted with the appropriate fees to have a hearing scheduled before the Code & License Appeals Board to further plead our request.

I hereby verify that the information provided on this application is true and correct to the best of my knowledge, information, and belief.

I understand that false statements made herein are subject to penalties of 18 Pa. C.S.A. 4904, relating to unsworn falsification to authorities.

Signature

Print Name

Paul G. Hawthorne

Date

3/29/25

**INVOICE (INV-00026866)
FOR CITY OF READING**

BILLING CONTACT
PAUL G HAWTHORNE
413-415 WOODWARD LLC
77 SANDS STREET, FL-6
BROOKLYN, NY 11201

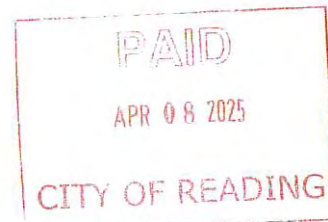


INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00026866	04/08/2025	04/09/2025	Due	Appeal fee

REFERENCE NUMBER	FEE NAME	TOTAL
225459-626715	Appeal Fee	\$100.00
415 Woodward St Reading, PA		SUBTOTAL \$100.00

REMITTANCE INFORMATION
City of Reading 815 Washington Street Reading, PA 19601

TOTAL **\$100.00**



415 WOODWARD ST

FEE SUMMARY

INSPECTION STATUS

QUALITY OF LIVE VIOLATIONS	35.00
INSPECTION FEES	195.00
NONCOMPLIANCE PENALTY FEES	350.00
EXTENSION INSPECTION FEE	38.58
HOUSING FEES	150
ILLEGAL UNIT PENALTY FEES	7600.58

TOTAL AMOUNT DUE:	8,368.00
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INITIAL INSPECTION	1/16/2018
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PASSED INSPECTION	10/30/2019
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Statement of Account

SWORN AFFIDAVIT

415 WOODWARD ST, READING, PA 19601

Owned By: HAWTHORNE PAUL G

BROOKLYN, NY 11201

State of Pennsylvania

County of Berks

I Guido Marte am employed by the City of Reading. In my capacity as an employee of, and custodian of, records for the City of Reading, the following information regarding violations and fees for **415 WOODWARD ST, READING, PA 19601** is true and correct to the best of my knowledge.

Total Number of Work Order: 0

Amount Unpaid: \$0.00

Total Number of Quality of Life Violations: 1

Amount Unpaid: \$35.00

Inspection Fees/Fines Unpaid: \$583.58

Housing Fees/Fines Unpaid: \$7,750.00

Total Fees/Fines Unpaid: \$8,368.58

If there are fees due, some of them may be in collections. Any fees in collections must be paid directly to the collection agency. Please contact our office at CertificateofTransfer@readingpa.gov for more information.

Copy of bills can be requested by sending an email to: CertificateofTransfer@readingpa.gov

Checks and money orders can be made out to: The City of Reading

Checks and money order can be mailed to: 815 Washington St, Reading PA 19601

Signature of Affiant:

Date:

Guido Marte

4/11/25

INVOICE (INV-00024725) FOR CITY OF READING

BILLING CONTACT

413-415 WOODWARD LLC
PAUL G HAWTHORNE
77 SANDS STREET, FL-6
BROOKLYN, NY 11201



INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00024725	03/24/2025	03/25/2025	Due	NONE

REFERENCE NUMBER	FEE NAME	TOTAL
225459	2 YEAR NON COMPLIANCE PENALTY 7/17/18	\$350.00
	3-4 UNIT 2 YEAR RE-INSPECTION FEE 7/17/18	\$195.00
	QOL VIOL 1/31/22	\$35.00
415 Woodward St Reading, PA	SUB TOTAL	\$580.00

REFERENCE NUMBER	FEE NAME	TOTAL
74004150H	HOUSING REGISTRATION RENEWAL 5/11/18	\$150.00
	ILLEGAL UNIT PENALTY 9/12/17	\$4,000.00
	ILLEGAL UNIT PENALTY 9/27/17	\$1,200.00
	ILLEGAL UNIT PENALTY 10/27/17	\$1,200.00
	ILLEGAL UNIT PENALTY 12/26/17	\$1,200.00
415 Woodward St Reading, PA	SUB TOTAL	\$7,750.00

REMITTANCE INFORMATION
City of Reading 815 Washington Street Reading, PA 19601

TOTAL **\$8,330.00**



CITY OF READING, PENNSYLVANIA

Property Maintenance Division
Code Enforcement
815 Washington Street
Reading PA 19601-3690
(610) 655-6283

**413-415 WOODWARD LLC,
77 SANDS STREET, FL-6
BROOKLYN, NY 11201**

RE 415 WOODWARD ST

Insp #: 562819
Insp Type: 2 YEAR

Dear Owner:

Based upon the inspection dated on **October 30, 2019**, initiated by the Property Maintenance Division at the above referenced property, it was determined that these items were completed and meets the applicable City of Reading Codified Ordinance.

Thank you for your cooperation. If I can be of further assistance, please do not hesitate to call me between 7:30 - 8:30 AM and 3:00 - 4:00 PM; Monday through Friday.

Sincerely,

RENE O PLACIDO

Property Maintenance Inspector
(610)655-6107

Fax: 610-655-6525