



## Land Donations

The Beloit Land Bank Board will only accept donated property that will advance the goals of the Beloit Land Bank. The Board has the right to accept or reject any and all donation requests.

**The following conditions may be considered:**

1. The property owner does not have the resources to properly care for the property or to comply with orders to correct code violations present, and evidence of hardship has been presented.
2. The property is in an area targeted for redevelopment efforts or in a neighborhood with a large number of existing Beloit Land Bank properties.
3. There is a written agreement with an owner of an adjoining property to purchase the property from the Beloit Land Bank.
4. The City (or another entity) has agreed to fund the demolition of structure(s) on property.
5. Property with adverse environmental conditions or maintenance requirements will not be accepted without a satisfactory plan and funding in place for remediation as determined by City staff.
6. City will require donated land to have clear and marketable title.
7. Occupied property may not be accepted as a donation.
8. Beloit Land Bank Board and City staff shall not determine donation value for the purpose of tax benefits.

***The Beloit Land Bank Board reserves absolute right to accept or reject any and all donation requests.***

# Beloit Land Bank Donation Form

A property owner who desires to donate property to the Beloit Land Bank should complete this form and submit it to the City Manager at: [jrabe@beloitks.org](mailto:jrabe@beloitks.org) or by mail at 119 N. Hersey Ave., Beloit, KS 67420.

The City Manager will review the information and may contact the property owner to gain additional details, if necessary. The City Manager will bring the information before the Beloit Land Bank's Board. The Board will determine whether or not the acceptance of the property will further the goals of the Beloit Land Bank.

## OWNER'S INFORMATION

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

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## PROPERTY INFORMATION

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

Structures on Property: Yes  No

Report of any immediate and/or on-going maintenance requirements:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

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

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

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

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# Beloit Land Bank Donation Process Guide

## DONATION PROCESS

1. The donor must complete and submit the Property Donation Form to the City Manager at the City of Beloit.
2. A Demolition Permit is also required if there are structures on the property that are in adilapidated condition, as determined by the City Building Official.
3. City staff will perform a preliminary title review. The BLB may request a Title Commitment for the property from a title agency at the BLB's expense.
4. The City Attorney will review the Title Commitment for any conditions orexceptions on the title. The Land Bank may require additional paperwork to satisfy the Title Commitment.
5. The Land Bank will prepare a deed for signature by the donor when the title is clear.
6. The Land Bank will send the signed deed for recording at the Mitchell County Register of Deeds office, at the BLB's expense.
7. When the recorded deed to the Land Bank is returned, the donor will receive in the mail a copy of that recorded deed.

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***Adopted: December 3<sup>rd</sup>, 2021***