

City of Mentor-on-the-Lake

**VACANT BUILDING APPLICATION and MONTHLY
INSPECTION REPORT**

(Pursuant to Chapter 1466 of the City's Codified Ordinances)

Address No. and Street name of Vacant Building

Print Owner, Lessee, or party in control of Vacant Building

Owner, etc., address and phone number

INITIAL CONTROL DATE OF VACATE BUILDING

MONTHLY INSPECTION DATE

**THE FOLLOWING ITEMS HAVE BEEN MAINTAINED AND INSPECTED
FOR COMPLIANCE:** (Place initials next to item to show compliance)

- 1. Grass and weeds shall be kept at a maximum height of 6 inches. Shrubbery must be kept trimmed and neat and kept from encroaching on or touching the building.
- 2. All building exteriors shall have adequate weather protection, including paint, siding, and/or similar finishes in good condition.
- 3. All buildings and grounds must be secured against trespassers and rodents. This includes maintaining all exterior doors, windows and yard fencing in a good and secured condition. No boards, plywood or similar means or materials may be used to secure windows and doors. Doors, and/or windows that are deemed insecure shall be secured by their replacement with similar, new doors or window units equipped with locking hardware.
- 4. Roofs on all buildings shall be in good, weather tight condition with no leakage.
- 5. Any accumulated trash or debris must be removed from the property immediately.

- _____ 6. Graffiti, tagging or similar markings must be immediately removed or painted over with an exterior grade paint that matches the exterior color of the structure.
- _____ 7. Pools and spas shall be drained and kept dry. Properties with pools and spas must comply with the minimum security fencing requirements of the City.
- _____ 8. Adherence to this section does not relieve the owner of agent in control of the property of any obligations set forth in any covenants, conditions, restrictions, homeowners' association rules and regulations and/or codified ordinances or building codes which may apply to the property.

List any exceptions to the above and plan for remedy:

EXEMPTIONS:

Waiver exempting compliance with the provisions of this Chapter can be obtained As set forth below as long as the property is kept in safe, secure, and habitable Condition in the owner's absence:

- _____ 1. Fire damaged buildings: as long as cleanup, repair or demolition is initiated within 90 days from the date of the fire and completed within 120 if demolished and 180 days otherwise.
- _____ 2. Extended vacationers or temporary change in living arrangements: A resident on an extended vacation or in an alternative temporary living arrangement, with the intention of re-occupying the property.
- _____ 3. A former owner-occupant who has moved and is actively attempting to sell his/her vacant home.
- _____ 4. Estate of a deceased Mentor-on-the-Lake homeowner which is actively attempting to sell the vacant home.

Narrative for the above Exemption sought:

SALE OR TRANSFER OF PROPERTY:

Prior to the transfer of the deed, a POINT OF SALE INSPECTION shall be made by the Zoning Inspector pursuant to Chapter 1464 of the City's Codified Ordinances.

NOTICE OF VIOLATION:

Failure to comply with the above requirements of Chapter 1466 will result in a NOTICE OF VIOLATION to be issued by the Zoning Inspector stating the items to be corrected. Failure to correct the violations listed by the Zoning Inspector in a timely matter may result in the issuance of a citation, a misdemeanor of the fourth degree and be fined not more than \$250, or imprisoned not more than 30 days or both.

Signature of Owner, lessee or party in control of Vacant Building

Date

Return to: City of Mentor-on-the-Lake
Zoning Department
5860 Andrews Rd.
Mentor-on-the-Lake, OH 44060

-or-

Email to: Servicedir@citymol.org