



4 N. Second Street, Denton, Md. 21629

OFFICIAL USE ONLY		
LICENSE #:	_____	
ISSUE DATE#:	_____	
EXPIRATION DATE:	_____	
RENEWAL:	YES	NEW

(410) 479-3625 phone (410) 479-3534 fax www.dentonmaryland.com (web)

UNSAFE, ABANDONED, AND VACANT PROPERTIES REGISTRATION APPLICATION

This license application must be completed in entirety. By signing this document you as the applicant agree that you have read the instructions and application and agree to the conditions set within.

APPLICANT INFORMATION

Applicant (Individual, firm, corporation): _____

Mailing Address _____

Daytime Phone Number _____ Evening Phone Number _____

Email Address _____

BUILDING INFORMATION

Building Address _____

Building Name _____

Date building became vacant _____

Property Owner _____

Please list any others responsible for property or legal management; include phone numbers and mailing address below

Unsafe, Abandoned, Vacant Building Registration Plan

Please check one of the following boxes-Reference important information on Page 2 of this document.

SELL

DEMOLISH

QUALIFIED WAIVER

REHABILITATE

OWNER OCCUPANCY

QUALIFIED EXEMPTION

OTHER (Explanation) _____

AUTHORIZATION

I HEREBY CERTIFY, under penalties of perjury, that the information contained in this application is true and correct to the best of my knowledge, information, and belief.

Authorized Signature _____ Date _____

UNSAFE, ABANDONED, AND VACANT PROPERTIES REGISTRATION APPLICATION

Instructions

This registration is required for all properties determined to be unsafe, abandoned, and vacant as defined by Denton Town Code Chapters 29 & 94, and Ordinance Number 681.

Authority

Denton Town Code Chapters 29 & 94, Denton Property Maintenance Code, and Ordinance Number 681.

Steps in the application process

1. The applicant obtains an application either at the Town of Denton or on the Town website.
2. The applicant and their employees submit a completed and original application. Incomplete applications will be returned to the applicant.
3. The appropriate fee must be submitted with the application. The initial fee is \$300.00 for the first year. The following fees are for the subsequent years: Year #2- \$600.00, Year #3- \$1200.00, Year #4- \$3000.00

Important information for Unsafe, Abandoned, Vacant Building Registration Plan

1. **SELL** If the subject property has been sold or contracted for sale, you are required to provide the closing date, seller's agent and company, or the agent's phone and fax number.
2. **DEMOLISH** If the intent is to demolish the property, or you have received an order by the Town to demolish the property, you are required to submit the date of the demolition and provide the following:
 - Obtain all permits, pay any fees and fines associated with the property. Contact Denton Planning and Codes at (410) 479-3625.
 - Submit a letter of credit or post a performance bond, valid for 90-days, to be issued in favor of the Town of Denton, to guarantee the work.
 - Submit a Water Sewer Verification application to the Caroline County Department of Environmental Health and pay any associated fees, provide copy and proof to the Town of the approved application. Contact (410) 479-8049 for additional information.
 - For work where the disturbance is greater than 5,000 sqft. contact Caroline Soil Conservation at (410) 479-1202.
3. **REHABILITATE** If the intent is to rehabilitate the property you are required to submit the date of the proposed work and provide the following:
 - Obtain all permits, pay any fees and fines associated with the property. Contact Denton Planning and Codes at (410) 479-3625.
 - For work where the disturbance is greater than 5,000 sqft. contact Caroline Soil Conservation at (410) 479-1202.
4. **OWNER OCCUPANCY** If the intent is to occupy the property by the property owner you may be required to obtain an inspection and correct any violations. You may also be required to obtain a building permit and pay any associated fees. Contact Denton Planning and Codes at (410) 479-3625.

UNSAFE, ABANDONED, AND VACANT PROPERTIES REGISTRATION APPLICATION

Instructions - Continued

This registration is required for all properties determined to be unsafe, abandoned, and vacant as defined by Denton Town Code Chapters 29 & 94, and Ordinance Number 681.

Important information for Unsafe, Abandoned, Vacant Building Registration Plan

5. QUALIFIED WAIVERS - See notes from Denton Code below.

§ 29-8.3 Exceptions and waivers.

Properties shall be exempt from the provisions of this code, provided that the owner satisfactorily demonstrates one or more of the following:

- A. An active listing agreement for sale to the general public or pending foreclosure proceedings in the Circuit Court for Caroline County, provided that the property is secured and otherwise maintained in accordance with the provisions of the Denton Town Code; or
- B. A written return to service plan that includes a reasonable timeline and evidence of sufficient funding for rehabilitation as approved by the official; or
- C. A written demolition plan that includes a contract for safe demolition and removal of debris and rubble as approved by the official; or
- D. Transfer of property to a nonprofit, such as Habitat for Humanity or other similar organization, for rehabilitation or demolition.

Enforcement and Penalties