

CITY HALL
106 DORMAN STREET
HARRINGTON, DE 19952



302-398-3530 PHONE
302-398-4477 FAX
HARRINGTON.DELAWARE.GOV

Where Delaware Comes Together

Vacant Building Registration Application

Property Owners Name:

Property Location:

Map/Parcel Number:

Mailing Address:

Contact Phone Number:

Email:

Property Owner Signature:

I am requesting the structure as stated above be considered for the vacant building registration. It is the responsibility of the property owner to notify the City if the status changes or the building is occupied. I understand I am subject to the following:

- Annual Inspection Fee (Chapter 180 Fees)
- Annual Registration Fee (Chapter 180 Fees) (**Residential \$150.00 / year**
Commercial \$500.00 / year)
- Utility Billings for Registered Vacant Buildings (Chapter 399 Payment for Utility Services)
- Water turn on/off, nonemergency fee (Chapter 180 Fees)
- Vacant Building Regulations (Chapter 108 Vacant Buildings)

It is understood that if I do not meet all of the requirements as stated in Chapter 108 Vacant Buildings, I will not be eligible for a vacant building exemption and will be subject to the Yearly Vacant Building Fee as stated in Chapter 180 Fees. The City Code Enforcement Officer will continue to monitor the structure on a monthly basis.

STAFF INPUT ONLY

City Utility Account #

City Tax Account #

Utility Disconnection Date:

by

Inactive Utility Account Date:

by

§ 108-3 **Monitoring, inspection and condition standards.**

[Amended 6-16-2014 by Ord. No. 14-05]

A.

The Code Enforcement Officer shall inspect any premises in the City for the purpose of enforcing and assuring compliance with the provisions of this chapter. Upon request of the Code Enforcement Officer, an owner shall provide access to all interior portions of a vacant building in order to permit a complete inspection.

B.

Once a building/structure/unit or residence (hereinafter referred to as "building") is registered as a vacant building, the vacant building shall be inspected as deemed necessary by the Code Enforcement Officer and charged an inspection fee as stated in Chapter **180**, Municipal Fees, for as long as it is vacant.

C.

The vacant building shall be secured.

D.

The property owner may apply in writing for utility disconnection rates as stated in Chapter **180**, Fees, Municipal and further defined in Chapter **399**, Utility Services, Payment for. All registered vacant buildings must have the water meters read quarterly to ensure services are not being provided.

E.

Any corporation, partnership or artificial entity owning a vacant building shall have a designated member, partner, or employee having charge, care and control of the vacant building. The designated member, partner or employee shall reside in or have an office located within 50 miles of the City limits of the City, or shall be required to have a licensed property manager residing or having an office located within 50 miles of the City limits of the City, or other designated individual who does not manage any other real estate for a fee, and who resides within 50 miles of the City limits of the City, acting as a property manager. The property manager or other designated individuals shall have charge, care and control of the vacant building and shall provide access to the vacant building for inspection, upon request by the Code Enforcement Officer, within 30 days.

F.

Any owner of a vacant building residing more than 50 miles from the City limits of the City shall be required to have a licensed property manager residing or having an office located within 50 miles of the City limits of the City, or a family member or other designated individual who does not manage any other real estate for a fee and who resides within 50 miles of the City limits of the City acting as a property manager. The property manager, including family members and designated individuals, shall have charge, care and control of the vacant building, and shall provide access to the vacant building for inspection upon request by the Code Enforcement Officer, within 30 days.