



CITY OF FAIRMONT – 100 Downtown Plaza – Fairmont, MN 56031  
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## Vacant Building Property Plan

All vacant and unoccupied buildings within the City of Fairmont must be registered with the city within 120 days of becoming vacant. (City Code Chapter 28, Ordinance 2021-04) A property plan must be filed with the City within 30 days after the vacant building is registered. If a building remains vacant for a period of 365 consecutive days or more, and the city has not approved an alternative schedule in a property plan, the city may declare the building to be a nuisance and direct the owner to demolish the building and restore the grounds.

Address of Property Being Registered: \_\_\_\_\_

Tax Parcel ID #: \_\_\_\_\_

Type of Property:  Commercial       Industrial       Residential

Date of registration: \_\_\_\_\_  
Date building became vacant: \_\_\_\_\_

Expected duration of vacancy: \_\_\_\_\_  
Date property plan filed: \_\_\_\_\_

### Plan Submitted By:

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### 1. Plan for property.

Sell  
Listing Date: \_\_\_\_\_ Agency: \_\_\_\_\_

Rent  
Listing Date: \_\_\_\_\_ Agency: \_\_\_\_\_  
Rental Registration, if necessary: \_\_\_\_\_

Renovate  
Start date of renovation: \_\_\_\_\_ Permits received: \_\_\_\_\_

Demolish  
Demolition permit #: \_\_\_\_\_ To be removed by (date): \_\_\_\_\_

**2. Please describe the plan of action to secure, monitor, and maintain the building and premises thereof in accordance with all City Codes and Ordinances.**

**3. Please describe the plan to remedy any public nuisances, outstanding citations, or violation notices on the property.**

**4. Do you have a floor plan or layout?  Yes  No (If yes, attach a copy to the property plan.)**