CITRUS HEIGHTS

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# PROPOSED COMMERCIAL PROPERTY REOCCUPANCY

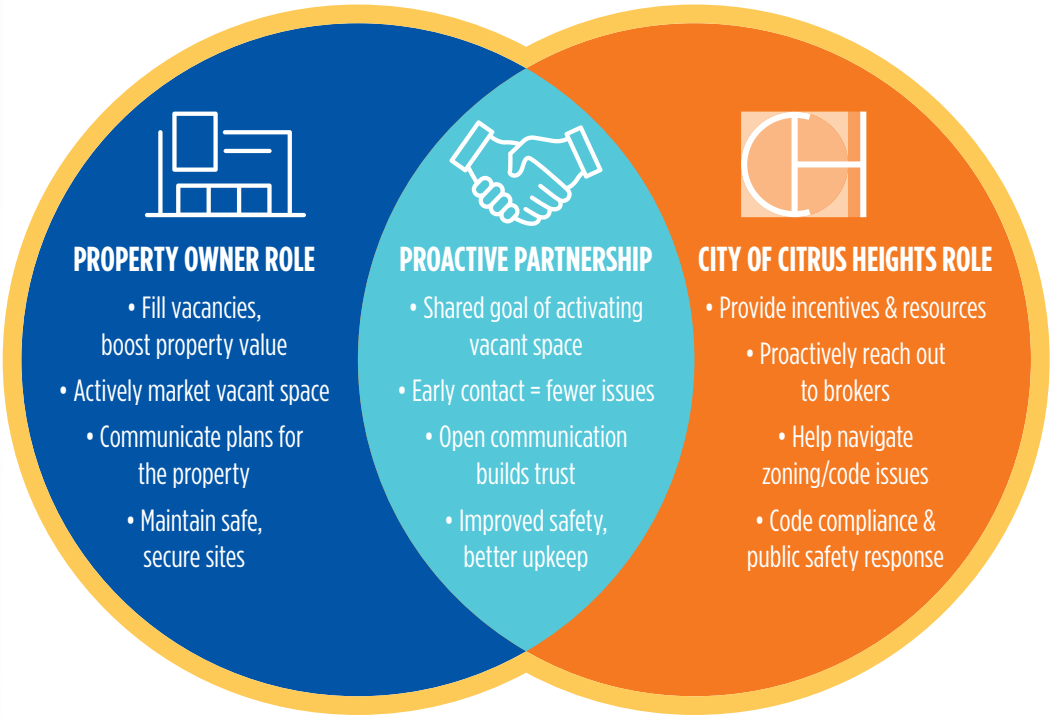
## SUPPORT ORDINANCE SUMMARY

As part of its strategic planning process, the Citrus Heights City Council set an objective for staff to address the growing challenges associated with vacant commercial buildings. Specifically, Council directed staff to bring forward a Vacant Building Ordinance for review and consideration. This objective aims to enable cost recovery, reduce community risk, and encourage the upkeep and reuse of vacant properties—supporting the City's broader goals for economic vitality, public safety, and neighborhood quality.

## PURPOSE

The purpose of the Commercial Property Reoccupancy (CPR) Support Ordinance is to:

- Ensure vacant commercial properties meet minimum property maintenance and safety standards.
- Prevent deterioration and associated public nuisances.
- Encourage proactive reoccupancy and investment in existing commercial structures.
- Promote the long-term health, safety, and economic well-being of the community.





## APPLICABILITY

The ordinance applies to all commercial properties within the City of Citrus Heights that meet the definition of a vacant building, including partially vacant structures and those under foreclosure or significant disrepair.

## BUSINESS SUPPORT TOOLS

To assist property owners in returning buildings to productive use and achieving compliance, the City will provide a Reoccupancy Support Packet at the time of registration. This packet includes:

1. **Maintenance & Compliance Checklist**
   - Clear summary of ordinance requirements related to upkeep, signage, and safety.
2. **CPTED Guidelines**
   - Strategies to reduce crime and nuisance activity through site design, lighting, and maintenance.
3. **City Contact Directory**
   - Key staff contacts from Citrus Heights Police Department, Code Enforcement, Economic Development, Planning & Building and Business Licensing.
4. **Business Reoccupancy & Marketing Resources**
   - Information on available business attraction incentives, permitting support, and how to promote properties through City channels.
5. **Permit & Improvement Resources**
   - Guidance on tenant improvement projects, expedited permitting, and occupancy inspections.

## KEY PROVISIONS

- **Registration Requirement:** Owners must register any commercial building that has been vacant for *60+ days.*
- **Self-Registration:** *Property owners that self-register their vacant property within the 60-day requirement are eligible for waived registration fees.*
- **Prevention:** Prevents vacant buildings from unauthorized access and destruction to ensure easier reoccupancy pathway.
- **Monitoring and Maintenance:** Vacant properties are subject to regular City inspections and must comply with exterior, interior, and security maintenance requirements.
- **Security Requirements:** Alarm systems or approved physical monitoring are required to deter trespass and nuisance activity.
- **Fees:** Registration and annual monitoring fees recover costs of enforcement efforts and are eligible for partial refunds upon reoccupation.
- **Signage:** Vacant buildings must display a visible sign with the owner or property manager's contact information to support transparency and reporting.
- **Refunds:** Monitoring fees may be prorated and refunded if a building is legally reoccupied, subject to inspection and compliance confirmation.
- **Notification:** Property owners must update the City within 10 days of any change in ownership, contact information, or responsible parties.
- **Request for Relief:** Property owners may apply to waive monitoring fees *if the property is well maintained, and has no code cases* in the last 12 months.
- **Exemptions:** Properties with valid planning or building permits and active construction may be exempt from registration requirements.
- **Enforcement:** Noncompliance may result in citations, legal action, or other penalties.

***Note: Italicized language indicates portions of the program that have been updated through incorporation of feedback.***

**This ordinance is designed to be a constructive pathway for getting vacant commercial spaces back into use—safely, quickly, and in alignment with community goals. Through a combination of clear standards, proactive support, and consistent enforcement, the City aims to reduce vacancy-related blight while strengthening local investment.**

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### ADDITIONAL INFORMATION:

For more information or to get updates on Commercial Property Reoccupancy (CPR), visit: CitrusHeights.net/CPR