

**BOROUGH OF PENNINGTON**

**30 NORTH MAIN STREET**

**PENNINGTON, NJ 08534**

**609-737-0276**

**VACANT PROPERTY REGISTRATION**

**(See Borough Ordinance 2017-19)**

**VACANT PROPERTY ADDRESS:**

Owner(s) full name:

Street Address:

City: State: Zip Code:

Phone #: Cell #:

e-mail Address:

**Lienholder in Possession**:

Street Address:

City: State: Zip Code:

Phone #: Cell #:

e-mail Address:

**Designated Agent (authorized to receive notice or process and available 24 hours/day on emergency basis:**

Street Address:

City: State: Zip Code:

Phone #: Cell #:

e-mail Address:

**Person Responsible for Maintaining and Securing the Property (if different from the Designated Agent):**

Street Address:

City: State: Zip Code:

Phone #: Cell #:

e-mail Address:

**DATE PROPERTY BECAME VACANT**:

Acknowledgement of Responsibility: The undersigned owner/agent: 1) avows and acknowledges that the information herein is complete and accurate. 2) assumes responsibility for maintaining and securing subject building in conformity with the Borough of Pennington Codes and 3) acknowledges the responsibility to notify the Borough in writing within 30 days of any changes to information contained in this registration form.

**OWNER/AGENT:**  **SIGNATURE:**

**DATE:**  **FEE: $250.00**  **DATE PAID:**

**FEE MUST ACCOMPANY APPLICATION**

Make checks payable to **Pennington Borough**

**Mail to:** 30 North Main Street

Pennington, NJ 08534

**VACANT PROPERTY MAINTENANCE PLAN**

1. The owner or owner’s agent shall perform regular monthly inspections of the property to assure compliance with the requirements of this section.
2. All doors, windows and opening shall be secured.
3. Weeds shall be removed from landscape beds, the perimeters of buildings, along fence lines and parking lot joints and cracks.
4. Grass height shall be maintained no higher than 10 inches and trimmings removed from the property.
5. Exterior of property shall be kept free of junk & debris, including, but not limited to, newspapers, flyers, circulars, furniture, appliances, containers, equipment, auto parts, garbage, clothing, inoperable vehicles, boats, campers or any other items that give the appearance the property is vacant.
6. Building appurtenances must be securely attached so as not to cause blighting condition, including but not limited to, gutters, downspouts, shutters, railings, guards, steps, awnings, canopies, signs, light fixtures and fire escapes.
7. Property fencing and retaining walls shall be maintained and structurally sound. Any fence or wall with broken or hanging components shall be repaired, straightened or removed.
8. Pools, spas and ponds shall be drained and kept dry or kept in working order so that the water remains free and clear of pollutants and debris. Pools and spas must comply with the barrier requirements of the adopted Building Code.
9. The property shall be free of graffiti and similar markings by removal or painting over with a color that matches the exterior of the structure.

**I certify that the above Vacant Property Maintenance Plan will be adhered to and that I am required to notify the Code Enforcement Office of any changes.**

Signature of Owner/Agent Date