



VACANT PROPERTY REGISTRATION

ALL INFORMATION ON THIS APPLICATION MUST BE COMPLETED

1) New Registration ___ Registration Renewal ___ Subsequent Owner ___ (PLEASE PRINT)

2) PROPERTY DESCRIPTION

Property Address: _____

Property Identification Number: _____

Property Type: Single Family Dwelling ___ Duplex ___ Unimproved ___ Other ___

Describe Current Property Conditions: _____

3) OWNER INFORMATION

Name: _____ Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Numbers: Business _____ Evening _____

Cell _____ Emergency _____ Fax _____

Email _____

****Attach information for all other owners on a separate sheet****

4) LIST ALL KNOWN LIEN HOLDERS/ OTHER PARTIES WITH AN OWNERSHIP INTEREST

Lien Holder 1

Name: _____ Business Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone Numbers: Business _____ Evening _____

Cell _____ Emergency _____ Fax _____

****Attach information for all other lien holders on a separate sheet****

5) EXPECTED TIME PERIOD OF VACANCY _____

6) PLAN FOR OCCUPANCY / COMPLIANCE / DEMOLITION

Proposed Action Type: Re-Occupancy _____ Compliance _____ Demolition _____

Estimated Timeline For Necessary Actions & Corrections: _____

Describe Any Conditions That Need Correction: _____

Brief Description of Proposed Plan: _____

7) REGISTRATION FEES

The registration fees for vacant properties in the City of Hopkins are as follows:

Single property not within five hundred feet of another Vacant Property with same Owner - \$500.00 per property first calendar year, \$1000.00 each subsequent calendar year the properties remain vacant.

Two or more Vacant Properties with same Owner located within five hundred feet of each other - \$1,000.00 per property first calendar year, \$2,500.00 each subsequent calendar year the properties remain vacant.

8. EXEMPTION FROM REGISTRATION FEES

This property is exempt from registration fees for the following: (check all that apply)

- Valid Rental License Per Hopkins Ordinance Section 407 and is actively marketed "for rent" (must show proof)
 - Property is actively marketed as "for sale" (must show proof)
 - Valid (Re) Development Agreement with City of Hopkins HRA
 - Registration Fee For Current Calendar Year Paid By Previous Owner
 - Plan to Re-occupy Within 180 days (execute attached Affidavit)
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You are being asked for this information pursuant to Hopkins Ordinance 455.03, for the purposes of complying with the Vacant Property registration requirements of Section 455. If you own "Vacant Property," as that term is defined under Hopkins Ordinance 455.01, then you are required to provide required registration information and failure to do so is a misdemeanor, may result in a request for injunctive relief, and may result in increased registration fees under Hopkins Ordinance 455.13. The City intends to maintain this information as "security information," as that term is defined by the Minnesota Government Data Practices Act, and will attempt to limit its dissemination. However, the City will comply with all mandatory data practices or litigation requests.

Applicant:

I hereby attest to the truth and accuracy of the information contained in this application.

Signature of Owner / Agent _____ Date: _____

Print Name: _____

For City Use Only	Date Received _____
Application checked and approved by: _____	Date Approved _____