

TOWNSHIP OF PLUMSTED

Abandoned and Foreclosed Property Registration: Requirements

§ 1A-38 Maintenance Requirements (Ord. #2013-13 § 2)

The property shall be kept free of weeds, overgrown brush, dead vegetation, trash, junk, debris, building materials, accumulation of newspapers, circulars, flyers, notices, except those required by federal, state, or local law, discarded personal items including, but not limited to, furniture, clothing, large and small appliances, or any other items that give the appearance that the property is abandoned or not being properly maintained.

The property shall be maintained free of graffiti or similar markings by removal or painting over with an exterior grade paint that matches the color of the exterior structure. Yards shall be landscaped and maintained pursuant to the standards set forth in the code. Landscaping shall include, but not limited to, grass, ground artificial turf/sod designed specifically for residential, commercial or industrial installation, as applicable. Landscaping shall not include weeds, gravel, broken concrete, asphalt or similar material.

Maintenance shall include, but not be limited to, watering, irrigation, cutting and mowing of required landscape and removal of all trimmings and weeds.

Pools and spas shall be kept in working order so that the pool and spa water remains free and clear of pollutants and debris. Pools and spas shall comply with the enclosure requirements of the Township of Plumsted codes and the State of New Jersey Building Code.

Failure of the mortgagee and/or property owner of record to properly maintain the property is a violation of the code of ordinances of the Township of Plumsted and may result in the issuance of a citation by the Code Enforcement Officer. Pursuant to ensure compliance with its ordinance and place a lien/s on the property and assign it as provided herein.

§ 1A-39 Security Requirements (Ord. #2013-13 § 2)

Properties shall be maintained in a secure manner so as not to be accessible to unauthorized persons.

A “secure manner” shall include, but not be limited to, the closure and locking of windows, doors, gates and other openings of such size that may allow a child or adult to access the interior of the property and/or structure. Broken windows shall be secured by reglazing or boarding.

If a mortgage on the property is in default on the property and has become vacant or abandoned, a local property manager shall be designated by the mortgage to perform the work necessary to bring the property in compliance with the code of ordinances and the local property manager must perform weekly inspections to verify compliance with the requirements of this section, and any other applicable laws or ordinances of the Township of Plumsted.

When the property becomes vacant or abandoned, it shall be posted with the name and 24-hour contact telephone number of the property manager.

The posting shall be no less than 18” x 24”, and shall be of a font that is legible from a distance of 45’. The posting shall contain the following language:

THIS PROPERTY IS MANAGED BY (NAME OF LOCAL PROPERTY MANAGER). TO REPORT PROBLEMS OR CONCERNS, CALL (TELEPHONE NUMBER OF LOCAL PROPERTY MANAGER).

The posting shall include the name, address, and telephone number of the creditor or an out of state creditor's in-state representative or agent for the purpose of receiving service of process.

INSPECTION AND REPORTING

The local property manager shall inspect the property on a bi-weekly basis to ensure that the property is in compliance. A copy of the inspection reports shall be submitted to my office.

Failure of the mortgagee and/or property owner of record to properly inspect and secure the property, and post and maintain the signage noted, is a violation by the Code Enforcement Officer.

ADDITIONAL AUTHORITY

In addition to the enforcement remedies established in Plumsted Township Ordinance Chapter 1A, the Code Enforcement, Plumsted Township Police or other designee, or other authorized representative shall have the authority to require the responsible persons 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 (Plumsted Township Ordinance, Chapter 1A-40).

Please initial next to each requirement to indicate that you have read and understand the features of Plumsted Township Ordinance Chapter 1A.

_____ 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. (1A-38(b))

_____ 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. (1A-38 (b))

_____ Permitted landscaping does not include weeds, gravel, broken concrete, asphalt, decomposed granite, plastic sheeting, indoor/outdoor carpet or any similar material. (1A-38 (b))

_____ Required maintenance includes but is not limited to regular watering, irrigation, cutting, pruning and mowing of required landscape and removal of all trimmings. (1A-38 (c))

_____ 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 New Jersey. (1A-38 (d))

_____ The closure and locking of windows, doors, gates and other openings of such size that may allow a child or adult to access the interior of the property and/or structure. Broken windows shall be secured by reglazing or boarding.

_____ A local property manager will be hired to perform weekly/bi-weekly inspections to verify that the requirements of this chapter, and any other applicable laws, are being met. (1A-39 (c) & 1A 39 (f))

_____ The registered property will be posted with the name and 24-hour contact phone number of the local property manager. The posting shall be no less than 18 inches by 24 inches and shall be of a font 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”**. (1A-39 (d))

This registration shall be valid for one year from date of registration. In conjunction with this registration, a private inspection by the bank/lender or property management company is required. The inspection to verify compliance must be indicated below. An inspection by the Township of Plumsted Code Enforcement Officer will also be conducted to verify compliance.

Inspection Completed Per Plumsted Township Ordinance Chapter 1A: Yes _____ No _____

Please complete this form and mail along with a check payable to the **"Township of Plumsted"** and mail to attn.: Cynthia N. MacReynolds; Township of Plumsted, 121 Evergreen Road, New Egypt, NJ, 08533.

§ 1A. Registration Fees for Abandoned Properties and Mortgaged Foreclosed Properties.

- A. Registration Fee - \$500.00 per property annually (including if a property is sold or otherwise transferred to new owner and remains abandoned or as mortgage foreclosed property because a summons and complaint in action was filed by the creditor).**
- B. There shall be an additional \$2,000 per property annually if the property is vacant or abandoned pursuant to the definition of the Township of Plumsted Ordinance 1A-34 when the summons and complaint in an action to foreclosed is filed, or becomes vacant and abandoned at any time thereafter while the property is in foreclosure.**

By my signature below, I certify that I am the mortgagor, mortgagee, owner, trustee or responsible party of the aforementioned property and that the above information is true and correct to the best of my knowledge. I agree to promptly advise the Township of Plumsted Code Enforcement Officer should any information change from that which was originally submitted on this form. I understand that erroneous, misleading or false information as well as any willful misstatement of material fact may be grounds for fines, liens, and/or enforcement penalties placed on the property.

(Signature)

(Date)

TOWNSHIP OF PLUMSTED
ABANDONED AND/OR FORECLOSED PROPERTY REGISTRATION FORM

Please fill out the information requested below and deliver to the Township of Plumsted:

Attn: Cyndi MacReynolds, 121 Evergreen Road, New Egypt, NJ 08533.

Submitted By: Print Name: _____ Date: _____

<u>PROPERTY INFORMATION</u>		
Registered Address:		
Parcel Number:	Notice of Default Recordation No. (Please attach copy to this form) OR Deed of Trust OR Deed in Lieu of Foreclosure/Sale	
Verify the Status of the Following Utility Services: (Please Circle)		
Electricity: On Off	Water: On Off	Gas: On Off
<u>LENDER/BANK</u>		
Lender/Bank Name:		
Mailing Address:		
Agent of Contact:	Contact Phone #:	
Email Address:		
<u>PROPERTY MANAGER</u>		
Company Name:		
Mailing Address:		
Agent of Contact:	24 Hour Contact Phone #:	
Email Address:		
<u>LOCAL PROPERTY MANAGER</u>		
Company Name:		
Mailing Address:		
Agent of Contact:	Contact Phone #:	
Email Address:		