

Berks County Blighted Property Review Committee

Property Referral Form

Local municipalities that are referring a property to the Berks County Blighted Property Committee must complete this form and provide additional information as requested. Applications must be completed electronically and forwarded to Pauline Klopp, Berks County Redevelopment Authority, pklopp@berksredevelop.org.

Section I Property Information

1. Property address

2. Size and use of property

3. Property owner

4. Date of last known occupancy

Section II Blight Conditions Present

Using the table below, please describe the blight conditions that are present on the subject property. Please include a picture that clearly documents the presence of each blight condition present on the subject property.

Condition of Blight	Observed Property Conditions
Any premises which because of physical condition or use is regarded as a public nuisance at common law or has been declared a public nuisance in accordance with local housing, building, plumbing, fire and related codes.	
Any premises which because of physical condition, use or occupancy is considered an attractive nuisance to children, including but not limited to, abandoned wells, shafts, basements, excavations, and unsafe fences or structures.	

Condition of Blight	Observed Property Conditions
<p>Any dwelling which because it is dilapidated, unsanitary, unsafe, vermin infested, or lacking in the facilities and equipment required by the Housing Code of any municipality, has been designated by the department responsible for enforcement of the Code as unfit for human habitation.</p>	
<p>Any structure which is a fire hazard, or is otherwise dangerous to the safety of persons or property.</p>	
<p>Any structure from which the utilities, plumbing, heating, sewage, or other facilities have been disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.</p>	
<p>Any vacant or unimproved lot or parcel of ground in a predominately built-up neighborhood, which by reason of neglect or lack of maintenance has become a place for accumulation of trash and debris, or a haven for rodents or other vermin.</p>	
<p>Any property which is vacant, which has not been rehabilitated within one year of the receipt of notice to rehabilitate from a municipal code enforcement agency.</p>	
<p>Any abandoned property. A property shall be considered abandoned if:</p> <p>A. It is a vacant or unimproved lot or parcel of ground on which a municipal lien for the cost of demolition of any structure located on the property remains unpaid for a period of six months;</p> <p>B. It is a vacant property or vacant or unimproved lot or parcel of ground on which the total of municipal liens on the property for tax or any other type of claim of the municipality are in excess of 150% of the fair market value of the property as established by the Berks County Tax Assessment Office; or</p> <p>C. The property has been abandoned by the owner, including an estate that is in possession of the property.</p>	

Section III Documented Code Violation and Municipal Action

In the following table, please list any municipal building, zoning, or property maintenance code violations for the subject property. For each violation, provide documentation of any municipal enforcement actions and the result of those actions.

Code Violated <i>(list code name and reference specific section violated)</i>	Municipal Enforcement Action and Result <i>(include date)</i>

Section IV Blight Remediation Plan

For each of the blighted conditions identified on the property, listed in Section II, identify what actions the property owner must take to remove the blight condition and bring the property into compliance with local codes.

Identified Blight Conditions	Action Required to Eliminate Blight	Time Frame for Blight Remediation

Section V Municipal Contact Information and Certification

1. Name and title of person completing the application.

2. Contact information for municipal staff assigned to this project.
 - a. Name:
 - b. Phone:
 - c. Cell Phone:
 - d. Email Address:

By checking this box, I agree that all the information presented within this form is accurate and true to the best of my knowledge.

Name and title of municipal staff person completing form

Date

Completed applications must be submitted electronically to:

Pauline Klopp, Blighted Property Committee Staff

pklopp@berksredevelop.org

Please contact 484-987-2525 with any questions.