



**Township of Montclair Fire Department
Division of Code Enforcement, Housing
and Property Maintenance**
205 Claremont Avenue, Montclair, NJ 07042
Office: (973) 509-5703, Fax: (973) 509-9589
CodeEnf@montclairnjusa.org

VACANT PROPERTY FEE ABEYANCE REGISTRATION FORM

INSTRUCTIONS

- **PLEASE COMPLETE THIS FORM FOR EACH VACANT PROPERTY.**
- **VACANT PROPERTY REGISTRATION AND RENEWALS SHALL BE MADE IN ACCORDANCE WITH TOWNSHIP ORDINANCE §249.**
- **VACANT PROPERTY FEE ABEYANCE IS ONLY GRANTED UPON APPROVAL.**

Township of Montclair Ordinance §249-2

- E. Any Owner of vacant property who intends to restore the property to occupancy following the initial registration shall file a detailed plan for restoration of the property to habitable condition on a form issued by the Code Enforcement together with an amended registration statement.
- During the restoration period, the Owner shall be exempt for a period of twelve months from payment of the vacant property registration fee(s) as long as the property is being actively restored but shall comply with all other laws, regulations and municipal ordinances. Exception will terminate if the restoration activity ceases.
 - In the event the property has not been approved for occupancy at the end of the twelve-month period, the owner shall be liable for any fees waived. The Fire Chief or his designee may extend the waiver of the registration fee for not more than one additional twelve-month period in response to a written request, prior to the expiration of the initial twelve-month period, by the property owner where the Fire Chief or his designee finds compelling conditions existed outside the owner's control which inhibited the owner from restoring the property within the initial twelve-month period.

SECTION 1: ADDRESS OF VACANT PROPERTY/BUILDING

Street Address: _____

Block: _____ Lot: _____

SECTION 4: CERTIFICATION

I, _____ on behalf of _____ hereby request to register the vacant property/building listed above and acknowledge that the information above is complete and accurate. In accordance with Chapter 249 of the Montclair Code, I agree to notify any future owner of this vacant building registration. I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment.

Applicant's Name (Printed)

Date

Applicant's Signature

State of _____

County of _____

On this the ____ day of _____, _____, before me, _____, the undersigned personally appeared _____, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand.

Notary Public

My commission expires:

SECTION 5: APPROVAL

APPROVED BY (PRINTED NAME):

DATE OF ABEYANCE: _____

ABEYANCE EXPIRATION DATE: _____