



Vacant or Abandoned Property Registration

Re: City of Oil City Ordinance No. 2848

Direct questions to the **Oil City Code Department** at 814-678-3003. Return completed applications to the Code Department on the first floor of City Hall, 21 Seneca St., Oil City, PA 16301.

Terms and Conditions

1. The owner of any vacant or abandoned property must register the property annually with the Code Department.
2. A \$25 annual fee will be collected for the registration of each vacant or abandoned property. Make checks payable to City of Oil City.
3. The owner of a vacant building or structure shall immediately lock, barricade or secure all doors, windows and other openings in the building or structure to prohibit entry by unauthorized persons.
4. A property shall be considered abandoned if it is:
 - a. Vacant and an unimproved lot or parcel of ground on which a municipal lien for the cost of demolition of any structure previously located on the property remains unpaid for a period of six months
 - b. An unimproved lot or parcel of ground on which the total of municipal liens on the property for tax or other type of claims of the municipality are in excess of 150% of the fair market value of the property, as established by the Venango County Assessment Office or other body with legal authority to determine the taxable value of the property.
 - c. Has been declared abandoned by the owner, including an estate that is in possession of the property.
 - d. A property which has defective or unusual conditions of title or no known owners, rendering the title unmarketable.
 - e. A property that has environmentally hazardous conditions, solid waste pollution, or contamination in a building or on land that poses a direct and immediate threat to the health, safety and welfare of the community.
 - f. A property that has three or more of the following characteristics:
 - i. Has unsafe or hazardous conditions that do not meet current use, occupancy or fire codes;
 - ii. Has unsafe external and internal accessways;
 - iii. Has violated the applicable property maintenance code adopted by the municipality and is an immediate threat to public health and safety;
 - iv. Is located in a redevelopment area with a density of at least 1,000 people per square mile or a redevelopment area where more than 90% of the units of property are nonresidential, or in a municipality with a density of at least 2,500 people per square mile.



Vacant or Abandoned Property Registration

Re: City of Oil City Ordinance No. 2848

OWNER INFORMATION	
Name: _____	Email: _____
Address: _____	City: _____ State: _____ Zip Code: _____
Phone: _____	Alternate Phone: _____

PROPERTY INFORMATION	
Address: _____	City: _____ State: _____ Zip Code: _____
Type: <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Other: _____	
Structure Composition: _____	Number of Floors: _____
Basement: <input type="checkbox"/> Full <input type="checkbox"/> Partial <input type="checkbox"/> None	Condemned: <input type="checkbox"/> Yes <input type="checkbox"/> No
Utilities: <input type="checkbox"/> Gas <input type="checkbox"/> Electric <input type="checkbox"/> Water <input type="checkbox"/> Alarm System <input type="checkbox"/> Sprinkler System <input type="checkbox"/> None	
Parcel ID: _____	Date last occupied: _____

OTHER PERSONS OR AGENCY RESPONSIBLE	
Name: _____	Email: _____
Address: _____	City: _____ State: _____ Zip Code: _____
Phone: _____	Alternate Phone: _____
Name: _____	Email: _____
Address: _____	City: _____ State: _____ Zip Code: _____
Phone: _____	Alternate Phone: _____

FOR OFFICIAL USE ONLY	
Date Received: _____	Amount Paid: _____
Inspected By: _____	Inspection Date: _____
Comments: _____	

I hereby certify, under penalty of law, that the above information is true and correct to the best of my knowledge and belief. Furthermore, I certify that I am the person responsible for the property listed or I am acting lawfully on behalf of the property owner or person(s) responsible.

Applicant Signature

Date