

Leon County Development Support and Environmental Management

Abandoned Property Registration Ordinance 13-07, Leon County Code of Laws Article V, Section 14-70

Frequently Asked Questions

Abandoned Property Registration Ordinance 13-07 – Frequently Asked Questions.

This is in regards to the recently adopted County Ordinance 13-07, which establishes an abandoned real property registration system within unincorporated Leon County.

Q: When does this become effective?

A: The Ordinance was adopted on March 12, 2013 and enforcement will begin on July 12, 2013.

Q: What does this Ordinance require?

A: When a property is under a notice of default and is the subject of foreclosure action or proceeding, the property must be registered with Leon County. The Ordinance also requires that the mortgagee appoint a local representative to secure and maintain the property, and that a sign be posted at the property to include the name and contact information for the mortgagee's agent.

Q: Who is required to register?

A: The Ordinance places this burden on the mortgagee.

Q: Which department should these registrations be sent to?

A: The Board of County Commissioners has designated the Leon County Code Compliance Program to administer this Ordinance to include the processing of registrations, maintaining the data, and enforcement of violations.

Q: What information must be provided on the registration?

A: The Code Compliance Program will make available registration forms which will detail the following required information:

1. The property address and parcel ID number
2. The mortgagee's/owner's name, mailing address, phone number and email address
3. The property manager/agent's name, local mailing address, 24-hour phone number, and email address

Q: What if the property is vacant, but no default has been declared or foreclosure action initiated?

A: Registration is not required. A Notice of Default of Foreclosure proceedings must have been initiated by the mortgagee.

Q: How often must the property be registered?

A: The initial registration is required to take place within ten (10) days after the mortgagee determines that the property is in default or a foreclosure action is filed. Registration is good for one (1) year, if the property remains in the same state. After a year, the property must be re-registered.

Q: Is there a cost for registration?

A: Yes, the cost for registering each property located within unincorporated Leon County is \$150.00.

Q: What is the penalty for not registering a property with the County?

A: Violations of the Abandoned Property Registration Ordinance will be handled in the same manner as all other Ordinance violations enforced by Leon County Code Compliance Program. The mortgagee will be cited and provided an opportunity to complete the registration process. Continued noncompliance may result in forwarding the case to a hearing before the Code Enforcement Board where fines may be assessed against all properties owned by the violator in an amount not to exceed \$1,000 per day for each day the violation continues.

Q: Who can I contact if I have more questions about this Ordinance?

A: Please call Jessica Lowe at (850) 606-1300 or email at LoweJ@leoncountyfl.gov

Q: Where can I obtain the registration form and/or mail the registration form and fee?

A: Leon County Development Support and Environmental Management, Attention: Code Compliance Program
435 North Macomb Street, 2nd Floor
Tallahassee, Florida 32301 www.leonpermits.org