

VACANT PROPERTY REGISTRATION FORM

City of Freeport, Illinois

COMMUNITY DEVELOPMENT DEPARTMENT

City Hall • 314 W Stephenson Street, Ste. 110 • Freeport, IL 61032

Telephone (815) 235-8202 • Fax (815) 599-5819



Dear Property Owner:

Pursuant to City of Freeport Ordinance 2014-39, which created Chapter 1430 (Vacant Property) of the Municipal Code, any building which has been determined to be a "vacant building" must register the building with the City of Freeport. Please complete the form and submit the appropriate registration fee (see page 2) within 15 days of knowledge that the property is vacant or within 15 days of receipt of a "Notice of Vacant Building Determination" status. Any changes to the information contained on this form should be reported to the Community Development Department, City of Freeport.

VACANT PROPERTY INFORMATION

Street address: _____

PIN: _____

Residential: _____

Other: _____

OWNER INFORMATION

Identify the name, address and contact information for the legal owner of the vacant property:

Name: _____

Tel: _____

Address: _____

E-mail: _____

AGENT INFORMATION

Identify the name, address and contact information for the agent who is authorized by the owner to accept notices, citations, service of process and/or who will be responsible for. Fulfillment of property maintenance plan IAW Chapter 1430 (Vacant Property). The agent should be a person at least 21 years of age who maintains a permanent residence in Stephenson County, IL

Name: _____

Tel: _____

Street Address: _____

E-mail: _____

City (in Stephenson County): _____

Authority of agent (e.g. rent, manage, maintenance): _____

VACANT PROPERTY REGISTRATION FORM

LIST ANY PENDING LITIGATION CONCERNING THE BUILDING BELOW (INCLUDING BANKRUPTCY)

NAME, STREET ADDRESS, TELEPHONE NUMBER OF ALL PERSONS WITH LEGAL INTEREST IN PREMISES

FEES

Initial Registration Fees, Residentially Zoned Buildings

If registered within 30 days of the date which the building
has been determined to be a vacant building: \$25.00

If registered after 30 days of which the building has been
determined to be a vacant building: \$50.00

Initial Registration Fees, Buildings Zoned Other Than Residential

If registered within 30 days of the date which the building
has been determined to be a vacant building: \$225.00

If registered after 30 days of which the building has been
determined to be a vacant building: \$275.00

Annual Renewal Fees (due May 1st of each year)

If zoned residential: \$50.00

If zoned other than residential: \$200.00

ACKNOWLEDGEMENT

By affixing his or her signature below, the owner agrees to comply with all rules and requirements outlined in Chapter 1430 (Vacant Property) of the City of Freeport's Municipal Code. Furthermore, by affixing his or her signature below, the owner indicates his or her "acceptance of notice by posting," consenting to service of notices sent or required to be sent, by posting on the building if the owner fails to renew the registration if required, or maintain as current with the Community Development Department the information required regarding the person designated to accept notice and service of process.

Signature of Owner:

Date:

COMMUNITY DEVELOPMENT DEPARTMENT USE ONLY

Application received:

Received by:

Fees Submitted:

Initial registration:

Renewal