CITY OF FREMONT
FIRE DEPARTMENT

Paul M. Halbeisen
Chief of Fire

1145 West State Street
Fremont, Ohio 43420-3065
419-332-4131
Fax: 419-334-8434

Dean A. Schneider
Assistant Chief

Commercial & Industrial Vacant Building Registration

Registration #						
Property Address:			Parcel ID No.:			
Owner or Owner's Representative	Name:					
	Address:					
	City:	State:	Zip:			
	Phone:					
Lien Holder or Management Company	Name:					
	Address:					
	City:	State:	Zip:			
	Phone:					
Local Agent or Management Company	Name:					
	Address:					
	City:	State:	Zip:			
	Phone:					
Certificate of Liability Insurance (Y/N)			Reason for Vacancy:			
Date Property Became Vacant:			Date of Expected Occupancy:			
Sheriff Sale Date:						
Registration Sub Type:	Vacant Building Registration			Annual Registration Renewal		
	90 Day Pending Registration			Amended Registration		
Property Type:	Commercial	Industrial		Other		

General Information:

The permit fee is due at time of registration.

Vacant building inspections shall be scheduled through the office of Fremont Fire at 419-332-4131.

Applications and fees must be received in person or through U.S. Mail. No faxes or emails will be accepted.

Permit Fee Schedule

Minimum Permit Fee $500

Multiple Year Fee Schedule

2nd Year	$1,000	3rd Year	$2,000
4th Year	$4,000	5th Year	$8,000

Permit Fee Total

$

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Commercial & Industrial Vacant Building Plan

The owner or person in control of the vacant commercial or industrial property shall submit a Vacant Building Plan that shall be approved by the Fire Chief and City Engineer, or his/her designee.

Property Status	☐	Property is to be demolished by: _____ (Date) _____ (Whom)
	☐	Property is being renovated
	☐	Applications for all required permits submitted by (date): _____
	☐	All permits have been issued
	☐	Property is secured against unauthorized entry
	☐	Knox Box entry system is installed
	☐	Vacant building has been identified with a hazard sign

Purpose: The vacant building ordinance and registration is a mechanism to protect neighborhoods from health and safety hazards through the lack of adequate maintenance and security to vacant buildings.

Acknowledgement of Responsibility: It is the joint responsibility of the owner and/or responsible party to ensure information is complete and accurate. Failure to comply is a misdemeanor. The City of Fremont Vacant Building Ordinance requires owner/responsible party to meet all city codes and conditions of the approved plan.

Applicant Name (print): _____

Signature: _____

Date: _____

City Use Only	
☐	Vacant building registration completed
☐	Vacant building inspection completed
Notes:	

City Engineer: _____ Date: _____

Fire Chief: Date: