

**TOWN & VILLAGE OF LUDLOW, VERMONT**  
**VACANT BUILDING PERMIT APPLICATION**

Town & Village of Ludlow Enforcement Office PO Box 359 Ludlow, VT 05149 Phone: 802-228-2841
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Date \_\_\_\_\_

**Instructions: Please complete in ink. The completed application must be signed and submitted to the Ludlow Municipal Office within in 10 days of receipt.**

**1. Identification**

Vacant Property Address: \_\_\_\_\_

Owner & Co-Owner: \_\_\_\_\_

Owner Street Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Phone (home) & Phone (cell) \_\_\_\_\_

**2. Main use of building (i.e. single-family home, office, residential, parking, restaurant, etc.)**

Most Recent Use: \_\_\_\_\_

Proposed Use: \_\_\_\_\_

# of Dwellings: \_\_\_\_\_

**3. Statement of Intent**

- I plan to rehabilitate this structure
- I plan to demolish (wreck and remove) this building
- This building is vacant as a result of fire damage.

Date of Vacancy (required): \_\_\_\_\_

Expected Period of vacancy (required): From \_\_\_\_\_(mm/yy) to \_\_\_\_\_(mm/yy)

In the space below, please indicate your intentions for the property. This statement must include details of all plans; for example, plans for lawful occupancy, rehabilitation, removal/demolition, or sale of property (attach additional sheets if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Timetable for accomplishing plan (please be as detailed as possible and attach additional sheets if necessary):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**4. Protection of Building**

Please refer to Article 6 & 7 of the Vacant & Dangerous Building Ordinance for information on the obligations and safety and maintenance standards.

Disclose in detail all measures you will take to ensure that the building will comply with the Town & Village of Ludlow's vacant buildings standards throughout the period of vacancy (attach additional sheets if necessary):

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Disclose in detail all measures you will take to make the building safe for entry by Police and Fire in times of emergency (attach additional sheets if necessary):

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Please list all persons authorized to be present on the premises below:

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**5. FEE**

Please attach \$100.00 fee with application.

**6. Applicant Signature**

Please sign the certification below:

<p>I/We _____, do hereby swear and certify that the information provided in this application is true and accurate to the best of my knowledge.</p>	
<p>_____</p> <p>Owner/Agent Signature</p>	<p>_____</p> <p>Date</p>

<i>For Office Use Only:</i>	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	<p style="text-align: center;">_____</p> <p style="text-align: center;">Municipal Manager</p>
<p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>	<p style="text-align: center;">_____</p> <p style="text-align: center;">Date</p>
<p>Application Received: _____</p>	<p>Fee Paid: _____</p>