



**VACANT/BLIGHTED STRUCTURE REGISTRATION**

Community Planning & Economic Development Department  
245 N. Rose Street, Suite 100, Kalamazoo, MI 49007  
Phone: 269-337-8026/Fax: 269-337-8513

*This form is provided pursuant to Chapter 21 Article IV and must be completed by the owner or other responsible person and returned to the address above within ten (10) days.*

PROPERTY ADDRESS: \_\_\_\_\_ Parcel ID #: \_\_\_\_\_

RESPONDENT: Name \_\_\_\_\_ Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

Fax \_\_\_\_\_ Email \_\_\_\_\_

If respondent is the property owner, please initial here: \_\_\_\_\_

If there are any other parties with a known ownership interest, please complete the following:

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Nature of property interest: \_\_\_\_\_

Nature of property interest: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CHECKLIST:

[ ] Number of units/apartments in this structure during its most recent occupancy: \_\_\_\_\_

[ ] End date of most recent occupancy:

• On or about \_\_\_\_/\_\_\_\_/\_\_\_\_

• Reason: \_\_\_\_\_

[ ] Circle your plan(s) for future use of this property: **Sell Repair Reuse Demolish**

• If you circled Repair, please submit plan with time frame of planned repairs within 21 days.

• If you circled Demolish, you must obtain a Permit to Wreck within 45 days from the date of your Vacant Blighted Structure Notice.

• If you circled Sell, may we give prospective buyers your contact information? Yes No

• Would you consider donating this property to a non-profit entity? Yes No Unsure  
(For more information about donation, please contact us using the information above.)

[ ] If you are aware of any liens on this property, please list the nature and approximate amount(s) below:

\_\_\_\_\_

[ ] If there is any other information about this property that you want us to know, please note it below.

\_\_\_\_\_

[ ] By my signature, I affirm that the representations made above are true to the best of my knowledge.

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

## REPAIR COMMITMENT

<b>ITEMS IN NEED OF REPAIR</b> (Refer to the enclosed Notice of Violations)	<b>DEADLINE BY WHICH THIS REPAIR WILL BE COMPLETED</b>	<b>COMMENTS</b> (Optional)

After reviewing this Repair Commitment, you will receive a letter indicating whether or not it was approved. If not approved, a Code Compliance Inspector will provide alternative instructions. If you are unable to meet a deadline, you must request an extension from the Inspector ***in writing prior*** to the deadline in question. A deadline missed without prior approval will generate a \$75 enforcement charge. Inspectors will make periodic checks on the progress of the repairs.

To the best of my ability, I will complete the repairs by the dates specified above.

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_