

**VACANT BUILDING REGISTRATION
CITY OF SOUTH CHARLESTON, WV**

Date of current registration Date of initial registration

Vacant Building Address

Owner's Name and Mailing Address

Tax District Tax Map Parcel ID

- Building is commercial with total floor area under roof greater than 20,000 square feet. Base fee is doubled.
- Building is blighted structure and/or condemned as unsuitable for occupancy. Base fee is doubled.
- Vacant building is secured by other than normal means. Base Fee is doubled.
- Owner has building permit for Vacant Building Rehabilitation plan. Vacant Building fee is reduced by one half.
- Owner has agreed for City to demolish structure.
- Owner desires to maintain the building as vacant.

Vacant Building Annual Fee

Time Period Vacant	Base Fee	If Blighted, Secured By Other Than Normal Means, Commercial Greater Than 20,000 sf
Initial Registration	\$500	\$1000
Vacant 1 Year After Initial Registration To 3 Years	\$1000	\$2000
Vacant 3 Year After Initial Registration To 5 Years	\$2000	\$4000
Vacant 5 Years After Initial Registration And Longer	\$5000	\$10,000

**Total fee due and payable within 30 days of registration date. Fee payable to \$
City of South Charleston**

Owner's Signature

Date

**Return to: Attention: City Treasurer
City Of South Charleston
238 4th Ave.
South Charleston, WV 25303**