



Township of Montague

277 Clove Road, Montague, NJ 07827

Code Enforcement

Date:

To whom it may concern,

In accordance with the provisions of the New Jersey Abandoned Properties Rehabilitation Act (P.L. 2003, c.210, N.J.S. 55:19-78 to 105), Montague Township has adopted Ordinance 2017-09, An Ordinance Regarding The Registration and Maintenance of Vacant and Abandoned Residential Properties, a full copy of which may be requested from the Zoning Officer.

The Owner or Forecloser of any vacant or abandoned property shall file a registration statement (attached) for each such property:

- within 30 days of becoming the Owner or Forecloser of the property,
- or after the property becomes vacant or abandoned,
- or within 10 days of notice from Montague Township.

Registration shall remain valid until the end of the calendar year. The Owner or Forecloser is required to renew the registration no later than January 31st annually, for as long as the property remains vacant, and shall pay a registration or renewal fee as follows:

Initial registration fee - \$500

1st annual renewal fee - \$1,500

2nd annual renewal fee - \$3,000

3rd annual and each subsequent annual renewal fee - \$5,000

- **Exception to the above fee schedule:** If a property meets the definition of vacant or abandoned at any time after a summons and complaint is filed in an action to foreclose the property, then the Forecloser shall pay an annual registration fee of \$2,000 for as long as the property remains vacant or abandoned. And if the property must be registered as vacant or abandoned as a **result** of the filing of the summons and complaint in a foreclosure action (i.e. if the property is vacant or abandoned at the time the summons and complaint is filed, but was not already registered as such), then this annual fee shall be \$2,500.

The renewal fee for any year shall be pro-rated, and a partial refund provided to the Owner or Forecloser upon occupancy of the previously vacant/abandoned property.

The Owner/Forecloser shall be immediately responsible for the care, maintenance, security and upkeep of the exterior of the property as defined in Ordinance 2017-09, and must post a sign on the inside of a front window, no smaller than 15" x 17", clearly providing the name and phone number of the person responsible for such care of the property.

Failure by any Owner or Forecloser to follow the provisions of this Ordinance shall be subject to a fine of not less than \$500, and not more than \$1,000 for each offense. Every day that a violation continues constitutes a separate offense. Assessed fines shall be recoverable from the Owner or Forecloser, and shall be a lien on the property.



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Abandoned or Vacant Property Registration Statement
COMPLETE ALL SECTIONS

Property Address: _____

Block: _____ Lot: _____ Qualifier: _____

Owner or Forecloser:

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Please check one:

- Initial Registration - \$500
- 1st Annual Registration Renewal - \$1500
- 2nd Annual Registration Renewal - \$3000
- 3rd Annual Registration Renewal - \$5000
- _____ Annual Registration Renewal - \$5000
- Vacant Foreclosure's Annually *

**Exception to Fee Schedule: Refer to cover page in red.*

If the Owner or Forecloser is not a resident of New Jersey, then a Sussex County, N.J. resident must be provided as representative who is authorized to accept service of notice or process on behalf of the Owner or Forecloser.

Representative:

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Person responsible for property maintenance:

Name: _____

Mailing Address: _____

City, State, Zip: _____

Phone: _____

Email: _____

Signed: _____

Contact person must be available 24 hours/day, 7 days/week, and authorized to contract for repairs and maintenance.

for official use only

Received: / /	Amount: \$	Check #	By:
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