



Community & Economic Development
 300 East Nine Mile Road
 Ferndale MI 48220
 248.546.2366
 www.ferndalemi.gov

6/27/2024

APPLICATION FOR VACANT STRUCTURE VSR# _____

PLEASE PRINT LEGIBLY AND FILL OUT COMPLETELY; INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Ordinance 1293 requires that owners of vacant structures (residential, commercial or industrial) in the City of Ferndale register their vacant property every six months. Ordinance 1293 mandates an in-person inspection by Community and Economic Development (CED) and the Fire Department. Following approval, Ordinance 1293 stipulates required monthly exterior inspections by CED. Registrations expire every six months. A new registration fee and in-person inspection are required for each subsequent registration. Failure to return your fully completed application and schedule an inspection by the compliance date will result in the inspection fee being assessed to the property's tax rolls and issuance of a municipal civil infraction ticket.

RESIDENTIAL
 COMMERCIAL/INDUSTRIAL
 MIXED USE

Property Address	Sidwell	E-Mail	
Owner's Full Name	Date of Birth	Driver's License # or Michigan ID# or If Corporate, Tax ID#	(State)
Owner's Address	City	State	Zip
Home Phone	Work Phone	Cell Phone	
Manager or Legal Agent	Work Phone	Home Phone	
Address	City	State	Zip

LIST OF OWNER'S PROPERTIES WITHIN THE CITY OF FERNDALE OFFERED FOR RENT / LEASE (Attach separate list, if necessary)

Address _____	Address _____
Address _____	Address _____

Fee Schedule: _____ \$600 Per 6 Month License Cycle

I hereby apply for an Application for Vacant Structure under Ordinance 1293, and do certify that the above information is correct and true and that I am the LEGAL OWNER or LEGAL MANAGER / AGENT (i.e. power of attorney) of the premises at the above location.

Applicant's Signature _____ (Owner Manager)

For Office Use Only

<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Application:</td> <td style="width: 10%; text-align: center;">Sent</td> <td style="width: 10%; text-align: center;">Due</td> <td style="width: 20%; text-align: center;">Received</td> </tr> <tr> <td>Initial Inspection:</td> <td style="text-align: center;">Date</td> <td></td> <td style="text-align: center;">Time</td> </tr> <tr> <td>Reschedule:</td> <td style="text-align: center;">Date</td> <td></td> <td style="text-align: center;">Time</td> </tr> <tr> <td>\$75 Fee Req'd?</td> <td style="text-align: center;">Y / N</td> <td style="text-align: center;">Due</td> <td style="text-align: center;">Received</td> </tr> <tr> <td>Vios Due:</td> <td style="text-align: center;">Sent</td> <td style="text-align: center;">Due</td> <td></td> </tr> <tr> <td>Notice of Violation</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Sent _____</td> <td style="text-align: center;">Due</td> <td>_____</td> <td></td> </tr> <tr> <td>Sent _____</td> <td style="text-align: center;">Due</td> <td>_____</td> <td></td> </tr> <tr> <td>Sent _____</td> <td style="text-align: center;">Due</td> <td>_____</td> <td></td> </tr> </table>	Application:	Sent	Due	Received	Initial Inspection:	Date		Time	Reschedule:	Date		Time	\$75 Fee Req'd?	Y / N	Due	Received	Vios Due:	Sent	Due		Notice of Violation				Sent _____	Due	_____		Sent _____	Due	_____		Sent _____	Due	_____		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Final Inspection:</td> <td style="width: 20%; text-align: center;">Date</td> <td style="width: 30%; text-align: center;">Time</td> </tr> <tr> <td>Reschedule:</td> <td style="text-align: center;">Date</td> <td style="text-align: center;">Time</td> </tr> <tr> <td>\$75 Fee Req'd: Y / N</td> <td style="text-align: center;">Due: _____</td> <td style="text-align: center;">Recv'd: _____</td> </tr> <tr> <td>Approved:</td> <td colspan="2">_____</td> </tr> <tr> <td>Date:</td> <td colspan="2">_____</td> </tr> <tr> <td>Ticket #</td> <td colspan="2">Issued</td> </tr> <tr> <td>1st _____</td> <td colspan="2">_____</td> </tr> <tr> <td>2nd _____</td> <td colspan="2">_____</td> </tr> <tr> <td>3rd _____</td> <td colspan="2">_____</td> </tr> </table>	Final Inspection:	Date	Time	Reschedule:	Date	Time	\$75 Fee Req'd: Y / N	Due: _____	Recv'd: _____	Approved:	_____		Date:	_____		Ticket #	Issued		1st _____	_____		2nd _____	_____		3rd _____	_____	
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