



**DEPARTMENT OF DEVELOPMENT SERVICES  
CODE ENFORCEMENT DIVISION  
10601 N. Magnolia Avenue, Bldg. 4, Santee, CA 92071  
Telephone: 619/258-4100, Ext. 206**

**REGISTRATION FORM FOR ABANDONED RESIDENTIAL PROPERTY**

Please fill out this form and deliver or mail this form with the registration fee to the address listed above.

DATE: \_\_\_\_\_

**REGISTERED RESIDENCE:**

Address: \_\_\_\_\_

Assessor Parcel Number: \_\_\_\_\_

Notice of Default Recordation # (please attach a copy to this form) \_\_\_\_\_

Owner, Beneficiary or Trustee: \_\_\_\_\_

Contact: \_\_\_\_\_ Contact Phone: \_\_\_\_\_

Address: \_\_\_\_\_

**ANNUAL REGISTRATION FEE: \$250.00 (EFFECTIVE JULY 1, 2016)**

Please check one:

New Registration \_\_\_\_\_ Renewal Registration \_\_\_\_\_

An annual registration fee shall accompany this registration form. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due January 1<sup>st</sup> of each year and must be received no later than January 31<sup>st</sup> of the year due. Registration fees will not be prorated (SMC 15.29.041).

Initiated by (print name): \_\_\_\_\_

Signature: \_\_\_\_\_

Company Name and Address: \_\_\_\_\_

\_\_\_\_\_

## **The City of Santee Municipal Code, Chapter 15.29, ABANDONED RESIDENTIAL PROPERTY REGISTRATION:**

It is the purpose and intent of the Santee City Council, through the adoption of this Chapter, to establish an abandoned residential property registration program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned residential properties.

The Director of Development Services or his or her designee/s shall have the authority to require the beneficiary/trustee/owner and/or owner of record of any registered abandoned residential property to implement additional maintenance and/or security measures including but not limited to: securing any/all door, window or other openings, installing additional security lighting, increasing on-site inspection frequency, employment of an on-site security guard or other measures as may be reasonably required to arrest the decline of the property and prevent the maintenance of an attractive nuisance. In addition, nothing in this Chapter shall prevent the application of provisions of the Santee Municipal Code (SMC 15.29040), including but not limited to chapters 8.48 and 8.60, for the abatement of nuisances by the City at the expense of the owner, trustee, or beneficiary.

**Violations may be enforced in any combination as allowed in SMD Chapters 1.01, 1.08 and 1.149 (SMC.15.29.080 AND 15.29.100).**

### **Owner Responsibility under SMC 15.29:**

Within ten (10) days of the purchase and/or transfer of a loan/deed of trust secured by residential property the beneficiary/trustee shall record, with the San Diego County Recorders Office, an Assignment of Rents (SMC 15.29.030).

If the property is vacant or abandoned, the beneficiary/trustee shall register the property with the City using this form within ten (10) days of transfer, vacancy or subsequent vacancy. ***The registration fee shall accompany the registration form.*** The beneficiary or trustee shall register an abandoned residential property annually for so long as the property continues to be abandoned. Report to the City any change of address and change of contact information within ten (10) days of said change (SMC 15.29.040).

Maintain the property including buildings, trash and debris, fire hazards, graffiti, weed abatement, pools and spas (SMC 15.29.050).

Secure the property and post the property's manager's name and 24-hour contact phone number (SMC 15.29.070).

Required Property Inspections (SMC 15.29.070).

The City of Santee Municipal Code may be downloaded at [www.cityofsanteeca.gov](http://www.cityofsanteeca.gov). For additional information, please contact 619/258-4100, ext. 206.