

CITY OF LEROY

VACANT / UNOCCUPIED BUILDING REGISTRATION

Building Registration Requirements:

4-9-6.

Registration of Unoccupied or Vacant Buildings. Any owner required to register a vacant or unoccupied building pursuant to this Chapter shall supply the following information to the Code Enforcement Officer:

1. Owner of Property:

Name: _____

Address: _____

Telephone: _____

2. Local agent or representative:

Name: _____

Address: _____

Telephone: _____

3. Name, address and telephone number of all persons with any legal interest in the property, building and premises:

Name: _____

Address: _____

Telephone: _____

Name: _____

Address: _____

Telephone: _____

4. Legal description and tax parcel identification number of the premises on which the building is situated:

Legal Description:

Parcel No.: _____

5. The common address of the building:

6. Date on which building became vacant or unoccupied:

Date: _____

7. Remedial building plan:

Please attach a Remedial Plan, including the information requested, on the attached Exhibit A.

The Building Registration shall be filed with the Code Enforcement Officer accompanied with a \$10.00 filing fee. Registration shall be valid for a period of six (6) months. If the building is vacant or unoccupied at the expiration of any registration period and the requirements of the remedial building plan are not completed, then the owner shall re-register such building, file a revised remedial building plan, if requested, and pay a \$100 filing fee. If the building is vacant or unoccupied at the expiration of any registration and the requirements of the remedial building plan are completed, the owner shall re-register such building without filing a new remedial building plan and shall pay a \$50.00 filing fee.

Print Name: _____

Signature: _____

Dated: _____

EXHIBIT A

REMEDIAL BUILDING PLAN INFORMATION

4-9-8.

Remedial Building Plan. When a building is registered as required herein, the owner or agent shall submit a remedial building plan. The Code Enforcement Officer may determine the Remedial Building Plan if the owner or agent fails to file a plan or such plan does not conform with this Chapter. The Plan shall contain the following:

a. A plan of action to repair any doors, windows or other openings which are boarded up or otherwise secured by any means other than conventional methods used in the design of the building or permitted for new construction of similar type. The proposed repair shall result in openings secured by conventional methods used in the design of the building or by methods permitted for new construction of similar type.

b. For buildings and premises thereof which are identified as being or containing public nuisances, then the Remedial Building Plan shall contain a plan of action to remedy such public nuisances.

c. For buildings and premises thereof which are identified as being code deficient, then the remedial building plan shall contain a plan of action to remedy such deficiencies.

d. For each required plan a time schedule shall be submitted identifying a date of commencement of repair and date of completion of repair for each improperly secured opening, identified nuisance and identified code deficiency.

e. When the owner proposes to demolish the building, then the owner shall submit a plan and time schedule for such demolition.

f. A plan of action to maintain the building and premises thereof in conformance with applicable law.

g. A plan of action with a time schedule identifying the date the building will be habitable and occupied or offered for occupancy or sale. The time schedule shall include dates of commencement and completion of all actions required to achieve habitability. No plan which does not provide for compliance with this Chapter or which will not, as determined by the Code Enforcement Official, achieve such compliance within six (6) months, will be approved.

h. All premises upon which unoccupied or vacate buildings are located and all exteriors shall, at all times, be maintained in compliance with this code.

i. Exterior lighting according to standards established by the Code Enforcement Official and available from the Code Enforcement Official.

j. A Plan shall additionally provide evidence of liability insurance for the property in a minimum amount of \$500,000.00.