



# Vacant Building Registration Statement

City of Milwaukee

## Department of Neighborhood Services



Please complete one application for each vacant building on the taxkey.

VAC-23-00671

For details on this code see Milwaukee Code of Ordinances 200-51.7. Non-exempt owners have 30 days from the date the building becomes vacant to file this form. The cost to register is FREE for the initial filing and the 6-month period. If after six months the building continues to remain vacant, a follow-up inspection will be made and if vacant, a fee will be charged. Each subsequent 6-month period of vacancy will trigger an inspection and fee. Owner is responsible for all exterior and interior as well as lot maintenance. Failure to properly maintain the vacant building could result in increased renewal fees.

Building Address 4527 -4529 W Medford Ave, Milwaukee, WI 53216

Taxkey n/a Building Name (If any) \_\_\_\_\_

Date Building went vacant 9 / 4 / 23

Date Building Ownership Transferred to this owner if in the past year N/A / /

Date Water Utility Disconnection N/A / / Date Power Utility Disconnection N/A / /

Brief Description of Future Plans for Building The property will remain secure and maintained until sold

Security Measures in Place The property will remain secure and maintained until sold

### Owner Contact Information:

Owner's Name US Bank National Association Jami Amador

Doing Business As (If applicable) N/A

Mailing Address 4801 Frederica Street City Owensboro State KY Zip 42301

Home Phone 1.800.365.7772 Day /Work Phone n/a Cell Phone n/a

E-mail Address (optional) VacantPropertyRegistration@usbank.com Date of Birth for "Person Owners" \_\_\_\_-\_\_\_\_-\_\_\_\_

### Property Manager or Agent information

(If the same as the owner above check this box  and go to next section.)

Complete this section to provide the most readily available means to contact a responsible party regarding this property. Person to provide access to interior of building and/or units for inspection. This person must also reside in one of the following counties; Milwaukee, Ozaukee, Kenosha, Racine, Walworth, Washington and Waukesha.

Manager or Agent's Name Safeguard Properties Company Name Safeguard Properties

Mailing Address 7887 Safeguard Circle (HUB PKWY) City Valley View State OH Zip 44125

Home Phone (216) 739-2900 Day /Work Phone (216) 739-2900 Cell Phone (216) 739-2900

E-mail Address (optional) cardssupport@safeguardproperties.com

### AFFIDAVIT

I hereby certify that I have the authority to make the foregoing application and that the application, to the best of my knowledge, is complete and correct.

Signature of Owner or Authorized Agent *Omadrid* Date Signed 9 / 11 / 23

Printed Name of Person Signing Omadrid

Cell Number \_\_\_\_\_ Work Number \_\_\_\_\_

Send this form to: City of Milwaukee-DNS, 4001 S. 6th St., Milwaukee, WI 53221.  
For help regarding the completion of this form call DNS at (414) 286-8824  
or visit us on the web at: [www.city.milwaukee.gov/dns](http://www.city.milwaukee.gov/dns)

DNS USE ONLY: Date Application Received 9 / 14 / 23

Type of Construction: \_\_\_\_\_ DNS-18A\_VBR\_APPV3 TNW 10/23/13

VAC-23-00671  
4527-4529 W Medford Ave



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E-mail Address (optional) cardssupport@safeguardproperties.com

### AFFIDAVIT

I hereby certify that I have the authority to make the foregoing application and that the application, to the best of my knowledge, is complete and correct.

Brianna Alston  
Signature of Owner or Authorized Agent

3 / 6 / 2024  
Date Signed

Brianna Alston  
Printed Name of Person Signing

Cell Number \_\_\_\_\_ Work Number \_\_\_\_\_

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DNS USE ONLY: Date Application Received 3 / 14 / 24

Type of Construction: \_\_\_\_\_ DNS-18A\_VBR\_APPV3 TNW 10/23/13

VAC-23-00671  
4527  
W  
MEDFORD AVE

## Building Exterior Standards

The exterior of the building shall be enclosed, secured and maintained to meet the following:

- Foundations, basements, cellars and crawlspace shall be maintained in sound and watertight condition adequate to support the building and protected against the entry of rodents or other animals.
  - Exterior walls shall be free of holes, breaks, loose or rotting boards or timbers, and any other conditions which might admit rain or dampness to the interior portions of the walls or the interior spaces and shall be protected against the entry of rodents or other animals.
  - Exterior windows and doors shall be maintained in sound condition and good repair and prevent rain from entering the building, or the opening shall be secured in accordance with Chapter 275-32-7 MCO. The windows and doors shall be equipped with hardware for locking and the locking mechanism shall be maintained in properly functioning condition. All points of possible entry and exit shall be secured to prevent unauthorized entry.
  - The roof shall be adequately supported and maintained in weathertight condition; the gutters, downspouts, scuppers and appropriate flashing shall be in good repair and adequate to remove the water from the building.
  - Chimneys and flues shall be kept in sound, functional, weathertight condition and in good repair.
  - Every outside stair or step shall be maintained in sound condition and in good repair; every porch, stoop, deck, veranda, balcony and walk shall be maintained in sound condition for its purpose.
- ## Interior Maintenance Standards
- The interior of any building shall be maintained in accordance with the following:
- It is prohibited to accumulate or permit the accumulation of junk, trash, debris, boxes, lumber, scrap metal or any other materials that may produce any health, fire or safety hazard, or provide harborage for rodents or other animals.

- Every foundation, roof, floor, wall, stair, ceiling or other structural support shall be safe and capable of supporting the loads associated with normal usage and shall be kept in sound condition and repair.
- Any plumbing fixtures shall be maintained with no leaking pipes and all pipes for water shall be completely drained or heated to resist being frozen.
- Every exit door shall be secured with an internal deadbolt lock, or with a locking mechanism deemed equivalent or better by the department, and every exit door shall be capable of being opened from the inside easily and without the use of a key or special knowledge.
- Interior stairs shall have treads and risers that have uniform dimensions, are sound, securely fastened and have no rotting, loose or deteriorating supports.
- Every owner shall be responsible for the extermination of insects, rodents and other vermin in or about the premises.

## Renovation Exemption Request

An owner may submit a written exemption request due to an active renovation to the Commissioner. The decision of the commissioner shall be made in writing, and may approve an exemption of any provisions of this section, including the requirement for inspections and fees, provided the spirit and functional intent of the section will be observed and the public health, welfare and safety will be assured.

All plans submitted for approval must include:

- Address of the property in which an exemption is requested.
- Name and address of the premise owner.
- Name and Address of the person or contractor completing the work.
- Detailed description of the renovation or rehabilitation.
- Projected cost of the renovation or rehabilitation.
- Time frame for completion of the renovation or rehabilitation.

## Modifications – Can I Suggest an Alternate Plan?

Upon written application by an owner or an owner's agent, the commissioner may approve a modification of any provision of this section, including the requirement for inspections and fees, provided the spirit and functional intent of the section will be observed and the public health, welfare and safety will be assured. The decision of the commissioner concerning a modification shall be made in writing and the application for a modification shall be made in writing and the application for a modification and the decision of the commissioner concerning such modification shall be retained in the permanent records of the department.

## Other DNS Programs Building Owners Should be aware of

All non-owner occupied property in Milwaukee must be registered with the Property Recording Program. The owner's contact information or their agent, must be on file within 15 days of the sale or transfer of the property's title. For information call Property Recording at 414-286-8369.

Do you own residential rental property? You may be required to register the ownership if in certain parts of the City. Call 414-286-8824 to inquire about the Residential Rental Inspection program.

If selling a property or transferring a property, you may be required to obtain a Certificate of Code Compliance. Call the Code Compliance section at 414-286-3838.

Make your buildings talk to you! Register them for free on E-notify at [www.city.milwaukee.gov](http://www.city.milwaukee.gov). E-mails will be sent to you any time code related matters involve your property. Be the first to know when something happens

DNS Residential Enforcement 286-8824  
DNS Commercial Enforcement 286-3874

*provided by the*

Department of

Neighborhood Services

841 N. Broadway Run 104

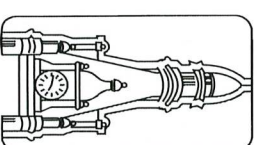
Milwaukee WI 53202

(414) 286-2268



MILWAUKEE

# VACANT BUILDING REGISTRATION ORDINANCE



City  
of  
Milwaukee  
Department  
of  
Neighborhood  
Services