

# CITY OF LIMA, OHIO-LAND REUTILIZATION PROGRAM

Thank you for your interest in purchasing a property from the city of Lima's Land Acquisition and Neighborhood Development (LAND) Reutilization Program.

The LAND Program was authorized by Ordinance 13-00 on January 23, 2000 and subsequently amended by Ordinance 143-05 on July 25, 2005 and is authorized by ORC 5722. The purpose of the LAND Program is to take tax delinquent "non-productive" lands within the corporation limits and return them to a tax generating status.

It is important that your application is complete and that you understand the requirements associated with LAND Bank properties. Please read this application carefully and acknowledge each of the items below by placing a checkmark (✓) in the box next to each item.

Our staff is available to assist with this application. Should you have any questions, please do not hesitate to contact us at 419-228-5462 ext. 5935 or via email at [Phil.Downing@cityhall.lima.oh.us](mailto:Phil.Downing@cityhall.lima.oh.us), or by mail at LAND Program Administrator, City Hall, 50 Town Square, Lima, Ohio 45801.

- I understand that back taxes, outstanding code violations or unresolved foreclosures on any other property I own would mean that my application or purchase cannot proceed until such time as those issues are resolved.
- I understand that all LAND Bank properties are sold in "as is" condition and no warranties are made regarding property condition.
- I understand that the purchase price for side-lots is \$355.00, plus a recording fee of \$28.50, for total cost of \$383.50.
- The Buyer, at its sole discretion, may incur certain additional closing costs associated with the purchase of a property that may include, but not be limited to:
  - Buyer's Attorney's fees
  - Surveys
  - Title insurance
  - Inspections, reports or testing requested by the buyer
- I understand the aforementioned fees, taxes and other costs of closing will be included on a statement of sale for my review prior to closing. The projected fees, taxes and other closing costs are good faith estimates and are subject to change at closing.

*Example: Purchaser shall receive a HUD-1 closing statement for their review. All fees, taxes and other costs that are their responsibility will be listed on the closing statement. Any discrepancies need to be addressed by the purchaser prior to closing.*

- I understand that Lot Consolidation will be required, meaning that the acquired side-lot properties must be merged with property already owned by the applicant.

*Example: Purchaser must complete the Property Consolidation Form and agree to parcel combination in the Conditional Purchase Agreement. This form will be filed with the Allen County Tax Map Department as part of the application process by the LAND program. This ensures that*

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*properties are not purchased for speculative purposes and that properties will be returned to active use in a timely manner.*

- I understand that a mortgage may be filed requiring the buyer to comply with certain project timelines, generally as presented by the applicant in their application or as defined by the Committee.

*Example: An applicant states that they plan to erect a privacy fence, and grade and seed the lot within six (6) months. The plan and timeline will be included in the Conditional Purchase Agreement.*

I, \_\_\_\_\_, have read and understand the above information.

\_\_\_\_\_  
Signature (Applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Co-Applicant)

\_\_\_\_\_  
Date

# CITY OF LIMA, OHIO-LAND REUTILIZATION PROGRAM

## RESIDENTIAL "SIDE LOT" PURCHASE APPLICATION

### I. PURCHASER

Applicant:

Printed Name

Application Date

Street Address (no PO Box)

City

State

Zip

Phone No.

Email Address

Co-Applicant:

Printed Name

Application Date

Street Address (no PO Box)

City

State

Zip

Phone No.

Email Address

### II. PROPERTY

List the address and Permanent Parcel number of the property you are interested in purchasing and the intended use.

Street Address (no PO Box)

City

State

Zip

Permanent Parcel Number

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ . \_\_\_\_\_

(The parcel number may be obtained from the Allen County Auditor's website at

<http://allencountyohpropertytax.com/home.aspx>

### III. PLAN

Describe what you plan to do with the lot. Attach a separate sheet(s) with a written description and sketch of the proposed use of the lot.

Check the appropriate boxes for the side lot plan:

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- Fence
- Landscaping
- Garden
- Driveway
- Deck/Patio
- Garage
- Other (explain) \_\_\_\_\_

## IV. ATTACHMENTS

1. Income Tax Certification-Applicants must be in good standing with the city of Lima’s Income Tax Department. Complete the attached Tax Certification Form and return with this application.
2. Copy of the applicant’s photo ID
3. \$25.00 application fee payable to: City of Lima LAND Reutilization Program. We only accept checks and money orders.

## V. SIGNATURE

I/We understand that this application is the beginning of the process and further documentation and review may be required. The submittal of this application does not guarantee transfer of property; all sales are subject to approval by the City of Lima LAND Reutilization Committee and the Mayor.

\_\_\_\_\_  
Signature (Applicant) \_\_\_\_\_  
Date

\_\_\_\_\_  
Name (typed or printed)

\_\_\_\_\_  
Signature (Co-Applicant) \_\_\_\_\_  
Date

\_\_\_\_\_  
Name (typed or printed)

# CITY OF LIMA, OHIO-LAND REUTILIZATION PROGRAM

## PROPERTY BUDGET FORM

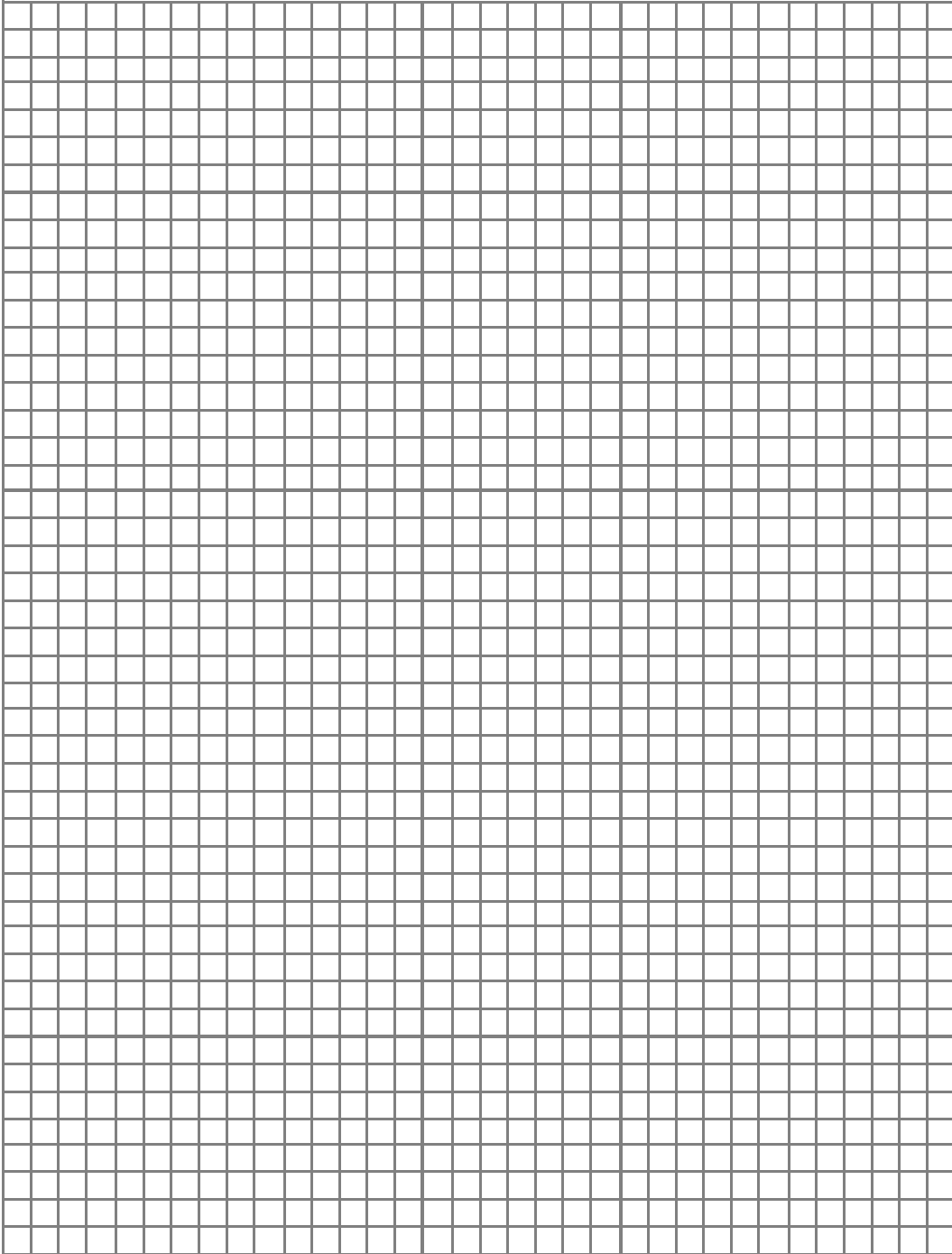
<b>Cost of Property</b>	\$ 355.00	<b>Financing (provide details if applicable)</b>
_____	\$	
_____	\$	
_____	\$	
_____	\$	
<b>Total Renovation Costs</b>	\$	Financial Institution _____
<b>Closing Costs</b>	_____	Loan Amount \$ _____
Recording Fees	\$ 28.50	Terms of Interest Rate _____ # Years _____
<b>Total Closing Costs</b>	\$	Loan _____
<b>Total Project Costs</b>	\$	Loan Type _____
Expected timeline for project completion:	_____	(FHA Rehabilitation, 203K, etc.)
	_____	Other sources of funds to be used in this transaction
	_____	(please be specific):
	_____	
Signature	_____	Date

# CITY OF LIMA, OHIO-LAND REUTILIZATION PROGRAM

## Site Plan/Layout

Name :

Date :



Grid is not perfectly square

http://www.venred2.com/Files/Template/Graph-paper.html

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# CITY OF LIMA, OHIO-LAND REUTILIZATION PROGRAM



## Department of Community Development Lima LAND Program City Income Tax Information Form

### **INTERESTED PARTY INFORMATION**

- If purchasing as an individual, complete section I.
- If purchasing as a corporation, non-profit, LLC or other entity, complete section II.
- If purchasing as a non-profit organization, complete section III.

#### **I. APPLICANT/INDIVIDUAL**

Name: \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Employer: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

Spouse Name: \_\_\_\_\_

SSN: \_\_\_\_\_ DOB \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_

Employer: \_\_\_\_\_

Spouse Signature: \_\_\_\_\_

#### **II. APPLICANT/CORPORATION or LLC**

Name of Company: \_\_\_\_\_

Owner/Members Names: \_\_\_\_\_  
(Please attach listing of owners or members)

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

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EIN #: \_\_\_\_\_

Signature of authorized owner or member:

\_\_\_\_\_

### III. APPLICANT/NONPROFIT

Name of Non-profit organization: \_\_\_\_\_

Board Members (Please attach board member list and 501c3 IRS certification letter):

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

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone #: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

EIN #: \_\_\_\_\_

Signature of authorized executive or board member:

\_\_\_\_\_

**Please direct any questions to the LAND program at 419-228-5462 ext. 5935**

**(For city use ONLY):**

### CITY OF LIMA INCOME TAX DEPARTMENT

Approved \_\_\_\_\_

Rejected \_\_\_\_\_

Taxation Supervisor: \_\_\_\_\_

Date of review: \_\_\_\_/\_\_\_\_/\_\_\_\_

Return This Form To:

Department of Community Development  
50 Town Square  
Lima OH 45801  
Attn: Lima LAND Program