

# VACANT BUILDING REGISTRATION PERMIT APPLICATION

**\*Vacant building property owners must provide their actual residential address. Not just a post office box number. If the owner's official residence is not in Maine, nor does the owner reside in Maine, there MUST be a designated person listed as the Local Property Manager and Emergency Contact.**

## 1. Identification

Building Address: \_\_\_\_\_  
MAP \_\_\_\_\_ LOT \_\_\_\_\_

Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Military Service: \_\_\_Active \_\_\_Inactive \_\_\_N/A

Physical Address/City/State/Zip: \_\_\_\_\_

### Property Manager:

Address/City/State/Zip: \_\_\_\_\_

PHONE: \_\_\_\_\_ (Work/Cell) \_\_\_\_\_ (Email) \_\_\_\_\_

**Emergency (LOCAL) Contact Person:** \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Phone (Home): \_\_\_\_\_ (Work/cell): \_\_\_\_\_ (Email) \_\_\_\_\_

**Bank/Lender/Lien Holder:** \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Phone: (Home): \_\_\_\_\_ (Work/Cell) \_\_\_\_\_ (Email) \_\_\_\_\_

## II. Main Use of Building (i.e., Single family home, office, residential, parking, restaurant, etc.)

Most recent use: \_\_\_\_\_ No. of dwelling units: \_\_\_\_\_

Proposed use: \_\_\_\_\_ No. of dwelling units: \_\_\_\_\_

### Statement of Intent

Date of Vacancy \_\_\_\_\_

Approximate end date of  
Vacancy \_\_\_\_\_

· Plan & timeline for lawful occupancy, rehabilitation, removal or demolition (*attach additional sheets if needed*):

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Authorized **Persons** - Please. list all persons authorized to be present on the premises below and on the attached Trespass Notice. In addition, please sign the attached Trespass Notice, authorizing the arrest for trespass of individuals not on the list (attach additional sheets if necessary):

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\*Note: Completion and submission of the attached notice of trespass form is required.

### **I. Fee:**

#### **PLEASE TAKE NOTICE AS OUR FEE'S HAVE CHANGED**

**\$500.00 Initial 6 Months ----- This fee doubles for each renewal of said permit, for each six month Period the building continues as vacant regardless of the ownership status or issuance of a new permit (i.e., change of ownership), up to a maximum of \$4,000.00 per six-month renewal.**

**First 6 months -- \$500.00    Second 6 months -- \$1,000.00    Third 6 months -- \$1,500.00  
Fourth 6 months--\$2,000.00    Fifth 6 months -- \$2,500.00    Sixth 6 months -- \$3,000.00  
Seventh 6 months -- \$3,500.00    Eighth 6 months -- \$4,000.00 and will be \$4,000.00  
every 6 months thereafter.**

### **II. Demolition**

The city requires you to have secured all the required state and local-permits to demolish the building or structure. Demolition must occur within 90 days of securing the permits; this waiver is void and the full permit fee is owed if the demolition does not occur within this time.

Please provide a copy of each demolition permit or provide the following information: the permitting authority. (i.e. building), permit number, date issued, expiration date, and all conditions for each demolition permit you have secured.

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**III. Applicant Signature**

Please sign the certification below:

I/We _____, do hereby swear and certify that the information provided in this application is true and accurate to the best of my knowledge. .	
_____ Owner/Agent Signature	_____ Date

**Request for Trespass Notice  
And List of Authorized Property Users  
For Vacant Building Property**

PROPERTY: \_\_\_\_\_

OWNER(S): \_\_\_\_\_

AUTHORIZED USERS:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

I request the Bangor Police Department to serve a Notice Against Trespass and make arrest as necessary for any person not on the above list for the subject property.

Issued by (Owner or Agent Duly Authorized):

\_\_\_\_\_  
Owner/Agent Printed Name

\_\_\_\_\_  
Owner/Agent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

**Owner/Agent:** Please submit this form to the City of Bangor Code Enforcement Office. This form will be delivered to the Bangor Police Department upon receipt. A copy will be kept on file in the Code Enforcement Office.