



City of North Royalton Land Reutilization Program

Application for Acquiring Land Bank Lots

Property Information

1. Permanent Parcel Number: _____
2. Property Address: _____
3. Cuyahoga County Market Value: _____
4. Purchase Offer Amount: _____
5. Intended use:
 - Redevelopment as Single-Family Home
 - Side/Rear Yard
 - Other Development _____

Applicant Information

1. Name of Applicant/s: _____
2. Mailing Address*. _____
Street Address City State Zip Code

*Post Office Boxes are not acceptable as an address.
3. Phone Numbers: _____
4. Email Address: _____
5. List any and all properties currently owned in the City of North Royalton. You may attach additional sheets if necessary: _____

6. Do any of the properties you own have existing Housing or Zoning Code Violations?

YES NO

7. Are property taxes current on all properties you own? YES NO



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Redevelopment Proposal

1. Please list the builder/developer/general contractor who will be in charge of construction.

Contact:

Name of Firm: _____

Address of Firm:

2. Estimated time to complete home after property transfer: _____

3. Please attach a front elevation drawing and/or sketch of the home you propose to build on the lot. Applications without a drawing/sketch will not be considered.

Side/Rear Yard Proposal

1. Do you live adjacent to the City owned lot: YES NO; if not, you are not eligible to acquire the lot.
2. Describe the improvements you plan to make on the City owned lot, or your intended use or benefit to the City (Use additional sheets as needed and attach drawings as appropriate):

How to Submit an Application

Please drop off at the building department or Mail to:

Director of Community Development
11545 Royalton Road
North Royalton, Ohio 44133

**Please include the \$150 application fee made payable to the City of North Royalton.
(Application fee is refundable if your application is not successful.)**



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The City's Application Review Process

1. First review by the Community Development staff to determine that application is complete and meets City requirements,
2. Proposals will be received by Director of Community Development for review and recommendation to City Council.
3. Successful applicants will receive a conditional approval so they can proceed with financing and developing plans,
4. Recommendation will go before City Council for final approval.

Checklist for Applicant

The application must be complete with all necessary attachments to be processed.

The following is a checklist for you to help ensure that you have attached the necessary required documents to the application prior to submission. If you should have any questions, please contact the Director of Community Development at 440-237-5484.

- All questions are answered where applicable
- Non-Collusion affidavit is completed, signed, and notarized
- Application is signed



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I/We acknowledge that we have been advised and understand that:

1. All applications for City owned properties may be reviewed by City Staff, City Council, and City Planning Commission. The City may reject the application altogether or ask for revisions.
2. This application is a statement of interest only. By receiving it, the City does not commit to transfer property,
3. All City owned property is sold 'as is" and no further work will be done to the property by The City of North Royalton.
4. The City of North Royalton does not guarantee the existence of utilities to the property and it will be my/our responsibility to pay for any needed utility hook-ups,
5. The City of North Royalton does not certify that there is no underground debris or materials from prior construction i.e., foundations, basements, etc. The City is not responsible for the removal of anything found under ground during construction
6. I /we will be responsible for all taxes, water charges, waste charges, governmental and private liens and encumbrances, if applicable, and any other taxes that become due from taking title to the property. I/we are responsible for inquiring at the appropriate office to determine the amounts of taxes and charges that will be due.
7. I/we will close on a property sale within 90 days of the City's approval. The City will not transfer the property if this deadline is missed (subject to Force Majeure).
8. Construction, if any, will be completed within 12 months of transfer. If this deadline is missed, the City will issue a penalty equal to the average selling price of comparable lots plus lost interest (subject to Force Majeure). An extension of up to 6 months may be obtained by written notice to the City.
9. I/we agree to all City requirements of submitting documentation and/or any additional information that The City of North Royalton may need for the Completion of the application process.
10. I/we agree that if this application is approved, the property will be maintained and developed in compliance with the completed application,

All information and supporting documentation supplied to The City of North Royalton is accurate to the best of my knowledge and belief. I understand that providing false information may violate Federal, State, and local laws and be punishable and as such will invalidate this application.

Signature of Applicant

Signature of Applicant



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Non-Collusion and Disclosure Affidavit

Personally appeared, _____ who being duly sworn, deposes that.

1. I am over the age of eighteen and I understand the obligation of an Oath.
2. I am that submitted an application to The City of North Royalton for a contract and am acting in my individual capacity.
3. I am fully apprised of the contents of the said application and all pertinent facts and circumstances relative to the same.
4. Such application is genuine and is not collusive or a sham.
5. Neither said individual (including any immediate family) nor any of his/her partners, representatives, affiliates, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other individual to submit a collusive or sham application in connection with the contract for the application has been submitted.
6. The prices/quotes/estimates in the application are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the individual or any of his/her immediate family members, partners, representatives, affiliates, of parties in interest.
7. No City Council Member, elected or appointed official, or North Royalton Employee is directly or indirectly interested in or will benefit financially by the application, is in a position to participate in a decision-making process, or gain inside information about the application.
8. I will disclose on an attached sheet, any immediate family members who are North Royalton employees, Council Members, or elected or appointed officials.

Applicant Name

Date

Personally appeared before me and swore to the truth of the truth of this affidavit, application, and all attachments on _____ 20____

Notary Public