

## IMPORTANT INFORMATION FOR ALL LAND BANK APPLICANTS

The purpose of the City of Cleveland's Land Reutilization Program, commonly referred to as the "Land Bank Program"; is to acquire vacant and abandoned tax delinquent property and to market the property to individuals, developers and non-profit organizations for redevelopment.

The City receives property into the Land Bank Program by taking possession of vacant land through the Cuyahoga County Sheriff tax foreclosure sales; the Cuyahoga County Auditor forfeited land sales and gift-in-lieu-of foreclosure donations. The City is required to dispose of the property in accordance with Section 5722.07 of the Ohio Revised Code.

To ensure success of the Land reutilization Program, the City of Cleveland has developed the following policies to guide all Land Bank sales.

### LAND BANK POLICY

**Non-Buildable Parcels:** (Lots measuring less than 4,800 square feet or 40' X 120')

To purchase a Land Bank lot for yard expansion, the requested lot must be adjacent to the applicant's property. In making application to purchase a Land Bank lot for yard expansion, the applicant agrees to the following:

- 1) To maintain the applicant property and the Land Bank property in a decent, safe and sanitary manner. This includes, but is not limited to keeping the property free and clear of debris and weeds.
- 2) To pay all real estate property taxes and assessments on both the applicant's and Land Bank property; and,
- 3) To obtain any and all necessary approvals from the City before erecting any permanent structures on the property (i.e. garage, fencing, paving, etc.).

**Buildable Parcels:** (Lots measuring 4,800 square feet or 40' x 120')

In making application to purchase a Land Bank lot for development purposes such as constructing a new home, garage or business; expansion of a present business; or installing a parking lot, etc. the applicant agrees to the following:

- 1) All proposed new construction shall comply with local building and housing codes and current zoning regulations;
- 2) All proposed new construction shall be submitted for design approval to the Department of Community Development and the Planning Commission; and,
- 3) Construction shall commence within 90 days upon taking title to the property. Completion shall occur within 18 months of that date.

**Upon receipt of a fully completed Land Bank application, the Division of Neighborhood Development agrees to:**

- 1) Evaluate each application to determine the best use of the Land Bank lot with preference given to residential and economic development activities;
- 2) Process the application in a timely manner including but not limited to notifying the councilperson, adjacent land owners, the local Neighborhood Advisory Committee (NAC) and city staff (including the Neighborhood Planner, the Housing /Construction Office and the City Planning Commission of the ending request; and,
- 3) Upon approval of the application, prepare all documentation, including legislation, if necessary, and deeds to convey the property.

**All requests to acquire a Land Bank lot must be presented on an official Land Bank Application. Applications can be obtained through the Department of Community Development Division of Neighborhood Development, City Hall 601 Lakeside Avenue, Room 325 (216) 664-4126. Or, applications can be downloaded from this site under the “Forms” Link. Approval of applications will be subject to the policies set forth in this document, and review by the City Administration and respective councilperson.**

The value of a Land Bank lot, which is determined by the City of Cleveland's Board of Control, is generally established as follows:

- 1) Non-buildable lots are sold for \$1.00 plus recording costs of \$25.00.
- 2) Buildable lots for yard expansion are sold for \$10.00 per front foot plus recording costs of \$25.00.
- 3) Buildable lots requested for new housing construction are sold for \$100 plus recording costs of \$50.00.
- 4) Property requested for commercial use will require an appraisal to determine the sales price.

If the applicant is unable to meet these guidelines, they must inform the City in writing upon submission of the Land Bank Application. The City reserves the right to review the proposed use for the Land Bank lot and the merits of the application.