



Community Development Department
66 Mentor Avenue ♦ Painesville, Ohio 44077
♦ (440) 392-5931

VACANT PROPERTY/BUILDING REQUEST FOR AN EXEMPTION FORM

All vacant properties/buildings must register with the City of Painesville Community Development Department in accordance with the Vacant Building Registration Ordinance – Section 1377 of the Painesville Codified Ordinance. An exemption can only be granted by the Community Development Department upon receiving a **COMPLETED** exemption form. Requests for an exemption must be received within 15 calendar days of receiving notification to register. Below please identify, for each property, the exemptions that you are requesting. You are required to provide all supporting documentation to support your request for an exemption (e.g., a copy of lease if it is not vacant, listing agreement with a State of Ohio licensed real estate broker/firm if it is on the market for sale).

You will be notified within 15 days whether or not your exemption has been granted. If it is not approved, you will be required to register within 30 days of notification. For more information on the Vacant Property/Building Registration Program, please go to the City of Painesville website at www.painesville.com , and then go to the City Departments and Community Development and Building Division.

- The building is under active construction/renovation and has a valid building permit(s).** The applicant understands that, at the time of initial inspection, they will be exempt from registration until the expiration of the longest running, currently active building permit. Documentation required.
- The building suffered fire damage or damage caused by extreme weather conditions.** The applicant understands that they will be exempt from the registration requirement for a period of ninety (90) days after the date of the fire or extreme weather event. The applicant further understands that they must provide a written request for exemption to include: 1) the names and addresses of the owner or owners, 2) contact information for their insurance company, and 3) a statement of intent to repair and reoccupy the building in an expedient manner, or the intent to demolish the building. If the applicant intends to repair or demolish the structure, a plan must be submitted in accordance with Section 1377.03 (C)(1) or (3) of the Painesville Codified Ordinances.
- The building is for sale and is listed with a licensed State of Ohio realtor.** The applicant understands that the property identified will be exempted for a period of twelve (12) months from the start of vacancy. Documentation required.
- Any owner of a vacant building may request an exemption for other reasons (i.e., actively marketing as a rental) from the provisions of this Chapter 1377 by filing a written application with the Director of the Community Development Department.** The applicant understands that the Director shall consider the following: 1) the applicant's prior record as it pertains to the City Housing Code, Building Code, or Property Maintenance Code violations; 2) the amount of vacant property the applicant currently has within the City; and 3) the length of time that the building for which the exemption is sought has been vacant. Documentation required.

