



# VACANT BUILDING REGISTRATION

## ***Village of Chauncey Ord. 2023-8 Vacant Building Registration Ordinance***

*“The owner shall register with the Village of Chauncey not later than 180 days after any building located in an area zoned for, or abutting an area zoned for, residential or commercial use in the City becomes a vacant building or not later than 30 days of being notified by the Village of Chauncey of the requirement to register based on evidence of vacancy, whichever event first occurs.”*

Date: \_\_\_\_\_

Vacant Building Address/Parcel ID #(s):  
\_\_\_\_\_  
\_\_\_\_\_

Owner Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_  
Street City State Zip code

Phone: ( ) \_\_\_\_\_ e-mail: \_\_\_\_\_

Contact Name (if different than Owner): \_\_\_\_\_

Contact Address: \_\_\_\_\_  
Street City State Zip code

Phone: ( ) \_\_\_\_\_ e-mail: \_\_\_\_\_

Zoning district: (check one)    R-1    R-2    R-3    B-1    B-2    LLR    OS

### Vacant Building Plan

I hereby submit a plan of (Please Circle): Demolition | Secure Vacancy | Rehabilitation:

If the building is to be demolished, a demolition plan indicating the proposed time frame for demolition, which includes starting within 30 days of acceptance of the proposed demolition timeline and completion according to plan, and does not exceed one year

If the building is to remain vacant, a plan for the ensuring the building is secured along with the procedure that will be used to maintain the property; or

If the building is to be returned to appropriate occupancy or use, a rehabilitation plan for the building and grounds. The rehabilitation plan shall not exceed 12 months from the time they obtain permits, unless the Code Inspector grants an extension upon receipt of a written statement from the owner detailing the reasons for the extension. Any repairs, improvements or alterations to the property must comply with any applicable zoning code, and the property must be secured during the rehabilitation.

