



## **Beloit Land Bank Application**

### **Requirements for Applicants**

The applicant will meet following conditions prior to purchasing land bank property:

1. The applicant will not have any delinquent property taxes, City utilities, or City fines. For this purpose, payment plans with the City of Beloit or Mitchell County shall be considered delinquent.
2. The applicant must not have a history of Codes violations which is defined as 2 code violations in 1 year or 4 violations in 3 years.
3. The applicant will not have a history of tax or mortgage foreclosures.
4. The applicant for property development will also meet the following qualifications:
  - a. Prior experience developing or managing housing
  - b. Adequate plan for development
  - c. Demonstrated financial health

### **Land Bank Disposition Procedures**

The BLB may sell property and set terms and conditions deemed necessary or appropriate for the best reutilization of the property. These conditions include but are not limited to:

1. No competitive bidding will be required; the BLB reserves the right to set a minimum bid.
2. To purchase a property, interested party will make an application to BLB;
3. The BLB Board will make recommendations, with input from City Staff, regarding collecting or forgiving Special Assessments on Land Bank properties;
4. A Quitclaim Deed will be issued to the buyer;
5. The deed to property may be conveyed with Special Covenants from the BLB.

### **Property Classification**

Properties accepted by the BLB will fit in the following classifications:

1. Properties with Structures
  - a. Properties can be sold "as-is" for fair market value
  - b. Properties with dilapidated structures requiring demolition
  - c. All properties must be vacant at time of transfer, the BLB will not be a landlord
2. Vacant Buildable Lots

- a. Property will be marketed for infill housing projects
  - b. Properties available for play areas, community gardens, or other temporary public use
  - c. Properties that may be for sale to adjacent landowners
3. Vacant non-buildable lots
- a. Properties not meeting City Zoning requirements for developments
  - b. Priority given to sale to adjacent landowners
  - c. Property utilized for long-term play areas, community gardens, or other public use

**Please see the Land Bank Policies & Procedures Guide for additional information.**

**A) APPLICANT INFORMATION:**

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

2. Address: \_\_\_\_\_

\_\_\_\_\_

3. Telephone: \_\_\_\_\_

4. Email: \_\_\_\_\_

5. List properties owned in Mitchell County: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

6. Spouse's name (if applicable): \_\_\_\_\_

7. Business or Corporation Name: \_\_\_\_\_

8. List any code violations on property owned by applicant in the last 3 years: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. List any delinquent taxes, fees, or licenses in Mitchell County: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**B) PROPOSED PURCHASE INFORMATION:**

1. Address of Property: \_\_\_\_\_

2. Classification:

- Property with Structure
- Buildable Lot
- Nonbuildable Lot

3. Type of Proposed Ownership:

- Individual
- Business
- Non-Profit
- Other: \_\_\_\_\_

4. Proposed Use of Property:

- Construction/Rehabilitation of Residential Structure (*Go to Section C*)
- Parking, Garage, Home Addition, Storage or Other Use (*Got to Section C*)
- Yard Extension; No Construction (*Go to Section D*)

**C) PROJECT INFORMATION**

1. Identify intended use: \_\_\_\_\_

2. Does intended use comply with current zoning? (Contact Codes Department) \_\_\_\_\_

3. Intended Project Timeline:

Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

4. Provide Supporting Documentation:

- Evidence of project financing, such as Letter of Credit or Bank Preapproval
- Floor Plan (including square footage), Front Elevation (indicating type and color of finished materials), and Site Plan (showing setbacks to property line)
- If Rehabilitation Project, attach Scope of Work

**D) NON-CONSTRUCTION USE:**

1. Describe the intended use and attach drawings if they will aid in understanding proposed use:

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**E) ADDITIONAL COMMENTS AND/OR EXPLANATIONS:**

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**Purchase Price Offer: \$**\_\_\_\_\_

*Note: Incomplete application will not be considered and will be returned to the sender.*

As the applicant, I attest that the information in this proposal is accurate. I attest that I have read the Land Bank policy and agree to the terms and conditions of it. I understand that the Land Bank Board of Trustees reserves the right to reject any proposal without cause.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed form to City Hall, 119 N. Hersey Ave., Beloit, KS 67420 or

Email to Jason Rabe at [jrabe@beloitks.org](mailto:jrabe@beloitks.org)