

# CITY OF ONTARIO

## Registration Form for Abandoned and Distressed Property

Ordinance No. 2904 requires the registration of abandoned and distressed properties in the City of Ontario. A complete copy of the Ordinance is available at the City of Ontario website at [www.ci.ontario.ca.us](http://www.ci.ontario.ca.us).

This Ordinance is established to protect neighborhoods within the City from becoming blighted through the lack of adequate maintenance and security of abandoned and distressed properties.

### Registration:

Any beneficiary/trustee who holds a deed of trust on a property located within the City of Ontario shall perform an inspection of the property that is the security for the deed of trust, prior to recording a Notice of Default with the San Bernardino County Recorder's Office. If the property is found to be abandoned or distressed as defined by the Ordinance, the beneficiary or trustee shall, within ten (10) days of the inspection, register the property with the City of Ontario on the form provided by the City.

### Owner Responsibility:

- ☐ Upon default, any beneficiary or trustee who holds a deed of trust on said property shall perform an inspection of the property that is the security, and shall register the property with the Code Enforcement Director within ten (10) days of the inspection;
- ☐ Maintain a valid registration for one (1) year, and provide subsequent registration(s) on an annual basis for as long as the property is abandoned;
- ☐ Report in writing any changes of information contained in the registration within ten (10) days of the change to the City of Ontario;
- ☐ Posting Requirements: Posting shall be printed on 18" x 24" paper (see sample attached) and shall be of a font that is legible from a distance of forty-five (45) feet and shall contain with the name and 24-hour contact number, the words "This Property Managed By" and "To Report Problems or Concerns Call". Posting shall be placed on the interior window facing the street to the front of the property.
- ☐ Property shall be maintained by a local property management company, kept secured, and free of weeds, graffiti, dead vegetation, trash, vandalism, debris, and other items that contribute to the appearance that the property is abandoned or distressed. Visible front and side yards shall be landscaped and maintained to the Neighborhood Standard existing at the time registration was required.