



CITY OF MORENO VALLEY

FORECLOSURE MANAGEMENT UNIT

REGISTRATION OF RESIDENTIAL PROPERTY IN FORECLOSURE APPLICATION

City of Moreno Valley
14177 Frederick Street
Moreno Valley, California 92552

Foreclosure Management Unit
1(951) 472-9451
foreclosure@moval.org

Registration Application No.:

Date Application Accepted
By City Manager/Designee: _____

Inspector: _____

Neighbor Contact No. 1: _____
Phone No.: _____

Neighbor Contact No. 2: _____
Phone No.: _____

Special Conditions Added By City of Moreno Valley:

- Yes**
- No**

(Space Above Line For Use By City)

REGISTRATION OF RESIDENTIAL PROPERTY IN FORECLOSURE APPLICATION

The City of Moreno Valley (the “City”) has enacted Ordinance 887 of the Moreno Valley Municipal Code (MVMC):

“...The purpose of this chapter is to establish a property registration program as a mechanism to protect neighborhoods from becoming blighted through lack of adequate maintenance and security of properties due to foreclosure. (Ord. 887 § 1, 2015)

“... Any Beneficiary or Trustee, who holds, or has an interest in, a Deed of Trust on a Property in Foreclosure, located within the City, shall register the Property in Foreclosure with the Community and Economic Development Department of the City. If the Beneficiary or Trustee issues a Notice of Default after the Effective Date of this Ordinance, they shall register such Property in Foreclosure with the City within fifteen (15) calendar days of the issuance of such Notice of Default. If the Beneficiary or Trustee issues a Notice of Default prior to the Effective Date of this Ordinance, and such Notice of Default has not been rescinded, the Beneficiary or Trustee shall register the property in foreclosure with the City within thirty (30) calendar days of the Effective Date of this Ordinance.

The registration requirement described in this section shall also apply to Vacant or Abandoned Property that has been the subject of a Foreclosure sale where the title was transferred to the Beneficiary of a Deed of Trust involved in the Foreclosure and any properties transferred under a Deed in Lieu of Foreclosure and/or Sale.”



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If the beneficiary or holder of a mortgage security interest in residential property subject to lien foreclosure proceedings (the “Beneficiary”) or any other interested person, including the Declarant identified in Part 16 of this Application, has any question regarding the City residential property foreclosure registration program, please contact , Foreclosure Management Unit for the City of Moreno Valley at (951) 472-9451 or send an email to foreclosure@moval.org and put into the email subject line the words “Foreclosed Property Inquiry”, the address of the subject property, if any, and the assessor’s parcel number of said property.

This Foreclosed Residential Property Registration Application (the “Application”) shall be deemed to be complete by the City, when the information required below has been provided to the City, the registration fee amount set forth in Part 17 below, has been paid to the City and the City Manager of the City or his/her designee has accepted this Application, as indicated at Part 18 below:

A complete Application and the accompanying fee should be delivered to the City of Moreno Valley, Foreclosure Management Unit at City Hall – 14177 Frederick St, Moreno Valley, California 92552.

The information set forth below in this Application needs to be provided to the City by the Beneficiary, or the agent of the Beneficiary, to initiate the foreclosed property registration process with the City.

1. **Street Address of the Property:**

2. **Riverside County Assessor Parcel Number for the Property:**

3. a. **Riverside County Assessor Notice of Default Date:**

3. b. **Riverside County Assessor Notice of Rescission Recording Date (attach evidence):**



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3. c. Twenty-Four Hour Phone Contact Information:

If the City has any question regarding the Property or this Application who should the City contact via telephone?

Print name of Application contact individual

Print telephone number of Application contact individual

Email address

4. (A) Name, Address and Phone/Email Contact for Beneficiary/Lender in Foreclosure:

Beneficiary Email Address: _____

(B) Name, Address and Phone/Email Contact for Trustor (If known):

Trustor Email Address: _____



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(C) **Name, Address and Phone/Email Contact for Renter/Occupant (If known):**

Renter/Occupant Email Address: _____

5. (A) **Beneficiary Telephone Contact Information:**

(B) **Trustor Telephone Contact Information:**

(C) **Renter/Occupant Telephone Contact Information:**

6. **Foreclosed Property Mortgage Description:**

Beneficiary Loan Identification Number: _____

Date of Deed of Trust; and _____

Original Principal Amount of Mortgage \$ _____

7. **Date of Initial Default Inspection of the Property (SEE: MVMC Section 6.14.050):**

- Date of the initial default inspection of the Property unknown at time of submission of the Application



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8. **Date of Default Inspection Which Confirmed Property to Be Vacant or Abandoned/Date When Beneficiary Believes Property Became Vacant or Abandoned (SEE: MVMC Section 6.14.050):**

Date of such default inspection of the Property unknown at time of submission of Application

9. **Name, Address and Phone/Email Contact for Foreclosure Trustee:**

Phone Number: _____

Trustee Email Address: _____

10. **Name, Address and Phone/Email Contact for Property Management Service For Inspections (SEE: MVMC Section 6.14.050 B):**

Property Manager Email Address: _____

11. **Other Contact Person(s) (Specify Relationship to Beneficiary, Trustee, Property Manager or Real Estate Broker):**

Phone Number: _____

Other Contact Person(s) Email Address: _____

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12. **At Time of Submission of Application, Has the Property Been Posted by Beneficiary as required by MVMC Section 6.14.050 F?**

Yes

No

If “No”, indicate estimated date by which the required Beneficiary contact notice will be placed on Property:

13. **Photographs of Front, Rear and Side-yards (if applicable) of Property and indicate Date on Each Photograph**

Photos attached by Declarant

Photos to follow within seven (7) days of submission of the Application by Declarant

14. **Property Maintenance and Security Conditions**

The following paragraphs of this Part 14 of the Application (A)-(H), inclusive are conditions of the registration of the Property with the City under MVMC Chapter 6.14. The Beneficiary or its agent is responsible for compliance with each of the following property maintenance and security conditions as set forth below:

(A) MVMC Section 6.14.050 (Maintenance and security of properties in foreclosure)

“Properties (which are abandoned or vacant) shall be maintained up to City’s maintenance standards in compliance with Section 6.04.040 of this code and secured in a manner so as not to be accessible to unauthorized persons. In addition to specific maintenance standards found in Section 6.04.040 (Declaration of nuisances) of this code, properties in foreclosure shall be maintained in the following manner: watering and mowing of lawn; trimming of trees, hedges and shrubbery; removing and discarding weeds and other dry or dead vegetation, removing and discarding trash, debris, building materials, appliances, and all other items (personal belongings, vehicles, etc.) on the exterior of the building; repairing aesthetic features of the structure to be compatible to the surrounding structures within the block (in comparison to the neighborhood standard), notices, except those required by federal, state or local law, printed material or any other items that give the appearance that the property is abandoned. Such property shall be maintained free of graffiti, tagging or similar markings by removal or

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painting over with an exterior grade paint that matches the color of the exterior of the structure. In general, the maintenance of abandoned or vacant property by the Beneficiary shall comply with the standards set forth in current HUD securing standards, or such other standard as may hereafter be ordered in writing by the Code Enforcement Officer, Chief Building Official, or the City Manager. Adherence to the maintenance and monitoring standard set forth in this Section 6.14.050C does not relieve the beneficiary/trustee or property owner of any obligations set forth in any covenants, conditions and restrictions and/or homeowners' association rules and regulations which may apply to the property."

(B) MVMC Section 6.14.050 D (Security Requirements)

"Properties which are abandoned or vacant shall be maintained by the beneficiary in a secure manner so as not to be accessible to unauthorized persons. In general, the security of abandoned or vacant property by the beneficiary shall comply with current HUD standards, or such other standard as may hereafter be ordered in writing addressed to the Beneficiary by the Code Enforcement Officer, Chief Building Official or City Manager."

(C) If the property is owned by a corporation and/or out-of-area beneficiary/trustee/owner, a local property management company shall be contracted to perform weekly inspections to verify that the requirements of this section, and any other applicable law, are being satisfied.

(D) MVMC Section 6.14.050 (F) Posting requirements

The property shall be posted with name and address of the beneficiary and shall include a twenty-four (24) hour contact phone number of the local property management company. The posting shall be no less than eighteen (18) inches by twenty-four (24) inches and shall be of a font that is legible from a distance of forty-five (45) feet and shall contain along with the name and twenty-four (24) hour contact number the words "THIS PROPERTY MANAGED BY: _____" and "TO REPORT PROBLEMS OR CONCERNS CALL: name and phone number". The posting shall be placed on the interior of a window facing the street to the front of the property so it is visible from the street, or secured to the exterior of the building/structure facing the street to the front of the property so it is visible from the street or, if no such area exists, on a stake of sufficient size to support the posting in a location that is visible from the street to the front of the property but not readily accessible to vandals. Exterior posting must be constructed of and printed with weather resistant materials.



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(E) Basic Property Maintenance and Monitoring Guidance at Time of Submission of Application:

Active maintenance and monitoring of each vacant building or structure on each parcel of land shall include all of the follow:

- (1) Maintenance of landscaping and plant materials on the parcel of land on which the vacant building is located in good condition.
- (2) Maintenance of the exterior of the building and exterior signage and signage structures, in good condition.
- (3) Regular removal of all exterior trash and debris from the parcel of land on which the vacant building is located.
- (4) Maintenance of the vacant building in continuing compliance with all applicable codes and regulations.
- (5) Prompt removal of graffiti which has been applied to any exterior surface on the vacant building or fencing surrounding the building, including graffiti applied to any sign attached to the vacant building.
- (6) Prevention of criminal activity on the premises (vacant building and/or the parcel of land on which the vacant building is located), including but not limited to use and sale of controlled substances, prostitution and criminal street gang activity.

(F) Does the Property have a Pool or Spa?

- Yes
- No

If “YES” describe pool maintenance arrangements to be undertaken by Beneficiary:



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(G) At the time of submission of the Application to the City, the undersigned Declarant (See Part 16, below) on behalf of the Beneficiary, hereby certifies that there is no graffiti on any structure, fence, wall or sign on the Property.

By: _____

Print Name: _____

(H) The Chief Building Official or City Manager may, for good cause, add additional property maintenance and security conditions to the Property upon written notice to the Beneficiary at any time after the date of submission of this Application to the City.

15. Number of Dwelling Units on the Property:

- one dwelling unit
- two dwelling units
- three or more dwelling units

16. Name and Contact Information for Person (the “Declarant”) Submitting this Application to the City:

Phone Number: _____

Email: _____



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The undersigned hereby represents and warrants to the City of Moreno Valley that this Application is submitted to the City on behalf of _____ who is the:

Check each of the applicable boxes below:

- Beneficiary (See Part 4)
- Trustee in foreclosure (See Part 9)
- Property Manager (See Part 10)
- Other _____ (See Part 11)

The undersigned Declarant on behalf of the Beneficiary, whose name, address and contact information appears in Part 4 of this Application, hereby authorizes, requests and gives consent to the City of Moreno Valley to conduct such regulatory inspections of the Property as set forth in MVMC Chapter 6 from time-to-time as may be indicated.

The undersigned Declarant hereby declares under penalty of perjury that the facts set forth in this Application are true and correct to the best personal knowledge of the Declarant.

Date: _____

By: _____

Print Name of Declarant

Phone Number of Declarant

Email Address of Declarant



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17. **Fee Schedule**

Registration per Property (per legal parcel) \$400.00

TOTAL FEE **\$400.00**

Additional costs for inspections or other specific City response costs relating to the Property in excess of the foreclosed property registration program requirements set forth in the City Fee Resolution are the responsibility of the Beneficiary or the Beneficiary’s agent to pay the City, and shall be paid within thirty (30) days following the date of an invoice from the City for third party service costs associated with nuisance abatement actions (e.g., pool maintenance, property security, window/door board-up and the like) at the City’s direct cost for said third party services.

18. **ACCEPTANCE OF APPLICATION BY THE CITY OF MORENO VALLEY**

The undersigned hereby deems this Application to be complete, and accepts this Application for registration of the Property on behalf of the City of MORENO VALLEY.

Date: _____

By: _____

APPLICATION NOTES FOR CITY, BELOW: