

For Office Use Only:

Received by \_\_\_\_\_

Received date \_\_\_\_\_



**City of Hillsdale**  
**97 North Broad Street, Hillsdale, Michigan 49242**  
**(517) 437-6455 or Fax: (517) 437-6448**

**Code Enforcement Extension Request Form**

Date \_\_\_\_\_

Property Address \_\_\_\_\_

Property Owner Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ Last \_\_\_\_\_ City \_\_\_\_\_ First \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Preferred method of contact \_\_\_\_\_

\_\_\_\_\_ Vacant \_\_\_\_\_ Owner-Occupied \_\_\_\_\_ Other (please include explanation)

Explanation: \_\_\_\_\_

Name of contractor \_\_\_\_\_

Attach building blueprints and timeline or complete the following:

DESCRIPTION OF SPECIFIC REPAIRS/IMPROVEMENTS	PROJECTED BEGIN DATE	PROJECTED END DATE

**OVER**

DESCRIPTION OF SPECIFIC REPAIRS/IMPROVEMENTS	PROJECTED BEGIN DATE	PROJECTED END DATE

Please include detailed list of work completed in the last six months:  
(May include specific steps taken to secure financing)

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**Financing:**

Have you secured funds to do repairs?    YES            NO

**Would you like information on service agencies that may be able to help?    YES        NO**

**If property is not owner occupied, work must be done by a licensed contractor. Work to correct electrical, plumbing, mechanical and structural deficiencies may require permits pulled by licensed contractors from the Hillsdale County Inspection Department. Please call (517) 437-4130 with any questions regarding trade permit or building code requirements.**

Signature \_\_\_\_\_

Please Print Name \_\_\_\_\_

If not owner, please provide written authorization.

**Thank you for helping keep Hillsdale beautiful!**

<b>OFFICE USE ONLY:</b>	
Date approved _____	Approved by _____
Approved deadline date _____	