



CITY OF AZUSA

ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT FORECLOSURE MANAGEMENT PROGRAM INFORMATION

On January 6th, 2014, the Azusa City Council passed the Registration, Maintenance, and Security of Distressed, Vacant, and/or Abandoned Properties in Foreclosure Ordinance (Ordinance No. 13-06 Chapter 14 Chapter 14, Article XVII, Sections 14-456 to 14-466). The Registration, Maintenance, and Security of Residential Properties in Foreclosure Program is established as a mechanism to protect neighborhoods from blights resulting from the foreclosure crisis and unmaintained properties.

IF I WANT TO FILE A COMPLAINT ABOUT A PROPERTY, WHO DO I CALL?

To report blighted properties call the Foreclosure Management line at (626) 512-6399 or e-mail at foreclosure@ci.azusa.ca.us.

HOW DO I REGISTER A FORECLOSED RESIDENTIAL PROPERTY WITH THE CITY OF AZUSA?

The registration requirements of the Registration, Maintenance, and Securities of Properties in Foreclosure Ordinance may be satisfied by providing Foreclosure Management with **contact information including street address and telephone number** of the person(s) directly responsible for the property in foreclosure. If the responsible person(s) are located "Out of Area", the **contact information, including street address and phone number**, for the staff of any property management or property preservation company responsible for the security, maintenance, and marketing of the property must also be provided. Registration can also be performed by registering online at www.usancrs.com or by downloading and mailing the physical form, and remitting your payment to the City of Azusa. Upon arriving at <http://www.usancrs.com/>, click forms on the top bar, and then select "Azusa, CA" tab. Under the "Forms" section, select "*Property Registration Application*", and then fill out the form accordingly. The property *will not* be in full compliance with the Foreclosure Registration Program until the registration fee and any other penalties associated with the property have been received by the City of Azusa. The property *will not* be in full compliance with the Foreclosure Management Unit for the City of Azusa until the registration fee and any other applicable penalties associated with the property have been received by the City of Azusa.

Such person(s) must be empowered to:

- (1) Comply with code enforcement orders issued by the City,
- (2) Provide a trespass authorization upon request of local law enforcement authorities if the property is unlawfully occupied,
- (3) Conduct weekly inspections of the property,
- (4) Accept rental payments from tenants of the property if no management company is otherwise responsible for receipt of rents.

Lenders who register a property with the City of Azusa must report any change of information contained in the registration to Foreclosure Management Unit within ten (10) days.



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WHAT ARE THE REGISTRATION FEES?

An annual registration fee in the amount of **\$500.00** shall be paid to the City of Azusa Foreclosure Management Division at the time of registration. The fee and registration shall be valid for the calendar year, or remaining portion of the calendar year, in which the registration was initially required. Subsequent registrations and fees are due twelve (12) months after the initial registration date until the foreclosure is cured or the property is resold by the lender.

WHO IS AFFECTED BY THIS ORDINANCE AND WHEN IS THE EFFECTIVE DATE?

Any lender (or beneficiary or trustee who holds or has an interest in a deed of trust) on a property in foreclosure located within the City of Azusa must register that property with the City of Azusa's Foreclosure Management, the City Manager's designee. **The Registration of Properties in Foreclosure Program is effective as of January 6th, 2014.** Therefore, any lender who issues a Notice of Default after January 6th, 2014, must register such property with the City of Azusa within fifteen (15) calendar days of the recordation of the Notice of Default. A lender who has issued a Notice of Default prior to January 6th, 2014, and the foreclosure action has not been rescinded or terminated, must register the property in foreclosure with the City of Azusa Foreclosure Management Unit no later than January 21, 2014.

WHAT ARE THE PENALTIES IF I FAIL TO REGISTER?

If Foreclosure Management Unit for the City of Azusa determines that a lender and responsible parties have failed to register the property as required, the City of Azusa will provide written notification to the responsible parties of their failure to comply with this Ordinance. **If the responsible parties fail to comply within fifteen (15) days of Foreclosure Management Unit of the City of Azusa's written notification, the responsible parties shall be liable to pay a penalty in the amount of \$250.00 for the first violation, \$500.00 for the second violation, \$1,000.00 for the third violation and each subsequent violation until the violation is corrected.**