

## **Stark County Land Reutilization Corporation Side Lot Disposition Program**

Vacant unimproved property that the Stark County Land Reutilization Corporation (“Land Bank”) owns or is acquiring is eligible to be purchased through the Side Lot Disposition Program, under the conditions listed below. The transfer of any given parcel of property in the Side Lot Disposition Program is subject to override by higher priorities as established by the Land Bank Board of Directors.

### **Policies and Procedures**

- A. Qualified Properties – parcels of property eligible for inclusion in the Side Lot Disposition Program shall meet the following minimum criteria:
  - 1. The property shall be a vacant unimproved real property, no greater than 15,000 square feet in total size. A property larger than 15,000 square feet may qualify for inclusion in the Vacant Lot Disposition Program.
  - 2. The property shall be physically contiguous to adjacent property with not less than a 50% common boundary line on one side.
  - 3. Initial priority shall be given to the disposition of properties of insufficient size to permit independent development.
  - 4. More than one lot may be transferred to the same owner if all transferred lots are contiguous.
  - 5. Intended use for lot must be disclosed by the intended recipient. Use must comply with any applicable zoning and must be included in approved uses as specified by the city, village or township. The city, village or township will receive notice of each purchase request and intended use.
  - 6. The transfer may include a deed restriction requiring the use of the property to be consistent with the stated use.
  - 7. The Land Bank shall require that the property be combined with the recipient’s contiguous property, when such combination is permitted by the policies of the Stark County Auditor, as a purchase condition at the time of closing.
  
- B. Transferees
  - 1. All transferees must hold title to the contiguous property.
  - 2. The transferee must not own any real property (including both the contiguous lot and all other property located within the county) that is subject to any un-remediated citation of violation of the state and local codes and ordinances.
  - 3. The transferee must not own any real estate (including both the contiguous lot and all other property located within the county) that is tax delinquent.
  - 4. The transferee must not own or have been the prior owner of any corporation, LLC, partnership or any other business enterprise which would not be an eligible transferee under the preceding two paragraphs.

### C. Pricing

1. Properties sold as a side lot to an adjacent owner shall be priced at \$100.00.
2. Application fee may be paid by either check or money order and is refundable if the Land Bank is unable to obtain and transfer the property.

### D. Transfer Procedure

1. The Land Bank will accept applications for Side Lots from property owners who wish to acquire an adjoining property.
2. Utilizing existing property records and available software tools, the Land Bank will work to identify potential side-lot users upon acquisition of side lot eligible property.
3. The Land Bank will attempt to facilitate a transfer of the parcel to a single side-lot owner whenever possible.
4. In the event that multiple adjacent property owners desire to acquire the same side lot, priority will be given as follows:
  - a. to a property owner who resides in a contiguous property
  - b. if both adjoining properties are owner occupied, then
    - i. to the property owner who needs the parcel for a driveway or any other local code compliance issue;
    - ii. to the property owner which, when the contiguous lots are combined, will possess a regularly shaped lot conforming with municipal code;
    - iii. to the owner that has maintained the property;
    - iv. to the owner having the greater contiguous border.
  - c. if not resolved by the criteria indicated above, the property will be divided and transferred among the interested contiguous property owners. To facilitate such a transaction, the adjacent owners may be required to pay the costs of a required survey of the land in order to split the parcel, in addition to the standard consideration. If both parties do not agree to this resolution, the property will be sold to one of the interested parties based on the highest offer.
5. Having identified a side-lot end user or users, the individual(s) so designated by the Board will be authorized to facilitate a transfer of the property without further Board approval.
6. The Land Bank will prepare and provide a quit claim deed for the property and otherwise facilitate closing. The Land Bank will not provide title examination or title insurance.