



**City of San Diego
Vacant & Boarded Structures**

90 DAY PROGRESS REPORT

During the 90 day period listed below, I have made the following progress to bring my vacant structure back into productive use. I understand that failure to submit a Progress Report by the indicated date may result in the assessment of a \$250.00 civil penalty per structure (San Diego Municipal Code Section 54.0315).

Property Address: _____

Parcel Number: _____ 90 Day Period: _____ through _____

Progress Report must be submitted to the City on or before: _____

Per your submitted Statement of Intent, please complete the appropriate sections.

☐

REHABILITATION FUNDING

I have researched and applied for housing rehabilitation loans and/or grants (*list sources, status and outcome of your efforts*).

Sources

example: HUD 203(k) loan

Status

Application submitted on 7/1/97

Outcome

Approved

Attach additional sheets as necessary.

☐

REHABILITATION/DEMOLITION

The structure is the subject of an active building permit for repair or demolition. Rehabilitation work is proceeding in a timely manner (*provide detailed information on progress made during the 90 day period*).

Building permit #: _____ Completion Date/Timeline: _____

Work completed or in progress: _____

Attach additional sheets as necessary.

☐**SALE OF STRUCTURE**

The structure is properly boarded and secured and is actively being offered for sale, lease or rent. Provide the following information:

Listing Date: _____ Asking Price: _____

Real Estate Agent: _____ Agent Phone: _____

List locations and dates for sales advertisements:

I give the City permission to provide interested parties with the listing information.

Property is in escrow and is anticipated to close on: _____

Property sold on: _____ (*include Copy of Grant Deed with Progress Report*)

☐**OTHER**

List progress made during the 90 day period on your approved Statement of Intent.
Provide any evidence that supports your progress.

Attach additional sheets as necessary.

I hereby represent and warrant that the information provided in this Progress Report is true, complete and accurate to the best of my knowledge. Should my plan for the structure and/or completion date/timeline as identified in my Statement of Intent change, I will notify the City of San Diego within 15 days of plan modification.

Signature of Property Owner/Responsible Party

Date

Print Name of Property Owner/Responsible Party

MAIL COMPLETED PROGRESS REPORT AND ATTACHMENTS TO:

**Neighborhood Code Compliance Department
Vacant Properties Program
1222 First Avenue, 5th Floor, M. S. 511
San Diego, CA 92101-4101**

This information is available in alternative formats upon request.
90-Day Progress Report, Vacant and Boarded Structures