

**ABANDONED PROPERTY REGISTRATION PROGRAM,
ARTICLE V, LEON COUNTY CODE OF LAWS**

On March 12, 2013, the Board of County Commissioners approved an ordinance to require that when a property 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 should it become abandoned, and that a sign be posted at the property notifying of the name and contact information for the mortgagee's property manager or agent. The ordinance became effective on March 12, 2013, and enforcement will begin on July 12, 2013. This ordinance was subsequently amended effective December 10, 2013. The regulations established by this ordinance are applicable within unincorporated Leon County.

The initial compliance component of the ordinance requires the mortgagee to complete and mail the *Registration Form for Distressed or Abandoned Property* along with a \$150.00 registration fee within ten (10) days after the property becomes distressed. Registration is good for one (1) year, if the property remains in the same state. After a year, the property must be re-registered.

The *Registration Form for Distressed or Abandoned Property*, along with the recently adopted Abandoned Property Registration Program (Article V of Chapter 14 *Public Nuisance* of the Leon County Code of Laws) is available on the Leon County Development Support and Environmental Management website www.leonpermits.org. In order to comply with the program requirements, all mortgagees are required to submit a completed registration form along with \$150.00 registration fee for each property, qualifying as distressed or abandoned as of Friday, July 12, 2013 to:

Department of Development Support and Environmental Management
Attention: Leon County Code Compliance Program – APR Registration
435 North Macomb Street, 2nd Floor
Tallahassee, Florida 32301

For information regarding the ordinance, registration requirements, or other compliance related issues, please contact Jessica Lowe, Compliance Board Coordinator, or Susan Roberts, Code Compliance Supervisor at (850) 606-1300.