

City of St. Marys Fire Department

222 Indiana Avenue, St. Marys, OH 45885 (419) 394-2361 Email: dayers@cityofstmarys.net



VACANT BUILDING PLAN

FOR OFFICE USE	
Registration Number	Date
Vacant Property Address	Parcel Identification Number

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 Director of Public Service and Safety or his/her designee.

PROPERTY STATUS
☐ Demolition – 1343.08 (a)(1)

Property is to be demolished by: _____.

☐ Secured Structure – 1343.08 (a)(2) Property is secured against unauthorized entry
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- ☐ Knox Entry System is installed.
- ☐ Vacant Property has been identified with hazard sign.

☐ Rehabilitation – 1343.08 (a)(3) Property is being rehabilitated
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- ☐ Applications for all required permits will be submitted by: _____.
- ☐ All Permits have been issued.
- ☐ Knox Entry System is installed.

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 St. Marys Vacant Building Ordinance requires the Owner/Responsible Party to meet all city codes and conditions of the approved property plan.

Applicant Name: _____ Signature: _____ Date: _____

CITY USE ONLY	
☐ Vacant Building Registration Completed	☐ Vacant Building Inspection Completed
Notes:	

Director of Public Service and Safety: _____ Date: _____

Fire Chief: _____ Date: _____