



Vacant Building Registration Application

Property Owners Name: _____

Property Location: _____

Map/Parcel Number: _____

Mailing Address: _____

Phone Number: _____

Property Owner Signature: _____

I am requesting the structure as stated above be considered for the vacant building registration. It is the responsibility of the property owner to notify the City if the status changes or the building is occupied. I understand I am subject to the following:

- Annual Inspection Fee (Chapter 180 Fees)
- Annual Registration Fee (Chapter 180 Fees)
- Utility Billings for Registered Vacant Buildings (Chapter 399 Payment for Utility Services)
- Water turn on/off, nonemergency fee (Chapter 180 Fees)
- Vacant Building Regulations (Chapter 108 Vacant Buildings)

It is understood that if I do not meet all of the requirements as stated in Chapter 108 Vacant Buildings, I will not be eligible for a vacant building exemption and will be subject to the Yearly Vacant Building Fee as stated in Chapter 180 Fees. The City Code Enforcement Officer will continue to monitor the structure on a monthly basis.

_____ **STAFF INPUT ONLY** _____

City Utility Account # _____

City Tax Account # _____

Utility Disconnection Date: _____ by _____

Inactive Utility Account Date: _____ by _____