



CITY OF BROOKLYN

7619 Memphis Avenue, Brooklyn, OH 44144
Phone 216-351-2133 Fax 216-351-5800

Vacant Property/Building Registration

In accordance with section 1360.33 of the Codified Ordinances of the City of Brooklyn, an owner of a vacant building shall register such structure with the Building Commissioner not later than 90 days after it becomes vacant, or not later than 30 days of being notified by the Building Commissioner of the requirement based on evidence of vacancy.

Property Address: _____

Date of Application: _____ Date of Filing: _____ PPN: _____

Owner Name(s): _____

Address (No P.O. Boxes): _____

City: _____ State: _____ Zip: _____

Phone: _____ Home Cell Work Email: _____

Property Manager/Agent: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Cell Work Email: _____

Alt. Phone: _____ Cell Work

Provide Required Vacant Building Plan: **Detailed plan must be attached with intentions for the structure.**

Must consist of one of the following: (Please circle) Demolition / Vacant and Secured / Return to Use

Fees: Circle current year of vacancy Make check payable to: City of Brooklyn

Residential: \$200-1st yr. / \$400-2nd yr. / \$800-3rd yr. / \$1600-4th yr. / \$3200-5th yr. or later

Commercial: \$400-1st yr. / \$800-2nd yr. / \$1600-3rd yr. / \$3200-4th yr. / \$6400-5th yr. or later

I, _____ hereby request to register the vacant property/building listed above and acknowledge that the information above is complete and accurate. I have read and understand Ordinance Chapter 1360.33 and agree to comply with these requirements.

Applicant Signature: _____ Date: _____