

Vacant Property Recovery Program

November 4, 2021

PROGRAM OVERVIEW

- ▶ The purpose of the Allegheny County Vacant Property Recovery Program (VPRP) is to take blighted and/or tax delinquent properties and resell them to an applicant to reuse as determined by his or her application and as approved by the municipality.

INITIAL PROGRAM ELIGIBILITY REQUIREMENTS

Property Eligibility

- Located in Participating Municipality
- Vacant land or vacant structure
- Tax delinquent (at least 3 years)

Applicant Eligibility

- Current on taxes, water, sewage, and refuse bills on all properties owned in Allegheny County
- No outstanding code violations or municipal liens

APPLICATION REQUIREMENTS



Fully completed application with signature



Detailed reuse plan and demonstrated capacity to carry it out



Additional information required if the property has or will have a structure



Proof of financial capacity to acquire and develop the property



Two photographs of the property



Completed Conflict of Interest form

EXAMPLE OF COMPLETED APPLICATION (PG. 1)

ALLEGHENY COUNTY VACANT PROPERTY RECOVERY PROGRAM

APPLICATION

Please submit the complete application and all required supporting documentation to the address below. Applications may be accepted via email (VPRP@AlleghenyCounty.us). Failure to submit all required information may result in termination of the application.

Allegheny County Vacant Property Recovery Program - Applications
One Chatham Center, Suite 900
112 Washington Place
Pittsburgh, PA 15219

SECTION 1: PROPERTY INFORMATION

Address	123 Main Street
Block and Lot # (Parcel ID)	111-A-2233
Condition	<input checked="" type="checkbox"/> Vacant Lot <input type="checkbox"/> Vacant Structure
Approximate Size (in square feet)	2500 SQ FT
Assessed value	\$ 1200
Has the property been tax delinquent for at least 3 years?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
Are you related to the record owner of the property?	<input type="checkbox"/> Yes (Please Specify _____) <input checked="" type="checkbox"/> No
Have you engaged in sales negotiations with the record owner in the last 12 months?	<input type="checkbox"/> Yes (Please Specify _____) <input checked="" type="checkbox"/> No

SECTION 2: APPLICANT INFORMATION

Legal Name of Applicant(s) (The name of each individual or the organization applying for the property, as it should appear on all legal documents) ¹	John Doe
Address of Applicant (Street Address, City, State and Zip)	122 Main Street
Name of Contact Person	John Doe
Telephone Number of Contact Person	Home: 412-555-5555 Other: _____
Email Address (optional)	john DOE123@gmail.com

EXAMPLE OF COMPLETED APPLICATION (PG. 1) IDENTIFYING PARCEL NUMBER AND OTHER INFO

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Parcel ID: 0111-A-02233-0000-00 Municipality: Wilkinsburg
Property Address: 123 MAIN STREET Owner Name: Jane Smith
WILKINSBURG, PA 15221

School District:	Wilkinsburg	Neighborhood Code:	94401
Tax Code:	Taxable	Owner Code:	Individual
Class:	Residential	Recording Date:	1/1/1951
Use Code:	VACANT LAND	Sale Date:	1/1/1951
Homestead*:	No	Sale Price:	\$1
Farmstead:	No	Deed Book:	18519
Clean And Green	No	Deed Page:	577
Other Abatement:	No	Lot Area:	2,500 SQFT

* If this property had a recent sale or deed change the 'YES' that is showing may apply to the prior owner.
New owners wishing to receive the abatement must apply.
The deadline to apply is March 1st of each year.
Details may be found on the [County's abatement page](#).

2021 Full Base Year Market Value		2021 County Assessed Value	
Land Value	\$1,200	Land Value	\$1,200
Building Value	\$0	Building Value	\$0
Total Value	\$1,200	Total Value	\$1,200

2020 Full Base Year Market Value		2020 County Assessed Value	
Land Value	\$1,200	Land Value	\$1,200
Building Value	\$0	Building Value	\$0
Total Value	\$1,200	Total Value	\$1,200

EXAMPLE OF COMPLETED APPLICATION (PG. 1) VERIFYING TAX DELINQUENCY

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GENERAL INFORMATION BUILDING INFORMATION **TAX INFO eBILL / ePAY** OWNER HISTORY IMAGE COMPARABLES APPEAL STATUS MAPS

Parcel ID : 0111-A-02233-0000-00 Municipality : Wilkinsburg
Property Address : 123 MAIN ST Owner Name : JANE SMITH
WILKINSBURG, PA 15221

Pay Taxes

Pay Taxes Online

[Click to Pay](#)

Tax Bill Mailing Address:
REDEVELOPMENT AUTH OF ALLEGHENY COUNTY
112 WASHINGTON PL STE 900
PITTSBURGH PA 15219

Subscribe/Unsubscribe to eBilling

[Click to Subscribe/Unsubscribe](#)

By enrolling in eBilling, you will receive your property tax bill via email for the following calendar year.
(MUST be enrolled by December 31st for the next tax year.)

If your taxes are currently being paid through an escrow account with your mortgage company, you cannot subscribe to eBilling.

Net Tax Due April 30, 2021	\$169.19
Gross Tax Due May 31, 2021	\$172.64
Millage Rate:	4.73
Taxable Market Value:	\$36,500
Lot and Block:	0356E00045000000

[Pay Taxes Online](#) or mail payments to:
John K. Weinstein, County Treasurer
Room 108 Courthouse
436 Grant Street
Pittsburgh, PA 15219-2497

Year	Paid Status	Tax	Penalty	Interest	Total	Date Paid
2021	UNPAID	\$172.64	\$8.63	\$10.36	\$191.63	
2020	UNPAID	\$172.64	-----	-----	-----	See Below and Contact Jordan Tax Service at 412-835-5243
2019	UNPAID	\$172.64	-----	-----	-----	See Below and Contact Jordan Tax Service at 412-835-5243
2018	UNPAID	\$172.64	-----	-----	-----	See Below and Contact Jordan Tax Service at 412-835-5243

EXAMPLE OF COMPLETED APPLICATION (PG. 2)

Do you currently own property that shares a common boundary with the subject property?	Yes: <input checked="" type="checkbox"/> Homeowner Occupant <input type="checkbox"/> Business <input type="checkbox"/> Residential Rental Property <input type="checkbox"/> Other (Please specify _____) No: <input type="checkbox"/>
Please identify the address and Block and Lot number of all property that you own in Allegheny County. <i>Including property owned individually, jointly, or owned by any entity (LLC, corporation, partnership, etc.) in which you have an interest.</i>	111-A-2234, 122 Main St, Wilkinsburg, PA 15221

¹ If the applicant is an entity, a request for additional information will follow.

SECTION 3: REUSE/DEVELOPMENT PLAN

Type of Application	<input checked="" type="checkbox"/> Side Yard to Primary Residence <input type="checkbox"/> Demolition of Blighted Structure <input type="checkbox"/> Rehabilitation of Blighted Structure <input type="checkbox"/> Other
Please describe the current condition of the property.	Poor/Fair/Good/Excellent
How will you use the property (ex. side yard, residential rental property, etc.)? Please be specific. ¹	I will plant a garden and cut the grass.
If you own abutting property, how does your proposed re-use relate to that property?	It will serve as an extension of my residence and current yard.
Describe any changes or improvements you will make to the condition of the property. Please be specific. ¹ <i>If the property has or will have a structure on it, you must also submit all information outlined in the attached Parcels with Existing/Future Structures Policy.</i>	I will remove weeds and overgrowth, and plant grass. I will complete all work myself.
What are the estimated costs of these improvements? ²	\$ 1500

¹ Applicants are responsible for ensuring that their plan adheres to all local zoning, property maintenance, and building code requirements and should contact the municipality in advance to determine the applicable requirements. Applicants may be required to provide information about these requirements as part of the application process.

² Depending upon the applicant's proposed plan, applicants may be required to submit supplemental information, such as bids or quotes, schematic plans, and information about relevant experience.

EXAMPLE OF COMPLETED APPLICATION (PG. 3)

SECTION 4: ESTIMATED PURCHASE PRICE^{1,2}

(The purpose of this section is to ensure that applicants fully understand the pricing structure of the Program. Amounts listed in the section will be estimates only, and will not determine the actual costs of property acquisition. Please refer to the attached "Products and Pricing Structure".)

Applicant's Share of Appraised Value <ul style="list-style-type: none"> Side Yard Abutting Applicant's Primary Residence: 50% of appraised value Demolition of Blighted Structure: 100% of appraised value Rehabilitation of Blighted Structure: 100% of appraised value All Other Applications: 100% of appraised value Estimate the applicant's share of the appraised value based upon information such as recent comparable sales, the current assessed value of the property, etc.	600 \$
Good Faith Deposit \$181.75 or 10 percent of the estimated appraised value of the property for properties valued over \$2,000.00	181.75 \$
Parcel Fee <ul style="list-style-type: none"> Side Yard Abutting Applicant's Primary Residence: WAIVED Demolition of Blighted Structure: WAIVED Rehabilitation of Blighted Structure: \$1,400.00 All Other Applications: \$3,000.00 	0 \$
Closing Costs Average of \$500.00	\$ 500.00
Estimated Total Purchase Price	\$1281.75

¹ The Pricing Structure is subject to the availability of funding.

² Applicants may elect to purchase title insurance at an additional cost.

SECTION 5: FINANCING

How will you fund the purchase of the property and implementation of your reuse plan (e.g. personal funds, line of credit, etc.)? Please attach documentation of sufficient funds.	Personal Checking Account
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I hereby attest that the above written information is true and correct to the best of my knowledge. I have received, reviewed, and understand the Allegheny County Vacant Property Recovery Program's "Applicant Eligibility Requirements," "Property Eligibility Requirements," "Timeline for Payment and Acquisition," "Products and Pricing Structure," and "Parcels with Existing/Future Structures Policy," and agree to abide by these policies. I understand that failure to submit all required information may result in the termination of my application. I understand that the Redevelopment Authority of Allegheny County (RAAC) may share my application materials and information pertaining to my application as part of the review and approval process.

I understand that my application will be considered for participation in the Allegheny County Vacant Property Recovery Program, but there is no guarantee of acceptance into the Program. The approval of an application and the acquisition and transfer of a property is at all times at the sole discretion of RAAC and the Program. Neither RAAC nor the Program guarantees the acquisition and/or transfer of any property.

11/4/2021	John Doe <small>Digitally signed by John Doe Date: 2021.11.04 14:03:08 +0430</small>	John Doe
Date	Signature	Print Name
Date	Signature	Print Name

EXAMPLE OF COMPLETED APPLICATION (PG. 4)

ALLEGHENY COUNTY VACANT PROPERTY RECOVERY PROGRAM

CONFLICT OF INTEREST FORM

All applicants requesting participation in an Allegheny County Economic Development (ACED) or Redevelopment Authority of Allegheny County (RAAC) program are requested to disclose whether they or any of their relatives are one or more of the following:

1. An employee of Allegheny County;
2. An elected or appointed official at the local, county, state or federal level; and/or
3. A person who has a personal financial interest or benefit and/or has decision-making ability that could influence the outcome of any application.

If one or all of these categories applies, a formal Conflict of Interest waiver must be obtained from the appropriate party. If the source of funding for your participation in an ACED/RAAC program is the U. S. Department of Housing and Urban Development (HUD), then a formal Conflict of Interest waiver must be submitted to HUD for approval.

APPLICANT INSTRUCTIONS: Please read all of the sections below and complete all sections as applicable to each applicant. More than one section may apply. Please sign the bottom of the form.

Check the appropriate box for each category			Category
I am*	I am related to*	I am not nor am I related to	
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	An Allegheny County Employee
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	An Elected or Appointed Official
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	A person who has a personal financial interest or benefit and/or has decision-making ability that could influence the outcome of any application.

* If you checked anything in the "I am" and/or the "I am related to" Category above, please provide the following information regarding this relation (attach additional pages as necessary):

Name	Title	Organization/Department	Relationship to Applicant

I/we acknowledge and agree that any misrepresentation contained in this Conflict of Interest Disclosure may result in the cancellation of my application for acquisition assistance or, if the misrepresentation is discovered after the acquisition assistance has been granted, I/we may be required to repay the entire amount of acquisition assistance upon demand.

John Doe	John Doe <small>Digitally signed by John Doe Date: 2021.11.04 14:04:54 -0400</small>	11/4/2021
Applicant Name (Printed)	Applicant Signature	Date
Co-Applicant Name (Printed)	Co-Applicant Signature	Date
123 Main Street	111-A-2233	Wilkinsburg
Address (Property applied for)	Block/Lot	Municipality

In addition, the applicant(s) have completed all required Municipal Conflict of Interest processes and it has been determined that no Conflict of Interest exists. Copies of such documentation will be made available to ACED/RAAC upon request.

Municipal Official Name (Printed)	Municipal Official Signature	Date
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EXAMPLE OF COMPLETED APPLICATION (PICTURES)



EXAMPLE OF COMPLETED APPLICATION (BANK STATEMENT)



Statement Ending 09/21/2018

Page 1 of 4

RETURN SERVICE REQUESTED

John Doe
123 Main Street
Baltimore, MD 21224

Managing Your Accounts

- Primary Branch: Canton
- Phone Number: 443-573-4800
- Online Banking: HowardBank.com
- Telephone Banking: 1-877-527-2703
- Mailing Address: 3301 Boston Street, Baltimore, MD 21224

Summary of Accounts

Account Type	Account Number	Ending Balance
HOWARD RELATIONSHIP CHECKING	XXXXXXXX4101	\$5,684.22

HOWARD RELATIONSHIP CHECKING-XXXXXXXX4101

Primary Checking

Account Summary

Date	Description	Amount
09/01/2018	Beginning Balance	\$18,805.47
	3 Credit(s) This Period	\$4,293.20
	20 Debit(s) This Period	\$17,414.45
09/21/2018	Ending Balance	\$5,684.22

Account Activity

Post Date	Description	Debits	Credits	Balance
09/01/2018	Beginning Balance			\$18,805.47
09/04/2018	Signature POS Debit 09/02 MD BALTIMORE GIANT FOOD INC SEQ# 071582	\$57.48		\$18,747.99
09/04/2018	Nationstar dba Mr Cooper XXXXXX6179	\$1,989.60		\$16,758.39
09/05/2018	HMS WARRANTY 8002473680 5829389	\$42.99		\$16,715.40
09/05/2018	SAMS CLUB MC ONLINE PMT CKF426104254POS	\$4,671.42		\$12,043.98
09/05/2018	DISCOVER BANK ETRANSFER	\$8,212.00		\$3,831.98
09/06/2018	BLTMORE GAS ELEC ONLINE PMT	\$160.75		\$3,671.23
09/06/2018	AMAZON	\$170.00		\$3,501.23
09/06/2018	DEVONSHIRE II CO CONS CP BC5198	\$195.00		\$3,306.23
09/07/2018	DEPOSIT		\$653.25	\$3,959.48
09/07/2018	TARGET ONLINE PMT	\$88.59		\$3,870.89
09/10/2018	ATM Withdrawal 09/07 MD BALTIMORE 10101	\$180.00		\$3,690.89
09/10/2018	PHILDELPHIA RD SEQ# 008838			
09/10/2018	Signature POS Debit 09/08 MD BALTIMORE GIANT FOOD	\$70.11		\$3,620.78
09/10/2018	L A FITNESS	\$12.98		\$3,607.80
09/11/2018	AT&T MOBILITY ONLINE PMT	\$116.22		\$3,491.58
09/14/2018	DEPOSIT		\$606.62	\$4,098.20
09/14/2018	DIRECT DEP		\$3,033.33	\$7,131.53
09/14/2018	Signature POS Debit 09/13 MD BALTIMORE GIANT	\$19.86		\$7,111.67
09/17/2018	ATM Withdrawal 09/15 WV INWOOD MARTINSBURG-INWOOD	\$400.00		\$6,711.67
09/17/2018	Signature POS Debit 09/16 MD BALTIMORE GIANT	\$14.06		\$6,697.61



EXAMPLE OF COMPLETED APPLICATION (REHAB PLAN FOR STRUCTURES)

Revised Projected Budget for

██████████
Wilkinsburg, PA 15221

As of (1/2/2015)

1.) Project Costs:

Project for Rehabilitation	Contractor	Cost
Replacement of Water Line within premises	Linwood Starkey (certified plumber)	\$2,000.00
Repair damaged drywall		\$1,500.00
Repair & upgrade electric	Stahl Electric	\$2,100.00
Replace damaged Windows	Metropolitan Window Company	\$1,350.00
Clean out property	A-1 dumpster company	\$500.00
Landscaping and yard clean up.	Myself.	\$0.00
Repair Front Porch Roof, gutters, fascia, railings, and ceiling	Oscar Roofing Company	\$2,200.00
Repair damaged soffit and fascia	Oscar Roofing Company	\$500.00
Point the Chimney	T.D. Brick Pointing, LLC	\$500.00
Repair the Gutter	Oscar Roofing Company	\$500.00
Replace all entry doors including screen doors.	Myself	\$1,000.00
Garage to be demolished and hauled away	T.D. Brick Pointing, LLC	\$1,500.00
New Furnace and including new ductwork throughout house	Stahl Heating and Cooling	\$5,000.00
Paint interior of property (supplies)	Myself	\$500.00
New water heater and installation	Linwood Starkey (certified plumber)	\$500.00

Carpeting to be removed.	Myself	\$0.00
Installation of smoke alarms, carbon monoxide detectors, and fire extinguishers.	Myself	\$250.00
New appliances including, stove, refrigerator, dishwasher.	Sears	\$1,500.00
Clean exterior siding	Myself	\$200.00
	TOTAL	\$21,600.00

- 2.) Financing: Funds are available via my personal savings and my business accounts.
- 3.) Experience: Over the last 10 years I personally have participated in 4 major renovation projects including both my residential property and others. Additionally, I have practiced as a property law attorney for the last 12 years and am therefore familiar with the local zoning code and ordinance requirements. Prior to becoming an attorney I had worked as an interior residential home painter, day laborer, carpenter, and landscaper. I believe I have all of the necessary skills to repair and rehabilitate the aforementioned property and bring it back onto the tax role.

EXAMPLE OF COMPLETED APPLICATION (DEMO PLAN FOR DEMOLITIONS)



Allen Demolition Co. LLC

**4921 Rosetta St
Pittsburgh, Pa. 15224
Office#412-871-0281/Fax#412-871-0282
Cell# 412-871-8442
Detailed Scope of Work**

Quote

Here is the proposal for the removal and disposal of materials located at:

423 Peebles Street Pittsburgh PA 15221

The estimated price is as follows:

- **Securing Permit**
- **Utilities cut**
- **Extermination**
- **Barricade/Fencing**
- **Complete demo and removal of structure**
- **Plumbing capped**
- **Seeding, and leveling of the land**

Allen Demolition is required to engage all agencies necessary to obtain approvals, contractors, barricades, permits and insurance required.

Allen Demolition will also follow up with utility companies to ensure disconnect and meter removal. Before, during, and after pictures are to be taken at the owner's discretion.

Total Cost: \$9,500.00

EXAMPLE OF COMPLETED APPLICATION (AUTHORIZATION FROM THE MUNICIPALITY)



Borough of Wilkinsburg Code Enforcement

Municipal Building
605 Ross Avenue
Wilkinsburg, PA 15221
Phone: (412) 244-2923 • Fax: (412) 244-2922

July 17, 2017

Dear [REDACTED]

This letter will serve as notice to the Allegheny County Economic Development that the property located at [REDACTED] Wilkinsburg, PA 15221 is vacant, dilapidated and in need of being razed. The property is dangerous and adds to severe blight to the Borough of Wilkinsburg

Sincerely,

Eric C. Parrish

Director of Code Enforcement
Building Code Official
Zoning Officer
Fire Code Official
Borough of Wilkinsburg
605 Ross Ave.
Wilkinsburg, PA 15221

Office: 412-244-2969
Cell phone: 412-606-3787
<http://wilkinsburgpa.gov/>

PRICING STRUCTURE IN WILKINSBURG

Pricing Examples	Sideyard	Demolition	Rehab
Applicant's Share of Appraised Value <ul style="list-style-type: none"> Side Yard Abutting Applicant's Primary Residence: 50% of appraised value* Demolition of Blighted Structure: 100% of appraised value* Rehabilitation of Blighted Structure: 100% of appraised value* Standard or All Other Applications: 100% of appraised value 	\$500	\$1,000	\$5,000
Good Faith Deposit \$181.75 or 10 percent of the estimated appraised value of the property for properties valued over \$2,000.00	\$181.75	\$181.75	\$500.00
Parcel Fee <ul style="list-style-type: none"> Side Yard Abutting Applicant's Primary Residence: WAIVED* Demolition of Blighted Structure: WAIVED* Rehabilitation of Blighted Structure: \$1,400.00* Standard Program or All Other Applications: \$3,000.00 	\$0* or \$3,000	\$0* or \$3,000	\$1,400
Closing Costs (Average is \$500.00)	\$500.00	\$500.00	\$500.00
Estimated Total Purchase Price	\$1,181.75 -\$3,681.75	\$1,681.75 -\$4,181.75	\$7,400.00

PROGRAM PROCESS

Process	Typical Timeframe
RAAC pre-screens the application for completeness and eligibility.	Varies depending upon the initial completeness of the application.
Application and property undergo a review and approval process.	Minimum of 4 months.
RAAC sends the applicant a Conditional Agreement of Sale. Applicant returns agreement and payment for the appraised value, good faith deposit, and parcel fee (as applicable).	Varies depending upon how quickly the applicant returns the agreement and payment.
RAAC acquires the property and schedules the closing with the applicant.	Minimum of 6 months.
Total Length of Process:	Minimum of 12-15 months.

AVAILABLE PRODUCTS

Product	Description
Residential Side-Yard	Allows applicants the opportunity to acquire vacant residential lots adjacent to their primary residence, or other owned residence to utilize as side-yards.
Affordable Housing Development	Allows an experienced development organization the opportunity to acquire residential or commercial parcels that are being assembled for the purpose of developing affordable housing.
Community Parcel/Housing for Sale	Allows applicants the opportunity to acquire vacant, tax delinquent lots or structures. The reuse of these parcels varies based on each applicant's development plan.

COMMUNITY PARCEL/HOUSING FOR SALE

Individuals, businesses, nonprofits, and government organizations can acquire vacant lots and structures for development.

Examples of past developments:

- urban farms
- playgrounds
- rental housing
- parking lots in main business districts
- housing to rehabilitate and sell upon completion and inspection.

HOW TO CONTACT US:

VPRP Email: VPRP@AlleghenyCounty.US

Phone: 412-350-1090

Website:

<https://www.alleghenycounty.us/residents/vprp-application.aspx>

Real Estate Portal Mentioned:

<http://www2.alleghenycounty.us/RealEstate/search.aspx>