



BOROUGH OF WEST MIFFLIN

Community Development Department

3000 Lebanon Church Road, West Mifflin, PA 15122 (412) 466-8174 hwolfgang@westmifflinborough.com

REGISTRATION OF ABANDONED REAL PROPERTY

[Added 9-17-13 by Ord. No. 1184]

Chapter 152 of the West Mifflin Borough Code of Ordinances requires that mortgagees of real property shall perform an inspection of the property that is the security for the mortgage, upon default by the mortgagor, prior to the issuance of Notice of Default. If the property is found to be vacant or shows evidence of vacancy, it shall be deemed abandoned, and the mortgagee shall, within 10 days of the inspection, register the property with the Borough of West Mifflin Community Development Department. An annual registration is required for each vacant property. The annual registration fee is \$150 per property. (Separate applications required)

PROPERTY INFORMATION: (Please print or type)

PROPERTY ADDRESS: _____
Number Street City State Zip Code

LEGAL DESCRIPTION: _____

PROPERTY IDENTIFICATION NUMBER: _____

MORTGAGEE NAME: _____

ADDRESS*: _____
Number Street City State Zip Code

(Mortgagee address is where notices will be sent.)

TELEPHONE: _____ **FACSIMILE:** _____ **EMAIL:** _____

MORTGAGEE CONTACT PERSON: _____ **CELL PHONE:** _____

TELEPHONE: _____ **FACSIMILE:** _____ **EMAIL:** _____

LOCAL CONTACT AND/OR MAINTENANCE COMPANY NAME: _____

ADDRESS: _____
Number Street City State Zip Code

24 HOUR/EMERGENCY CONTACT NAME: _____ **CELL PHONE:** _____

ADDRESS: _____
Number Street City State Zip Code

TELEPHONE: _____ **FACSIMILE:** _____ **EMAIL:** _____

FORECLOSURE ATTORNEY NAME: _____ **CELL PHONE:** _____

ADDRESS*: _____
Number Street City State Zip Code

TELEPHONE: _____ **FACSIMILE:** _____ **EMAIL:** _____

RECORDATION INFORMATION FOR LIS PENDENS: _____

Official Record Book and Page and recording date

DATE OF INITIAL INSPECTION: _____

INTERNAL USE ONLY

Date Registration Form was received by the Borough of West Mifflin _____

REGISTRATION OF ABANDONED REAL PROPERTY (continued)

It is the purpose and intent of the Borough to establish a process to address the amount of abandoned real property located within the Borough. It is the Borough's further intent to specifically establish an abandoned residential property program as a mechanism to protect residential neighborhoods from becoming blighted through the lack of adequate maintenance and security of abandoned properties.

1. Registration of Abandoned Real Property: Mortgagee who holds a mortgage on real property must perform an inspection on the property prior to the issuance of a Notice of Default. If the property is found to be vacant or shows signs of vacancy, it will be considered abandoned, and the mortgagee has 10 days from the inspection to register the property with the Borough of West Mifflin Community Development Dept. An annual registration form is required for each vacant property.
2. If the property is occupied but remains in default, it shall be inspected by the mortgagee monthly, or if the property is vacant or shows signs of vacancy, it shall be considered vacant and the property must be registered with the Borough of West Mifflin. Any person or corporation that has registered must report any change of information to the Borough of West Mifflin Borough within 10 days of the change.
3. Maintenance and Security Requirements. Properties shall be maintained and secured in accordance with the Borough of Trafford Codified ordinances.

REGISTRATION FORM COMPLETED BY : (Print Name) _____

SIGNATURE: _____ DATE: _____

State of _____

County of _____

The foregoing instrument was acknowledged before me, the undersigned Notary Public in and for the State of _____, on this, the _____ day of _____, 20____, by _____ (Print Name), _____ (Print Title),

WITNESS my and official seal

Notary Public

Please contact the Borough of West Mifflin Community Development Department at (412) 466-8174, 3000 Lebanon Church Road, West Mifflin, PA. 15122 with any questions regarding registration of abandoned real property.

INTERNAL USE ONLY

Annual Registration Fee \$150 per property paid _____
(date) (method of payment) (check # if applicable)