



Property Referral and Certification Form

Local municipalities that are referring a property to the Cumberland County Blighted Properties Reinvestment Board must complete this form and provide additional information as requested.

Section I: Property Information

Property address: _____

Size and use of property: _____

Property owner: _____

Last known address of owner: _____

Date of last known occupancy: _____

Section II: Blight Conditions Present

Provide details on all that may apply to the property.

Condition of Blight	Observed Property Conditions
1. 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.	
2. 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.	
3. 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.	
	<i>See reverse side.</i>

Condition of Blight	Observed Property Conditions
<p>4. Any structure which is a fire hazard, or is otherwise dangerous to the safety of persons or property.</p>	
<p>5. 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>6. 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>7. 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>8. Any abandoned property. A property shall be considered abandoned if:</p> <ul style="list-style-type: none"> 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; 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 Cumberland County Tax Assessment Office; or c. The property has been declared abandoned by the owner, including an estate that is in possession of the property. 	

Section III: Documented Code Violation and Municipal Action

In the following table, please document any municipal building, zoning, or property maintenance code violations for the subject property if a code enforcement report is not available. For each violation, document municipal enforcement actions and the result of those actions.

IF CODE ENFORCEMENT REPORT AVAILABLE, PLEASE ATTACH.

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

Section IV 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. Work Phone: _____

b. Cell Phone: _____

c. Email: _____

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

Signature

Date

Completed applications shall be submitted to:
Mikayla Kitchen, Assistant Director
Cumberland County Redevelopment Authority
mkitchen@cchra.com
717-249-0789 x172
114 N Hanover St.
Carlisle, PA 17013