

TOWN OF GARNER

Boarded Up Structure Permit Application

\*\* = These fields must be completed to continue

STEP 1: Boarded Up Property Information

Number\*\* Unit Dir. Street Name\*\* Type Dir.

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City State Zip Code\*\*

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Parcel ID\*\* How long will this structure be boarded up?\*\*\*

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Reminder: A structure can be boarded up for up to six (6) months.

STEP 2: Owner Information

Owner 1 Information

First\*\* MI Last\*\* Suffix

--	--	--	--

Business Name

--

Address (1)\*\*

--

Address (2)

--

City\*\* State\*\* Zip Code\*\*

--	--	--

Phone\*\* Fax

--	--

Email

--

Owner 2 Information

First MI Last Suffix

--	--	--	--

Business Name

--

Address (1)

--

Address (2)

--

City State Zip Code

--	--	--

Phone Fax

--	--

Email

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STEP 3: Responsible Person Information

Who does the Town of Garner contact regarding this boarded up structure?\*\*\*

- Property Owner(s)
- Responsible Person

If you check "Responsible Person" above, you must provide the name/business name and contact information for the person or business that will serve as the contact for this boarded up structure.

Responsible Person Information

First MI Last Suffix

--	--	--	--

Business Name

--

Address (1)

--

Address (2)

--

City State Zip Code

--	--	--

Phone Fax

--	--

Email

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**STEP 4: Lien Holder Information**

Lien Holder 1 Information			
First	MI	Last	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Business Name</b>			
<input type="text"/>			
<b>Address (1)</b>			
<input type="text"/>			
<b>Address (2)</b>			
<input type="text"/>			
<b>City</b>	<b>State Zip Code</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Phone</b>	<b>Fax</b>		
<input type="text"/>	<input type="text"/>		
<b>Email</b>			
<input type="text"/>			

Lien Holder 2 Information			
First	MI	Last	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>Business Name</b>			
<input type="text"/>			
<b>Address (1)</b>			
<input type="text"/>			
<b>Address (2)</b>			
<input type="text"/>			
<b>City</b>	<b>State Zip Code</b>		
<input type="text"/>	<input type="text"/>	<input type="text"/>	
<b>Phone</b>	<b>Fax</b>		
<input type="text"/>	<input type="text"/>		
<b>Email</b>			
<input type="text"/>			

**STEP 5: Maintenance Plan\*\***

Your vacant property must be kept in compliance with the Town's Code of Ordinance regardless of its occupancy status. You must provide a plan for regular maintenance while the structure is boarded, such as the control of weeds or tall grass, graffiti removal if necessary, or the clearing of trash and debris. The building must also remain secure while unoccupied.

**STEP 6: Future Plan\*\***

Describe your plan and timeline for lawful occupancy, rehabilitation and/or demolition

**STEP 7: Sign, Date and Submit**

Signature: Type your name here \*\*

Today's Date \*\*