

City of Weston Application for Vacant Building and Vacant Property Registration Form

Date of Application: _____

Applicant ID No: _____ (For City Use)

Property Information:

Address of Vacant Structure/Property:

Parcel Number of Vacant Structure/Property: _____

Owner Name

Owner Address/Phone Number/Email Address

1. _____

2. _____

If properties are owned by a corporation, trust, partnership, association, etc. then provide the following information:

Names of Officers/Directors

Addresses of Officers/Directors

1. _____

2. _____

3. _____

4. _____

5. _____

if applicable, include copy of most recent annual franchise tax report filed with secretary of state.

If the property has NO owners with an address within the state of WV, please provide the following:

Person/Entity who resides in this state and is authorized to accept service of process on behalf of the owners and/or who can be notified in the event of an emergency that affects the property.

Name: _____

Address: _____

Phone Number: _____

Email: _____

For City Use:

Do any of the above properties require an inspection to identify public safety issues, occupancy, or vacancy? Y or N

Was the owner notified of such inspection? Y or N

How was the owner notified? _____

Did the owner consent to the inspection? Y or N

Did the City obtain an administrative search warrant from a court of competent jurisdiction? Y or N

Did the City ultimately inspect the building after obtaining an administrative search warrant? Y or N

Date of Inspection: _____ Inspectors: _____

Any Corrective Orders Issued After Inspection? Y or N

What Orders Were Issued?

Date of Registration Completed/Invoiced: _____

Amount of Fee Paid: _____ Date of Payment: _____

Vacant Structure Fee Schedule as of 6/30/22

Residential

Year 1: \$150/Quarter
 Year 2: \$300/Quarter
 Year 3: \$600/Quarter
 Year 4: \$1200/Quarter
 Year 5: \$2400/Quarter
 Year 6 or longer: \$4000/Quarter

Commercial/Industrial

Year 1: \$250/Quarter
 Year 2: \$500/Quarter
 Year 3: \$1000/Quarter
 Year 4: \$2000/Quarter
 Year 5: \$4000/Quarter
 Year 6 or longer: \$7000/Quarter