



## Hamilton County Landbank Property Acquisition Application Residential Side Lot Program

### Basic Disposition Requirements:

- A. The Applicant must own and reside in the house immediately adjacent to the property for which s/he is applying.
- B. The property must be vacant land or property targeted for demolition.
- C. If the subject property is in an area where we have a neighborhood-based development partner, the Landbank will solicit input from the partner when making its decision.

### Applicant Eligibility:

An applicant must satisfy each of the following requirements. If the Applicant is an entity, then “Applicant” shall include the entity as well as any individual that is a principal or majority shareholder of the entity.

Upon submittal of a complete application, the Applicant will be screened for the following:

- A. The Applicant does not own any real property with outstanding orders for the violation of state and/or local property codes.
- B. The Applicant does not have a history of owning real property in a chronic nuisance state, except if such state may be attributed solely to a prior owner.
- C. The Applicant has not been the subject of criminal/civil prosecution for property maintenance code infractions within the last five years.
- D. The Applicant does not own real property that is in a tax delinquent status.
- E. The Applicant was not the owner of real property on which any foreclosure filing has been commenced within the last five years.
- F. The Applicant is a resident of Hamilton County or, alternatively, the Applicant has designated a local agent authorized to accept service of process on behalf of the Applicant.
- G. If the Applicant is an entity, then the entity is properly registered with the State of Ohio.

### General Terms of Sale:

- A. Purchase Price: This will be based off the Price shown on the Landbank’s website for each property. These prices were developed using market research as well as analysis of each property’s viability for redevelopment and considers the total investment made by the Landbank to date. All prices are preliminary and subject to change. Final Sale price will be determined based on proposed use, location, surrounding property values, condition of the property, and proposed project timeline.
- B. Redevelopment Terms: All purchasers are required to incorporate the vacant lot into the purchaser’s adjacent property. This may include installing a fence, landscaping the property, or seeding a lawn.
- C. After the transaction, purchasers may not sell the vacant lot separate from the adjoining property.
- D. Maintenance: The purchaser must agree to maintain the lot attractively.
- E. Property Taxes: The purchaser must agree to timely pay all property taxes that become due after the transfer.
- F. The purchaser must keep the lot for a required minimum of 5 years.
- G. The purchaser agrees to accept the property *as is* in its condition at the time of sale.



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**A. APPLICANT INFORMATION**

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1. Applicant Name: \_\_\_\_\_

Contact person, if applicant is a company or non-profit: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Which property are you applying for?

Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

3. If your application is approved, what name(s) do you want on the deed?

\_\_\_\_\_

4. Please list the address and/or parcel numbers of all property in Hamilton County that the Applicant currently owns or has owned in the last three years:

_____	_____
_____	_____
_____	_____

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**B. SIDE LOT PROGRAM**

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Tell us about how you would like to incorporate this vacant lot into your existing property:

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Hamilton County  
Landbank

**The undersigned agrees to the required terms of this application and attests that this application is submitted with proper authority and the information contained herein is true, accurate and complete.**

Applicant:

\_\_\_\_\_

Print or Type Name

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

**Submission:**

Please send completed applications to the HCLRC at [applications@cincinnatiport.org](mailto:applications@cincinnatiport.org) OR via mail to:  
Hamilton County Land Reutilization Corporation, Attn: Applications, 3 East 4<sup>th</sup> Street, Suite 300,  
Cincinnati, OH 45202.