City of Toledo

Division of Building Inspection
One Government Center, Suite 1600
Toledo, Ohio 43604
(419) 245-1220 Fax (419) 245-1329

Vacant Residential Building Registration Application

TMC §1767

On December 15 , 2008, Toledo Municipal Code §1767, "Vacant Building Registration" goes into law by Ordinance #329.08. The purpose of the legislation is to ensure responsible ownership of all vacant residential buildings occurs for the public health, safety and welfare of our neighborhoods and nearby commercial districts. This legislation applies to all structures with any residential units.

A non-refundable registration fee is required for each vacant building and is due by January 1st of each year as follows:

$100 at time of registration.
$500 vacant for at least one year but less than two years for 1st four residential units plus $10 for each additional unit over 8 units
$1000 vacant for at least two years but less than three years for 1st four residential units plus $20 for each additional unit over 8 units
$1500 vacant for at least three years but less than four years for 1st four residential units plus $30 for each additional unit over 8 units
$2000 vacant for at least four years but less than five years for 1st four residential units plus $40 for each additional unit over 8 units
$2500 vacant for at least five years but less than six years for 1st four residential units plus $50 for each additional unit over 8 units
$3000 vacant for at least six years plus an additional $500 for each year over six years for 1st four residential units plus $60 for each additional unit over 8 units

Owners of buildings in non-compliance with TMC §1767 will be served a Notice of Liability (NOL) and carry a civil fine of $250 for the first violation by an owner, $500 for a second violation, and $1000 for a third and subsequent violations by an owner.
All fines and registration fees shall be paid to the City of Toledo Nuisance Abatement Trust Fund.

A waiver * may be granted by the Commissioner of Building Inspection for those properties registered and actively being sold or rented by a third party agent, renovated for sale or rent, or otherwise have utility service connections still in place.

The owner of a vacant building has the right to appeal fines or Notices of Liability to the Board of Nuisance Abatement and Housing Appeals.

Please print or type

Vacant Property Information

Today's Date _____

_____
Vacant Property's Street Address

_____
Vacant Property's Legal Description

_____
Vacant Property's City, State, Zip

_____
Vacant Property's Tax Parcel No.

_____
Date the property was made vacant

Total # of Residential Units _____

Registration Fee Amount _____

Owner's Information

Owner's Agent's Information (This must be an individual's name who resides or maintains an office in Lucas County or in a county adjacent to Lucas County.)

_____
Owner's Full Name (person, corporation, LLC, estate, partnership)

_____
Agent's Full Name

_____
Owner's Mailing Address, other than vacant property or PO Box

_____
Agent's Street Mailing Address (do NOT use PO Box)

_____
Owner's City, State, Zip

_____
Agent's City, State, Zip

_____ _____
Owner's Office Phone Owner's Fax No.

(____) _____ (____) _____
Daytime Phone Other Phone

* **A Waiver** of the vacant residential building registration fee may be granted for up to 180 days (and renewed for an additional 180 days if the property owner can demonstrate any of the following conditions:

1. Authorization to Sell contract with a licensed real estate agent;
2. A contract with a rental/leasing agent to market rental units;
3. A signed affidavit that the building is part of a probate proceeding;
4. Copy of a current valid building permit or demolition permit;
5. Copy of a current valid building permit and schedule of completion
6. A signed affidavit state the building is being prepared for occupancy;
7. A deed stating a political subdivision or the State is owner.

Waiver Requested Y/N ____

_____
Applicant's Signature

Waiver Approved/Denied _____
Commissioner of Building Inspection & Code Enforcement