



Work Order #: _____

**SAN JUAN COUNTY VOLUNTARY PROPERTY CLEAN-UP PROGRAM
HARDSHIP RELIEF ASSISTANCE
APPLICATION**

Date of application: _____
Name of person submitting application: _____

PROPERTY INFORMATION

Property Owner Name: _____
Physical Address (of property to be cleaned-up): _____

DESCRIPTION OF THE CLEAN-UP PROJECT

Describe in detail the property (land, personal property, structures, etc.) you are requesting to be cleaned-up (attach photos if possible):

CONTACT INFORMATION OF LANDOWNER

Mailing Address: _____

Phone # _____ Email Address: _____

INFORMATION OF OCCUPANT (if different from landowner)

Name of Occupant: _____
Mailing Address: _____

Phone # _____ Email Address: _____

JUSTIFICATION

Explain why the property is in need of clean-up (e.g. notified of violation of county ordinance, preparing to sell or lease, personal preference, etc.):

Describe any and all steps you have taken to try to clean-up the property and any progress that has been made before applying for this program:

INCOME/ASSET QUALIFICATIONS

To qualify for services, Applicant must provide income verification documentation (Last year’s W-2, 12 months of pay stubs, or other verifiable income documentation) with this application. To be considered for Hardship Relief Assistance, applicant must also disclose any liquid assets or resources and provide proof of such.

Income and asset qualifications are set by Resolution of the Board of County Commissioners.

Voluntary Clean-up Program: Maximum income 200% of Federal Poverty Level. If the Voluntary Clean-up Program income qualification is met, landfill fees will be charged.

Hardship Relief Assistance: Maximum income 100% of Federal Poverty Level AND maximum liquid assets of \$6,000. If the income/asset qualifications for Hardship Relief Assistance are met, all fees will be waived. To qualify for Hardship Relief Assistance, applicant must provide a statement of need accompanied by proof of all household liquid assets and resources.

The federal poverty guidelines are updated annually, and any changes will automatically be incorporated into this policy.

Federal Poverty Guidelines 2026		
Household Size*	Income Limit Clean-up 200%	Income Limit Hardship Relief 100%
1	\$31,308.00	\$15,660.00
2	\$42,300.00	\$21,156.00
3	\$53,304.00	\$26,652.00
4	\$64,308.00	\$32,160.00
5	\$75,300.00	\$37,656.00
6	\$86,304.00	\$43,152.00
7	\$97,308.00	\$48,660.00
8	\$108,300.00	\$54,156.00
	Add \$10,992 for each additional family member	Add \$5,500 for each additional family member

*Household size defined by U.S. Department of Health and Human Services (HHS) as ... **all people living in a single housing unit or dwelling (house/apartment) who share living space, regardless of relation**

Describe your financial need for assistance with this clean-up project:

Number of family members currently living in the household: _____

Annual household income: _____

Have you received a notice regarding violation of SJC Ord 72 or 73 relating to this property? Yes No

If yes, are you applying for Hardship Relief Assistance? Yes No

If yes, please list all household *liquid* assets or resources and the value of each:

***Submit documentation with application.**

****If you have no liquid assets/resources, please indicate \$0.00 on this chart. If chart is left blank, applicant will not be considered for Hardship Relief Assistance.**

ASSET	VALUE

PROOF OF OWNERSHIP

Applicants applying for removal of mobile homes, RVs, Campers, Boats, etc. must provide proof of ownership (Certificate of Title).

Certificate of Title is attached for each mobile home, RV, Camper, Boat, etc.? yes no

If no, please provide explanation why Title cannot be provided: _____

CLEAN UP COSTS

The Clean-up Program charges for landfill fees only. The Estimated Project Fee Chart below, based on example project costs, is used to establish an estimated fee to be paid PRIOR TO SERVICE. Any funds remaining at the completion of a project are refunded to the payer. The county strives to estimate accurate costs, however, in the event the landfill fees for the clean-up go over the estimated amount, any costs not covered by the estimate are invoiced at the completion of the project and applicant agrees to pay the additional fee.

ESTIMATED PROJECT FEE CHART Calendar year 2026 - \$45 per ton	
Project Size: examples	Escrow Amount
SMALL: RV, small mobile home (pre 1977), trash and debris (20 tons)	\$900.00
MEDIUM: Single wide manufactured home (post 1977), outbuildings (30 tons)	\$1400.00
LARGE: double wide manufactured home with outbuildings	\$2700.00
EXTRA LARGE: Site Built Structure (90 tons)	\$4100.00

Please read each section. By initialing, you certify that you agree to the terms.

_____ I have received and read the San Juan County Property Clean-Up Program and Hardship Relief Assistance Policy and Procedure and I understand and agree to be bound by all terms in that policy.

_____ I certify that the income and asset information included on this form and complete and accurate.

_____ I hereby authorize San Juan County to enter the above-described premises to investigate the conditions of the property and take photos.

_____ I certify that I own or legally occupy the premises and have the authority to permit San Juan County to enter the property and remove items that have been designated for disposal.

_____ I certify that I own the personal property to be removed from the premises or have the right to authorize removal and disposal of the items.

_____ I understand that I must be present or have an authorized representative present when items are removed from the premises for disposal by San Juan County. If I cannot personally be present, I will notify San Juan County in writing of the name of my representative who will be present and act on my behalf.

_____ I hereby release San Juan County, its Elected Officials and employees from and against any claims, suits or demands arising in any way from the forthcoming review process and any clean-up performed, and agree to indemnify San Juan County, its Elected Officials and employees from and against any such claims.

_____ I understand the above costs associated with the Clean-Up Program and agree to pay landfill fees prior to the completion of any work as well as additional costs exceeding original estimate (if applicable) at the completion of the project.

CHECK ONLY ONE OF THE FOLLOWING ITEMS:

- I authorize the use of supervised San Juan County Adult Detention Center inmates to remove the items for disposal.
- I **do not** authorize the use of supervised San Juan County Adult Detention Center inmates to remove the items for disposal. I understand that scheduling for removal of the items for disposal may be delayed if inmate labor cannot be used.

By my signature below I am requesting the above-described clean-up project be considered for Hardship Relief Assistance and/or clean-up by the San Juan County Property Clean-up Program. I understand that the decision regarding my application is at the sole discretion of the County.

Print Name: _____ Signature: _____

Date: _____

For San Juan County Employee Use

Income qualified Y N Hardship Relief Qualified Y N HR Appeal filed with CM Result: Denied Granted

Site Visit Complete Property Appropriate for Clean-up Y N Size of Project Estimated Sm Med Lrg XI

Letter sent: Date _____ Conditionally Accepted Denied Reason: _____

Hazardous Materials Survey Documentation Received Pass Fail

Final Determination: Accepted Denied Reason: _____

Applicant Notified Agreement signed Fees paid Work Order Issued - # _____

Clean Up Complete – Date: _____