



VACANT BUILDING REGISTRATION FORM

Date: _____

As required by City of Center Line Ordinance 411, Article V, Sec. 1, “**ALL** persons with **ANY** legal interest in the building”, are required to be identified on the Vacant Building Registration Form. **Please list each person’s name, address, phone #, Driver’s License and email address, who have legal interest on this vacant building registration form. Applicant must pay \$250.00 registration fee and \$500 inspection fee upon submission of this form**

<u>Name</u>	<u>Address</u>	<u>Phone</u>	<u>Driver’s Lic. or MI ID #</u>	<u>Email</u>

APPLICANT NAME

(Owner/Agent/Property Manager/Designee)

Center Line, MI 48015

PROPERTY ADDRESS (Location of Vacant Building)

APPLICANT HOME PHONE

APPLICANT CELL PHONE

APPLICANT WORK PHONE

APPLICANT EMAIL ADDRESS

APPLICANT DRIVERS LICENSE #

(A copy of the applicant’s driver’s license is required)

EMERGENCY CONTACT NAME

EMERGENCY CONTACT PHONE

Pending Court Cases – (Must include civil, legal, bankruptcies and/or foreclosure cases)

<u>Case Name</u>	<u>Case #</u>	<u>Court Name</u>	<u>Litigant #1</u>	<u>Litigant #2</u>	<u>Litigant #3</u>
V.					
V.					
V.					
V.					

Toxic/Flammable/Hazardous Materials – (List all known materials & locations)

Name of Material(s) Is it “Spilled” or “Stored” Location in Building

7070 E. 10 Mile Rd., Center Line 48015 - 586-757-6800

www.centerline.gov

“Smalltown Lifestyle in the Heart of Metro-Detroit”

Revised: April 8, 2024

Other Health/Safety/General Welfare Information – *(Provide a list of any items/issues that are health, safety or general public welfare concerns that emergency responders should be aware of)*

Note: Failure to report any health, safety or general public welfare concerns may result in a \$1,500.00 civil fine for each violation.

Item #1 -

Item #2 -

Item #3 -

Inspections:

- Within 30 days of the Vacant Building Registration Form being filed with the city, the owner, agent or management company shall allow for an inspection of the interior and exterior of the vacant building during normal business hours, or at a mutually agreed upon time.
- An inspection fee of \$500.00 must be paid prior to the initial vacant building inspection.
- Upon inspection, the city inspector will provide a listing of all property, building codes, health, fire, water and sewer codes, and send such listing to the owner as identified on this form.
- Results will be issued in writing within 5 to 7 days. Results will not be given over the phone, by FAX, or Email.
- Due to the volume of inspections, the city is unable to schedule specified times. Inspections are performed between 9:00 A.M. and 4:00 P.M. on Tuesday and Thursday of each week, unless otherwise notified.
- The \$500.00 fee includes one (1) reinspection, however, it does not include any permit fees, should there be any required by the inspection results.
- There will be two (2) inspectors that will inspect the property. The inspectors do not travel together. Persons unable to be present during the inspection may install a lockbox and leave the combination with City Hall. Failure on the applicant's part to be present during a scheduled inspection, or provide the City or the inspector with a key to the property, or a lockbox combination, may be subject to an additional charge of \$50.00 per occurrence.
- Inspectors do not call before going to a property for a scheduled inspection.
- **INSPECTORS MUST HAVE ACCESS TO GARAGE(S).**

I, _____, have read and understand the above.
Print Name of Applicant

Signature of Applicant

Date _____

OFFICE USE ONLY: RECEIVED: _____ BY: _____
(Date) *(Initials)*

DATE OF INSPECTION: _____ RECEIPT #: _____

\$250.00 REGISTRATION FEE PAID - CHECK: CASH: CREDIT CARD:

\$500.00 INSPECTION FEE PAID - CHECK: CASH: CREDIT CARD: