



Vacant Building Maintenance License Application

The owner or person in control of any vacant structure or building located in Colerain Township must apply to the Colerain Township Department of Building, Planning and Zoning for a Vacant Building Maintenance License in accordance with the Colerain Township Vacant Building Maintenance License Resolution #6-16.

Type of Registration

Registration: Initial Registration Renewal Registration

Property Description

Property Address: _____

Book-Plat-Parcel: _____ - _____ - _____

Owner: _____

Date of Vacancy: _____

Utilities: Electricity: On Off Water: On Off Gas: On Off

Bond/Insurance Information (Please submit a copy of coverage with application)

General Liability Insurance Requirements:

- Single-Family Residential & Multi-Family Residential with less than 4 units: \$300,000
- All other buildings: \$1,000,000

Name of Bonding/Insurance Company: _____

Address: _____

Telephone: _____ Email Address: _____

Amount of Coverage: \$ _____

Contact Information for Person in Control of Property

Preservation Company Name: _____

Name of **Person** in Control: _____

Mailing Address: _____

Telephone: _____ Email Address: _____

Describe all measures you will take to ensure that the building will be kept weather tight and secure from trespassers, safe for entry by police officers and firefighters in times of emergency and, together with its premises, free from nuisance and in good order.

Signatures

The owner or Person in Control of this building and undersigned does hereby certify that the information and statements given on the registration are to the best of his or her knowledge, true and correct.

Person in Control (Print): _____

Signature: _____ Date: ____ / ____ / ____

Title & Company: _____

Fee Schedule

For more information please see the Colerain Township Vacant Building Maintenance License Resolution which is available at: <http://www.colerain.org/departments/planning-zoning/vacantpropertyresolution>.

The fees for the various requirements are as follows:

- \$ 900 - Properties ordered vacated or kept vacant less than one year**
- \$1,800 - Properties ordered vacated or kept vacant for at least one year but less than two years**
- \$2,700 – Properties ordered vacated or kept vacant for at least two years but less than five years**
- \$3,500 – Properties ordered vacated or kept vacant for at least five years**

Return this registration form, fee and proof of insurance to:
Colerain Township Planning and Zoning Department
4200 Springdale Road
Cincinnati, OH 45251
ATTN: Vacant Building Maintenance License

Official Use Only

License Number _____

Date: _____
Fee Paid: _____
Inspect Date: _____
Exp. Date: _____
Rcvd By: _____