Warren City Health District
258 East Market St.
Warren, Ohio 44484

VACANT
Property Registration
City of Warren, Ohio Codified Ordance #1338
(A separate registration is required for each property)

☐ NEW ☐ RENEWAL ☐ UPDATE ☐ Residential ☐ Commercial ☐ Industrial

PROPERTY ADDRESS: _____ NUMBER OF UNITS _____
PROPERTY DESCRIPTION: _____ PARCEL # _____

PROPERTY MANAGEMENT COMPANY INFORMATION:
_____
CONTACT NAME: _____ PHONE: _____
CONTACT ADDRESS (NO PO BOX): _____
CITY: _____ STATE: _____ ZIP: _____
24-HOUR CONTACT TELEPHONE, CELLULAR PHONE OR PAGER NUMBER: _____
NAME: _____ PHONE: _____

OWNER/AGENT INFORMATION:
PROPERTY OWNER ☐ OR FORECLOSING INSTITUTION ☐ : _____
CONTACT NAME: _____ PHONE: _____
ADDRESS (NO PO BOX): _____
CITY: _____ STATE: _____ ZIP: _____

VACANT PROPERTY REGISTRY FEE: $200.00 Per Year/Per Structure COMMERCIAL/INDUSTRIAL: $300.00
MAKE CHECKS PAYABLE TO: **Warren City Health District**
Sign and mail this form with payment to:
Warren City Health District 258 East Market Street, Warren, Ohio 44484

IN ACCORDANCE WITH THE City of Warren, Ohio Codified Ordinance 1338 BY SIGNING BELOW YOU:

- CERTIFY that the information provided above is accurate, and AGREE to notify the Code Official of any updates.
- AGREE to pay a fee of $200.at the time of registration/renewal. AGREE that the Property Registration is valid for a period not to exceed one year from the date of initial registration, and AGREE to renew the Property Registration within 30 days of expiration. Once the property is no longer vacant or is sold, you AGREE to provide proof of sale or written notice, or proof of occupancy to the Code Official.
- CERTIFY that the property has been inspected by the Owner/Agent at the time of filing the Property Registration.
- AGREE to maintain a local individual or local property management company responsible for securing and maintaining the property.
- AGREE to post and maintain updated named and 24-hour contact phone number of the local individual or local property management company
- AGREE that the owner, local individual, or local property management company shall inspect and maintain the property on a weekly basis for the duration of the vacancy, in accordance with City of Warren, Ohio PROPERTY MAINTENANCE CODES
- AGREE that once the property is registered it will be inspected by a Code Official.
- AGREE that adherence to this ordinance does not relieve the owner of any applicable obligations set forth in the City ordinances or regulations, Covenant Conditions and Restrictions, and/or Home Owners Association rules and regulations.

_____ _____ _____
APPLICANT SIGNATURE APPLICANT PRINTED NAME DATE

OFFICE USE ONLY Parcel # _____
Date Entered into Database: _____
☐ Payment Rec'd Payment Date: _____ Payment Method: _____ Check # _____
☐ Inspection Date: _____ Inspector: _____