

City of Tombstone

VACANT BUILDING REGISTRATION FORM

Date: _____

Address of Property: _____

Disposition of this building (please check one):

_____ I plan to rehabilitate this structure commencing: _____

_____ I plan to demolish (wreck and remove) this building by: _____

_____ I am willing to transfer title for this building and property to the City

_____ This building is vacant as result of fire damage. The fire occurred on _____

I, as the property owner, want to claim registration and fee exemption status for ninety (90) days from the date of the fire. I intend to repair and reoccupy the building.

_____ Other: _____

Persons who will be responsible for compliance with the ordinance:

NAME ADDRESS PHONE NUMBER

Persons, leinholders, mortgagees, morgagors and other interested parties known to me:

NAME ADDRESS PHONE NUMBER

<p>_____</p> <p>Please Print Your Name</p>	<p>Please complete and return this form with your check made payable to the "City of Tombstone" to:</p> <p>City Clerk, PO Box 339 Tombstone, AZ 85638</p> <p>Thank you for your cooperation. First Year of Registration - \$200.00 Second Year of Registration - \$500.00 Third and Subsequent Years - \$1000.00</p>
<p>_____</p> <p>Signature Date of Birth</p>	
<p>_____</p> <p>Address</p>	
<p>_____</p> <p>City State Zip</p>	
<p>_____</p> <p>Telephone Number</p>	

City of Tombstone Vacant Buildings

Requirements, Regulations and Information

The Common Council of the City of Tombstone has adopted an ordinance regulating vacant and unoccupied structures.

You must register this building with the Building Inspector/Zoning Officer if the building is unoccupied and:

1. Unsecured, or
2. Secured by other than normal means, or
3. A dangerous structure, or
4. Condemned, or
5. Has multiple housing or Building Code violations, or
6. Is condemned and illegally occupied, or
7. Is unoccupied for a period of time longer than one year, or
8. Is within the Schieffelin Historic District and unoccupied for more than ninety (90) days.

Registration Requirements:

1. Submit the enclosed Vacant Building Registration Form within thirty (30) days, describing plans for rehabilitating and reoccupying or demolishing the building..
2. Disclose all pertinent ownership information.
3. Disclose all pertinent lienholders.
4. Disclose any current Truth-in Sale of Housing Disclosure Reports.
5. Pay the annual Vacant Building Registration fee within thirty (30) days of receiving this letter.
6. Provide unencumbered access to all portions of the premises of the buildings to permit the Enforcement Officer to make a complete inspection.

NOTE: If the building is vacant due to fire, you have ninety (90) days to pay the Vacant Building fee, provided you submit the enclosed Vacant Building Registration Form within thirty (30) days informing us of your plans for the building.