

Vacant Building Property Owner Responsibilities

- All vacant buildings shall be registered with the City of Laurens within 120 days of becoming vacant (see registration exemption list as listed in the ordinance).
- If a property owner has more than one vacant building, then they will need to register every building (see the City of Laurens website or city hall for additional forms)
- Registration is valid for 12 months and must be renewed annually from the date the building became vacant. The owner is responsible for reregistering the property and paying the annual registration and inspection fee (fee exemption list as listed in the ordinance).
- It shall be the duty of every Owner or Responsible agent to keep and maintain all Vacant Buildings in compliance with all applicable Codes and provisions of all applicable State laws and regulations, and subject to and pursuant to such applicable Codes, State laws, and regulations, to keep such property in a good and safe condition.
- No Registration or License shall be issued to any Unit owned by a person residing more than forty-five (45) miles outside of the City center unless there is provided to the Department the name, mailing address, and telephone number of a designated Responsible Agent residing or working within forty-five (45) miles of the City's center and authorized to accept service of process on behalf of the Owner of said Unit(s).
- After registration and inspections are complete, the property owner will submit a vacant building plan containing the owner's plan to make the building ready for occupancy and addresses any code violations found during the inspection.
- **If there is a change in responsible agent**, the Absentee Owner shall be required to notify the Department within thirty (30) days of any change in Responsible Agent even if the owner is now the main point of contact.
- **If there is a change in owner**, registration shall be revoked upon failure to apply for its transfer within sixty (60) days of the date of sale or other transfer of ownership of the Unit.