

City of NEWPORT VACANT BUILDING REGISTRATION

Newport City Hall ♦ 596 7th Avenue ♦ Newport ♦ Minnesota ♦ 55055 ♦ Telephone 651-459-5677 ♦ Fax 651-459-9883

Application Date: _____ New Registration: _____ Renewal: _____ New Owner: _____

Property Owner Information

Name: _____ Telephone: _____

Mailing Address: _____ E-mail: _____

City/State/Zip: _____

Applicant Information

Name: _____ Telephone: _____

Mailing Address: _____ E-mail: _____

City/State/Zip: _____

Attach information for all other owners on a separate sheet of paper.

List all known Lien Holders/Other Parties with an Ownership Interest

Name: _____ Personal Phone: _____

Business Name: _____ Business Phone: _____

Mailing Address: _____ E-mail: _____

City/State/Zip: _____

Name: _____ Personal Phone: _____

Business Name: _____ Business Phone: _____

Mailing Address: _____ E-mail: _____

City/State/Zip: _____

Attach information for all other owners on a separate sheet of paper.

Property Information

Property Address: _____ Property Identification Number: _____

Date of Vacancy: _____ Property Type: Residential Commercial Industrial

Describe Current Property Conditions: _____

Expected Time of Vacancy: _____

Plan for Occupancy / Compliance / Demolition (Circle One)

Estimated Timeline for Necessary Actions and Corrections: _____

Describe Any Conditions That Need Correction: (Attach a separate piece of paper if necessary)

Brief Description of Proposed Plan: (Attach a separate piece of paper if necessary)

Include copies of all relevant plans for review by the City of Newport including plans for future care and upkeep.

Exemption

This property is exempt from registration for the following: (Please check all that apply)

- Valid Rental License with the City of Newport and is actively marketed “for rent” (must show proof)
- Property is actively marketed “for sale” (must show proof)
- Property owner possesses a valid Building Permit with the City of Newport for remodeling or constructing a new dwelling on the property

Registration Fees

The registration fees for vacant properties in the City of Newport are as follows:

- Residential Property - \$1,000 per property first calendar year, \$2,000 each subsequent calendar year the property remains vacant.
- Commercial Property - \$1,500 per property first calendar year, \$3,000 each subsequent calendar year the property remains vacant.

Registration fees shall be paid no longer than ninety (90) days after the building becomes vacant. Subsequent annual registration fees shall be due on the anniversary date of initial vacancy.

Applicant Affidavit

I hereby attest to the truth and accuracy of the information contained in this application.

Applicant/Agent Printed Name: _____ Signature: _____

For City Use Only:

Payment made: _____ Receipt # _____ Check # _____ or Cash _____

Application Checked and Approved By: _____ Date Approved: _____