

## **Vacant Building Registration and Inspection Program**

The City of Bay City is faced with increasing volumes of vacant structures including residential, commercial and industrial throughout the community. These vacant structures are too often not properly attended to or maintained, resulting in blight and perceived disinvestment that is enormously harmful to the city.



As we proceed to implement the housing improvement strategy, a key element within our blight enforcement program is to closely monitor vacant structures which are inherently more likely than occupied properties to become blight and in the process ensure that they are maintained in a manner that does not detract from their surrounding neighborhoods. The new vacant building registration and inspection program will require owners of properties vacant for ninety (90) days or more to register those properties with the City's building code enforcement division. A vacant building, including the surrounding real property, required to be registered shall be subject to additional exterior inspection based on the 2012 International Property Maintenance Code. Owners will be required to pay an initial registration fee and quarterly fees to the City as long as the property remains vacant as follows:

| Fee             | Description  |
|-----------------|--|
| <b>\$25.00</b>  | First-time registration of any vacant structure                  |
| <b>None</b>     | Quarterly charge – residential owner occupancy rescission waiver |
| <b>\$75.00</b>  | Quarterly charge - residential housing unit                      |
| <b>\$105.00</b> | Quarterly charge – commercial unit                               |
| <b>\$105.00</b> | Quarterly charge – industrial unit                               |

### **Frequently Asked Questions:**

***If I am actively trying to sell my home, will I have to register my property with the vacant building registration and inspection program?***

Any building that is vacant for more than ninety (90) days will need to register; however, if a person is actively trying to sell their home, the registration form will need to be completed but no fee will be required with the initial registration. If the property is still for sale and vacant for more than one (1) year after initial registration, the property will then be billed the quarterly charge.

***I go to Florida over the winter. Will I have to register my property with the vacant building registration and inspection program?***

No. The intent of this ordinance is not penalize property owners that choose to relocate during the winter months.

***I'm currently doing renovations. Will I have to register my property with the vacant building registration and inspection program?***

Yes. An application will need to be submitted but no registration fee required at this time. Once verified, six (6) months will be allotted to complete the renovation, if not completed, an additional six (6) month extension is allowed. If after twelve (12) months the renovation has not been completed, the initial registration fee will be incurred as well as the first quarterly charge.

***Once a property is registered, how often will it be inspected?***

In order to ensure that the vacant properties are safe, secured and well maintained all vacant properties, including the surrounding real property, shall be subject to an exterior inspection from April 1<sup>st</sup> through October 31<sup>st</sup>. Please note that a property may be inspected by one or more of the following bases:

- By registration.
- By area, such as an entire block, neighborhood or historic district such that all vacant properties in a predetermined area will be inspected simultaneously.
- By complaint.
- By recurrent violations.
- Due to a building becoming, unsafe, dangerous or hazardous.

***How can the CDC's help with this program?***

If you identify a vacant building (residential, commercial, or industrial), please feel free to report it to the Community Development Department at (989) 894-8175 or by email at [crispian@baycitymi.org](mailto:crispian@baycitymi.org) and staff can verify that it is recorded into the vacant building database and registered.