

VILLAGE OF VOLO
500 SOUTH FISH LAKE ROAD, VOLO, IL 60073
Phone: 847/740-6982

VACANT STRUCTURE REGISTRATION FORM

Dear Property Owner:

Pursuant to Ordinance No. O-11-448 of the Village of Volo, amending Title 4, Chapter 8 of the Village Code, any structure which has been determined to be a "Vacant" as defined in the Ordinance, must be registered with the Village of Volo, 500 South Fish Lake Road, Volo, IL 60073.

Please complete this form, parts 1 and 2, submit \$200 registration fee with application. Application must be submitted within 10 day of knowledge that the property is vacant. Any and all changes to the information provided on this form shall be reported to the Village of Volo within 10 days or faxed to 847/740-6802 :

Vacant Structure Address: _____
Type of Structure:

- | | |
|--|---|
| <input type="checkbox"/> Residential 1 – 2 units | <input type="checkbox"/> Residential 50 units and above |
| <input type="checkbox"/> Residential 3 – 11 units | <input type="checkbox"/> Commercial structures |
| <input type="checkbox"/> Residential 12 – 49 units | |

Owner Information:

Name _____
Company Name _____
Address _____
City _____ ST _____ ZIP _____
Daytime Number _____
Emergency Number _____
Email _____

Other

Name _____
Company Name _____
Address _____
City _____ ST _____ ZIP _____
Daytime Number _____
Emergency Number _____
Email _____

Agent:

Name _____
Company Name _____
Address _____
City _____ ST _____ ZIP _____
Daytime Number _____
Emergency Number _____
Email _____

Vacant Building Liability Insurance Company

Company Name _____
Contact Name _____
Address _____
City _____ ST _____ ZIP _____
Daytime Number _____
Amount of Coverage \$ _____

By affixing my signature to this form, I understand that the Village will not issue a Registration Certificate, required by the Village Ordinance, until the required registration process is complete. I accept service by "Notice of Posting" on the property.

Signature

Date

Printed Name

STATEMENT OF INTENT

1. What is the expected period of vacancy (including the date initial vacancy)?

2. What is the plan for regular maintenance during the vacancy to comply with all of the applicable property maintenance, building and zoning codes of the Village?

3. What is the plan and time line for the lawful occupancy, rehabilitation, removal or demolition of the structure?

4. What are the measures to be taken to ensure that the structure will be kept weather tight and secure from trespassers and that it will be safe for entry by police officers, firefighters and code or building inspectors in time of exigent circumstances or emergency as well as at times of reasonable inspection as provided in Section 4-8-4 of the Village Code?

5. What measures will be taken to assure that the premises remain free from nuisance conditions and in good order in conformance with the vacant structure maintenance standards?

6. List all persons authorized to be present in the structure and, if deemed necessary, provide notices of trespass to the police authorizing the arrest for trespass of individuals not on the list. (The owner shall update the authorized person list as needed.)

No Vacant Structure Registration Certificate shall be effective for more than six months from the date of issuance. Only two six-month renewals at the Village's sole discretion, upon demonstrated need, may be allowed as above.

Signature

Date

Printed Name