



**Jackson Township
Code Compliance Division
95 W. Veterans Highway
Jackson, NJ 08527**

VACANT PROPERTY REGISTRATION

Vacant property address _____ **Blk.** _____ **Lot** _____

Owner(s) full name (PRINT) _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____

Email address : _____

Lienholder in Possession: Name: _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell :** _____

Email Address: _____

Authorized Agent: Name: _____

Street Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____

Email address : _____

Date property became vacant : _____

Acknowledgement of Responsibility : The undersigned owner/agent: 1) avows and acknowledges that the information herein is complete and accurate; 2) assumes responsibility for maintaining and securing subject building in conformity with Jackson Township Codes and 3)acknowledges the responsibility to notify the Township in writing within 30 days of any changes to information contained in this registration form.

Owner/Agent _____ **Signature:** _____ **Date:** _____

Fee: \$ *500* -

Cash _____ **Check** _____ **Credit Card** _____ **Amount Paid** _____ **Staff** _____ **Date** _____

FEE MUST ACCOMPANY APPLICATION

Make checks payable to : Jackson Township
Mail to: Jackson Township Code Enforcement
95 W. Veterans Highway
Jackson, NJ 08527

VACANT PROPERTY MAINTENANCE PLAN

- 1) The owner or owner's agent shall perform regular monthly inspections of the property to assure compliance with the requirements of this section.
- 2) All doors, windows and openings shall be secured
- 3) Weeds shall be removed from landscape beds, the perimeters of buildings, along fence lines and in parking lot joints and cracks.
- 4) Grass height shall be maintained no higher than 10 inches and trimmings removed from the property.
- 5) Exterior of property shall be kept free of junk & debris, including, but not limited to, newspapers, flyers, circulars, furniture, appliances, containers, equipment, auto parts, garbage, clothing, inoperable vehicles, boats, campers or any other items that give the appearance the property is vacant.
- 6) Building appurtenances must be securely attached so as not to cause blighting condition, including, but not limited to, gutters, downspouts, shutters, railings, guards, steps, awnings, canopies, signs, light fixtures and fire escapes.
- 7) Property fencing and retaining walls shall be maintained and structurally sound. Any fence or wall with broken or hanging components shall be repaired, straightened or removed.
- 8) Pools, spas and ponds shall be drained and kept dry or kept in working order so that the water remains free and clear of pollutants and debris. Pools and spas must comply with the barrier requirements of the adopted Building Code.
- 9) The property shall be free of graffiti or similar markings by removal or painting over with a color that matches the exterior of the structure.

I certify that the above Vacant Property Maintenance Plan will be adhered to and that I am required to notify the Code Enforcement Office of any changes.

Signature of owner/agent

Date