

Vacant and Abandoned Property Registration Requirements

Maintenance Requirements Section 19.87.050

Responsible persons (beneficiaries/trustees) will inspect their property and remove all weeds, dry brush, dead vegetation, trash, junk, debris, building materials, furniture, clothing, large and small appliances, or printed material and shall take any other action necessary to prevent giving the appearance that the property is abandoned, including but not limited to the following:

- A.** The property shall be kept free of graffiti, tagging or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.
- B.** Visible front and side yards shall be landscaped and maintained in accordance with city requirements and neighborhood standards
- C.** Permitted landscaping includes, but is not limited to, grass, ground cover, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation.
- D.** Permitted landscaping does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, indoor-outdoor carpet or any similar material.
- E.** Required maintenance includes but is not limited to regular watering, irrigation, cutting, pruning and mowing of required landscape and removal of all trimmings.
- F.** Pools and spas shall be kept in working orders so that water remains clear and free of pollutants and debris or drained and kept dry. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the State of California

Security Requirements Section 19.87.060

Additionally, responsible person (beneficiaries/trustees) will secure their registered in a manner to prevent access by unauthorized persons. Doors, windows and gates will be closed and locked. In the case of broken windows, doors or gates, securing means the replacement or boarding of the window, door or gate.

- A.** If any responsible person is a corporation and/or out-of area beneficiary/trustee/owner, a local property manager will be hired to perform weekly inspections to verify that the requirements of this chapter, and any other applicable laws, are being met.
- B.** The registered property will be posted with the name and 24-hours contact phone number of the local property manager. The posting shall be no less than 18inches by 24inches and shall be of a front that is legible from a distance of 45 feet and shall contain along with the name and 24-hour contact number the words “**THIS PROPERTY MANAGED BY**” and “**TO**

REPORT PROBLEMS OR CONCERNS CALL". This posting shall be placed on the interior of a window facing the street to the front of the property so it is visible from the street or, if no such areas exists, on a stake of sufficient size to support the posting in a location that is visible from the street to the front of the property but not readily accessible to vandals. Exterior posting must be constructed of and printed with weather resistant materials.

- C. The registered property will be inspected on a weekly basis to determine if the property is in compliance with the requirements of the ordinance.

Additional Authority Section 19.87.070

In addition to the enforcement, remedies established in Chapters 1.16, 1.20, 7.06, and 7.08. and 16.12 of the Perris Municipal Code, the Department of Development Services Director, or his or her designee, shall have the authority to require the responsible person for any property affected by this section to implement additional maintenance and/or security measures including, but not limited to, increasing on-site inspection frequency, employment of an on-site security guard, disconnecting utilities and removing the meter boxes, or other measures as may be reasonably required to arrest the decline of the property and prevent unauthorized entry.



**CITY OF PERRIS
DEPARTMENT OF DEVELOPMENT SERVICES**

REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY

Please fill out the information requested below and deliver to the City of Perris Department of Development Services, 135 North "D" Street, Perris, CA 92570. Registration fee is \$130.00.

<u>PROPERTY INFORMATION</u>	
Registered Residence Address:	
Parcel Number:	Notice of Default Recordation No <i>(Please attach copy to this form)</i> OR Deed of Trust OR Deed in Lieu of Foreclosure/Sale
Utility Services (Circle On or Off)	Electricity: On Off Water: On Off Gas: On Off
<u>LENDER/BANK (REQUIRED)</u>	
Lender/Bank Name:	
Mailing Address:	
Agent of Contact:	Number:
<u>REALTY OFFICE/LISTING AGENT (REQUIRED)</u>	
Office Name:	
Mailing Address:	
Agent of Contact:	Contact Number:
<u>PROPERTY MANAGER</u>	
Company Name:	
Mailing Address:	
Agent of Contact:	24 Hour Phone#:

This registration shall be valid for one year starting from registration date. In addition, a private inspection by the lender, Real Estate Office or Property Management Company is **required**. The inspection must be indicated below to verify compliance. In addition, an inspection from a City of Perris building inspector is required.

Yes No Inspection Completed Per Ordinance 1250

Submitted By:

_____ **Print Name**

_____ **Signature**

_____ **Date**

To indicate that you have read and understand the features of ordinance 1250, please initial next to each requirement.

_____ The property shall be kept free of graffiti, tagging or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior of the structure.

_____ Visible front and side yards shall be landscaped and maintained in accordance with city requirements and neighborhood standards

_____ Permitted landscaping includes, but is not limited to, grass, ground cover, bushes, shrubs, hedges or similar plantings, decorative rock or bark or artificial turf/sod designed specifically for residential installation.

_____ Permitted landscaping does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, indoor-outdoor carpet or any similar material.

_____ Required maintenance includes but is not limited to regular watering, irrigation, cutting, pruning and mowing of required landscape and removal of all trimmings.

_____ Pools and spas shall be kept in working orders so that water remains clear and free of pollutants and debris or drained and kept dry. In either case properties with pools and/or spas must comply with the minimum security fencing requirements of the State of California

_____ If any responsible person is a corporation and/or out-of area beneficiary/trustee/owner, a local property manager will be hired to perform weekly inspections to verify that the requirements of this chapter, and any other applicable laws, are being met.

_____ The registered property will be posted with the name and 24-hours contact phone number of the local property manager. The posting shall be no less than 18inches by 24inches and shall be of a front that is legible from a distance of 45 feet and shall contain along with the name and 24-hour contact number the words “THIS PROPERTY MANAGED BY” and “TO

_____ The registered property will be inspected by the beneficiary (Bank Rep.) on a weekly basis to determine if the property is in compliance with the requirements of the ordinance.

FOR OFFICE USE ONLY

PERMIT NO.	COMMUNITY PRESERVATION CASE No.	INSPECTOR'S NAME
PROPERTY CONTACT:		