

RETURN TO: Land Bank Center | 845 Parsons Ave., Columbus, OH 43206 or landredevelopmentoffice@columbus.gov

Please do not glue, spiral bind, or staple application or attachments

APPLICATION TO PURCHASE LAND BANK PROPERTY

Use this application for all sales of Land Bank Property. Please fill out the application and include the Addendums that fit the type of project you desire (new construction vs renovation). If you are interested in a Community Garden License, please use the Community Garden License application.

Property Listings:

All available properties are listed for sale on the City's Land Bank website. Each listing will include pictures of the property, purchase price, any application limitation or deadline, and other information. Not all Land Bank properties are available for sale – if a property is not listed, it is not currently for sale. Listings may include additional information on what type of project the City desires for the property, such as owner occupancy, parcels for community gardens, affordable housing, etc.

Main website of the program, including information on how to apply: <https://columbus.gov/landbank>

Property Listings: <https://public-cbus.epropertyplus.com/landmgmtpub/app/base/landing>

Purchase Price and Price Reduction Programs:

Applicants are able to purchase parcels at a value determined by City Staff based on comparable sales in the area. If you believe the Land Bank price is not an accurate reflection of the fair market value, you may submit a comparable valuation from an Appraiser licensed in the State of Ohio.

The Land Bank has two incentive programs which will reduce the sale price by 50%, the Owner Occupancy Incentive Program and Moderately Priced Housing Incentive Programs. Each program will require the buyer to sign a restrictive covenant with additional program requirements. Additional information about these programs are contained in Addendum VI: Owner Occupancy Incentive Program and Addendum VII: Moderately Priced Housing Incentive Program.

Program Requirements and Policies:

- All due diligence necessary to start construction or renovation must be completed prior to closing. Depending on the project, the City may require the applicant to schedule a Preliminary Site Plan Review with the Building and Zoning Department. The review is intended to identify issues, such as zoning, utility connections, and similar items that can make the project unfeasible. Zoning changes or variances must be completed prior to closing and the City can serve as a co-applicant to the zoning application. All financing must be finalized prior to closing.
- The buyer must immediately apply for permits after closing, start construction within 6 months, and complete construction within 12 months from the date of closing. Alternative deadlines may be negotiated for more complex projects, such as a mixed use or commercial development.
- The work must follow the Redevelopment Plan as submitted with the application. Any variation of this plan will require the prior, written approval of the City. Failure to complete the plan in its entirety and as

Please do not glue, spiral bind, or staple application or attachments

submitted with the application may result in the reversion of the property or rejection of all future applications.

- The buyer is required to contact the City at the completion of the Redevelopment Plan and **PRIOR TO OCCUPANCY OR SALE OF PROPERTY** to allow City Staff to physically inspect the work. In addition, the buyer is required to submit pictures of the project.
- If the ownership of the property is reverted for failure to complete the project, the buyer will not be reimbursed for any losses and will be ineligible to purchase any future Land Bank property. To retain eligibility to purchase future properties, the buyer may request to transfer the property back to the City if the project cannot be completed.
- Applicant must read the **General Land Bank Policies**, which includes additional information on the process. These Policies are updated from time to time. Copies can be found online or hard copies are located at The Land Bank Center.
- Many land bank properties are located within Community Reinvestment Areas and may be eligible for Residential Tax Incentives. More information may be found on the Housing Division's website, within the City's Department of Development webpage (<https://www.columbus.gov/Development/>).

By initialing below, I acknowledge that I have read and understand the information provided above and contained in the separate document title General Land Bank Policies.

Initials of applicant

Initials of co-applicant

Please do not glue, spiral bind, or staple application or attachments

APPLICATION TO PURCHASE LAND BANK PROPERTY

Applicant Information

Applicant Name:	
Co-Applicant Name:	
Company/Organization (if applicable):	
Address:	
Phone Number(s):	
E-mail(s):	
Preferred Contact Method*:	<input type="checkbox"/> Phone <input type="checkbox"/> E-mail
Deed Property to Whom**:	
<p>*City may contact you first by e-mail in order to establish a record of communication</p> <p>**If deeded to a business, please provide: certificate of good standing, articles of incorporation or operating agreement, and a resolution authorizing applicant to purchase property. Additionally, please provide the exact business name.</p>	

Contractor Information

Name:	
Company/Organization:	
Address:	
Phone Number(s):	
E-mail(s):	
Website:	
<p>***Additional contractors may be listed on a separate page. All Contractors will need applicable licenses as required by the Columbus Building Code.</p>	

Property Information

Parcel ID:	
Address:	
Land Bank's Listed Price:	
Your Offer Price:	

Please do not glue, spiral bind, or staple application or attachments

Project Information

Project proposal type:	<input type="checkbox"/> New Construction <input type="checkbox"/> Renovation <input type="checkbox"/> Side Yard (the listing comments will state if the parcel is eligible for a side yard application. If the listing comment does not mention this eligibility, we will not accept a side yard application). If you are purchasing a side yard for an Accessory Dwelling Unit or other residential project, fill out new out new construction section. <input type="checkbox"/> Other: (brief explanation) _____ _____
------------------------	---

Residential Projects	
Intended use upon completion:	<input type="checkbox"/> Single-Family Residential <input type="checkbox"/> Two-Family Residential <input type="checkbox"/> Multi-Family Residential; Number of Units: _____ <input type="checkbox"/> Other: (brief explanation) _____ _____
Have you or do you plan to apply for CRA Residential Tax Abatements for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Will Applicant occupy building?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, do you wish to utilize the Owner Occupant Incentive Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No *If yes, complete Addendum VI
If no, what is the intended use:	<input type="checkbox"/> Rental housing owned and managed by applicant <input type="checkbox"/> Sell for homeownership <input type="checkbox"/> Other: (brief explanation) _____ _____
Do you wish to utilize the Moderately Priced Incentive Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No *If yes, complete Addendum VII

Please do not glue, spiral bind, or staple application or attachments

Residential Projects (continued)

If selling, what is the estimated sale price:

If renting, what is the estimated rent (break down by unit type):

Rental: Who will manage the property?

- ☐ Applicant
- ☐ Local management company
- Contact:
Name: _____
- Company: _____
- Address: _____
- Phone: _____
- E-mail: _____

Homeownership: Is the buyer identified at this time and does the applicant have an executed sales contract, term sheet, or is the buyer related to the applicant?

- ☐ Yes
- ☐ No
- If yes, provide more detail in the project narrative (Addendum III)

Commercial Projects

Intended use upon completion:

- ☐ Office
- ☐ Retail/Restaurant
- ☐ Parking for adjacent building
- ☐ Other: (brief explanation) _____
- _____

End user identified for building?

- ☐ Yes, I (we) will operate our business out of the building
- ☐ Yes, I (we) have an end user identified
- ☐ No, I (we) will seek to rent the space to a tenant
- ☐ No, I (we) will seek to sell the building
- ☐ Other: (brief explanation) _____
- _____

Please do not glue, spiral bind, or staple application or attachments

Background Questions

Have you, or any company/organization in which you hold interest, ever failed to pay property taxes on time? If yes, please explain on separate attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you, or any company/organization in which you hold interest, ever received a notice from the City indicating that you are in violation of City Code? If yes, please explain on separate attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you, or any company/organization in which you hold interest, ever had a foreclosure filed or judgment certified against you? If yes, please explain on separate attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you, or any company/organization in which you hold interest, owe any income taxes, mortgage or other debts to the City of Columbus? If yes, please explain on separate attachment	<input type="checkbox"/> Yes <input type="checkbox"/> No
Note: As a part of the review of this application, City Staff will review records from other City Offices (such as Code Enforcement), Courts, and other available records. Failure to honestly answer these questions may result in the rejection of the application.	

Required Addenda & Attachments

Please initial to acknowledge inclusion of the following when attached to this application	
	Addendum I: Proof of Funds & Funding Documentation (Required for all applications)
	Addendum II: Applicant Property List (Required for all applications) _____ Applicant's Property Photos
	Addendum III: Project & Experience Narrative (required for all applications, except side yards)
	Addendum IV: Site Plan & Elevations (Required for new construction projects)
	Addendum V: Rehab Specifications and Lead Safe Notice (Required for the renovation of existing structures)
	Addendum VI: Owner Occupancy Incentive Program (if applicable)
	Addendum VII: Moderately Priced Housing Incentive Program (if applicable)
	Additional Item (if applicable): List of additional Contractors
	Additional Item (if applicable): Information on prior code violations, foreclosures, tax delinquency
	Additional Item (if applicable): Certificate of good standing, articles of incorporation or operating agreement, and a resolution authorizing applicant to purchase property (business or non-profit only)

Signature (Required)

I hereby authorize the Land Redevelopment Division of the City of Columbus to obtain any credit, criminal or other information necessary to 1) determine my ability, or the ability of the party that I represent, to complete the proposed project, and 2) verify the information supplied in this application. All the information that I have provided is accurate to the best of my knowledge.

Furthermore, by signing below, buyer agrees to accept title to the property in its "as is" and "where is" condition, without any warranties or representations by the City, including, without limitation, the property's suitability; habitability; fitness of buyer's intended purposes of the property; environmental site conditions; zoning; adequacy of utility services; warranties of merchantability; or defects in the property's title. Buyer agrees to hold harmless and release the City for all conditions known or unknown to the property.

Applicant signature

Date

Print name

Co-applicant signature

Date

Print name

Addendum I: Proof of Funds

Documentation is required to verify the funding necessary to purchase the property and to complete the renovation. Specifically, the amount of financing and/or statements must equal or exceed the amount contained in the total project costs. This typically includes:

- Letter, line of credit approval, and similar documents from banks or other lending institutions approving any financing proposed for the project. The documents should contain the approved borrower's name, current date (within the last 30 days), loan amount, term, and all requirements of the financing; it should state that the financing can be used for the proposed project.
- Letter from private lender containing the borrower's name, current date (within the last 30 days), loan amount, term, and all requirements of the financing; it should state that the financing can be used for the proposed project. Additionally, documentation is required to verify the funding available to the private lender. This can include a bank statement or letter from their bank, which should contain the account holder's name, current date (within the last 30 days), and account balance or dollar amount available for this project.
- Personal or business bank statements and a letter from the applicant if the applicant proposes to use existing cash. The statement should contain the account holder's name, current date (within the last 30 days), and account balance.
- Specific information on any other proposed source of project funding.
 - i. Has the applicant made application to the City of Columbus, State of Ohio, or other grant/public mortgage program to pay for the costs of this project (including the City of Columbus Homeownership Development Program, Rental Housing Production and Preservation Program, Vacant Property Redevelopment Program, Lead Safe Columbus, or other program managed by the City of Columbus):

☐ Yes ☐ No

If yes, the applicant is required to attach a copy of the funding approval letter or copy of the application.

- ii. Are these grant/public loan funds required to complete the project?

☐ Yes ☐ No

If no, you must explain the reason you are seeking assistance

NOTE: Failure to disclose you are seeking grants or loans from a public entity, including the City of Columbus, State of Ohio, Federal Government, or other public or quasi-public agency may result in the disapproval of this application or an application with the City of Columbus Housing Division. A buyer may not use the inability to obtain an undisclosed grant or loan as a basis for granting an extension to the renovation deadlines. The applicant must receive approval of all grants/public loan programs prior to closing the property with the City of Columbus.

Funding Sources			
Please list the source(s) and total amount available			
Amount	Source	Amount	Source
Amount	Source	Amount	Source
Total Funds Available:			

Addendum II: Applicant Property List

Information on Other Properties Owned by Applicant and Prior Land Bank Purchases

Applicant's Properties: Do you own property? ☐ Yes ☐ No

If yes, on the provided Applicant's Property List form, please list all properties owned by the Applicant and Applicant's affiliated Company/Organization(s) and the following information:

- Acquisition Date. Date property was acquired by the applicant or affiliated entity.
- Land Bank Properties Purchased. Mark "yes" for each property acquired from either the City or County Land Bank Programs.
- Status of Properties Purchased from Land Bank. Mark "yes" for each property the Land Bank completed a close out inspection of the work performed. Mark "no" for each property where the close out inspection has not been performed or where the renovation is not completed. You will be required to provide an update for all properties that are not completed. Please note, uncompleted projects and failure to obtain final inspections by the Land Redevelopment Division may result in the rejection of an application.
- Occupancy Status of Each Property. Mark "yes" for each property legally occupied or "lot" for each parcel that does not have a structure. If you mark "no", please provide a status of the property and submit a redevelopment timeline for each. The City reserves the right to decline the application of any applicant who owns unoccupied properties.
- Tax Delinquency. Please mark each property that is tax delinquent and provide the reason(s) for the delinquency. The City Land Bank will no longer be requiring a printout of the tax payment history from the Franklin County Auditor's website for each property or a copy of a paid receipt from the Treasurer's Office. In lieu of this change, the City staff will do an internal check to make sure no properties owned by the applicant(s) are currently tax delinquent.
- Similar Project. Mark each property renovated by the applicant to the extent and quality of the proposed renovation. City Staff may ask to see the properties marked or inspect the exterior as an example of the applicant's work.
- Photos. If you are a first time applicant with the City Land Bank, please submit current exterior (front & rear) pictures for every structure and vacant lot owned. The photos must include any structure adjacent to the Land Bank lot for which you are applying. However, if you own more than twenty properties, submit pictures of twenty structures you own. The City staff may ask for additional pictures of other properties on the list you submitted. If you have previously applied and submitted pictures within the last year, you are not required to submit new photos unless you have recently purchased new properties since your last application.

Note: The City will perform a verification of the information and any incorrect information may result in the rejection of the application. If you answered yes to any of these categories, please give a brief explanation. Staff may ask for additional information on the status of the property, such as the timeline of renovation, tax payment information, and similar questions.

City of Columbus | Department of Development | Land Redevelopment Division
845 Parsons Ave., Columbus, Ohio 43206

THE CITY OF
COLUMBUS
ANDREW J. GINTHER, MAYOR

DEPARTMENT OF
DEVELOPMENT

[illegible]

Addendum III: Project & Experience Narrative

Please provide a written narrative of the project and your or your team's experience, which should contain:

- Additional information not already requested within this application for the City to consider in reviewing the application
- A description of work to be performed
- Level of renovation
- Explain where cost savings are earned by the buyer performing work or using materials already in his or her possession
- Whether the structure will be retained by buyer or sold after renovation:
 - If the applicant is not the end occupant, please include whether an end homeowner/renter is identified
- Information on the buyer and renovation team:
 - Include at least two examples of past experience on other similar projects completed
 - Include before and after photos for each example of past experience on other similar projects completed

Please use the space below or attach additional sheets as necessary.

Addendum IV: Lead Warning Statement

The Applicant has the opportunity to conduct a risk assessment or inspection for the presence of lead-based paint hazard. Every purchaser of any interest in residential real property on which a residential dwelling was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses particular risk to pregnant women. The seller of any interest in residential real property is required to provide the buyer with any information on lead-based paint hazards from risk assessments or inspection in the seller's possession and notifies the buyer of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to purchase.

The Applicant has read and agreed to adhere to the documents entitled "Renovate Right" and "Protect Your Family" located on the EPA website. If the applicant does not have access to the internet, a paper copy will be provided by request. The web addresses are:

- "Renovate Right" <http://www.epa.gov/lead/pubs/renovaterightbrochure.pdf>
- "Protect Your Family" <http://www.epa.gov/lead/pubs/leadpdf.pdf>

More information about the City of Columbus Lead Safe Program, including grants to test for and abate lead paint hazards, can be found here:

https://www.columbus.gov/development/housing-division/Lead-Safe-Columbus_M/

More information on Federal Healthy Homes and Lead Hazard Control Programs can be found here:

https://www.hud.gov/program_offices/healthy_homes

Signature (Required)

I acknowledge I have read and understand the information above pertaining to the Lead Warning Statement.

Applicant signature

Date

Addendum V: Rehab Specifications Template – Exterior

Categories (add more as needed)	Replace	Repair	No Repair Planned	Detailed Description of Work Indicate if work is a repair to existing or replacement; include type of materials proposed (vinyl siding, clad windows, etc.) or if materials are contributing to the historic character of the building. Provide as much detail as possible. If buyer proposed to perform certain work to save on costs, explain and give estimate of the work's value.	Total Cost Out of pocket expenses plus owner labor	
Exterior	Check boxes that apply				Out of Pocket Expenses	Owner Labor
Windows	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Roof, downspouts, and gutters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Exterior siding, trim	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Chimney, flashing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Exterior Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Driveway, sidewalks, steps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Porch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Landscaping/yard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Total						
Total Out of Pocket and Owner Labor						

Rehab Specifications Template – Interior

Categories (add more as needed)	Replace	Repair	No Repair Planned	Detailed Description of Work Indicate if work is a repair to existing or replacement; include type of materials proposed (ceramic tile floors, granite counters, types of cabinets, etc.) or if materials are contributing to the historic character of the building. Provide as much detail as possible. If buyer proposed to perform certain work to save on costs, explain and give estimate of the work's value.	Total Cost Out of pocket expenses plus owner labor	
Mechanical	Check boxes that apply			Indicate if a total replacement of mechanical systems, new or reuse furnace, a/c, hot water heater, electric box (and type), etc. Some information may be captured in room, such a plumbing fixtures, electric outlets, etc.	Out of Pocket Expenses	Owner Labor
HVAC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Electric, include electric panel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Plumbing, including hot water tank	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Additional categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Kitchen	Check boxes that apply			Indicate if a total gut renovation; reusing or replacing cabinets, counters, flooring, appliances, sinks, faucets, and similar items.	Out of Pocket Expenses	Owner Labor
Cabinets and Countertops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flooring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Walls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Appliances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Sink/fixtures	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Additional categories	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Total						

Rehab Specifications Template – Interior

Categories (add more as needed)	Replace	Repair	No Repair Planned	Detailed Description of Work Indicate if work is a repair to existing or replacement; include type of materials proposed (ceramic tile floors, granite counters, types of cabinets, etc.) or if materials are contributing to the historic character of the building. Provide as much detail as possible. If buyer proposed to perform certain work to save on costs, explain and give estimate of the work's value.	Total Cost Out of pocket expenses plus owner labor	
Bath	Check all that apply			Indicate if a total gut renovation or repair, install new or reuse bath fixtures	Out of Pocket Expenses	Owner Labor
Vanity/sink/toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Shower/tub enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flooring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Bath 2	Check boxes that apply				Out of Pocket Expenses	Owner Labor
Vanity/sink/toilet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Shower/tub enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flooring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Basement						
Basement:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Total						

Rehab Specifications Template – Interior

Categories (add more as needed)	Replace	Repair	No Repair Planned	Detailed Description of Work Indicate if work is a repair to existing or replacement; include type of materials proposed (ceramic tile floors, granite counters, types of cabinets, etc.) or if materials are contributing to the historic character of the building. Provide as much detail as possible. If buyer proposed to perform certain work to save on costs, explain and give estimate of the work's value.	Total Cost Out of pocket expenses plus owner labor	
Entire House	Check boxes that apply			Note which rooms if not the entire house.	Out of Pocket Expenses	Owner Labor
Painting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Drywall/Plaster Repair	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Interior Doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Flooring	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Trim Carpentry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Additional categories:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Additional categories:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Additional categories:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			
Total						
Total Out of Pocket and Owner Labor						

Renovation Specifications:

- Provided within this application is a rehab specifications template that can be used to provide a detailed breakdown of work. Be as specific as possible — the City will give more weight to an application with more detail.

Project Costs:

- Itemize costs for each part of the renovation. Explain in the specifications or project narrative areas where cost savings are earned by the buyer performing work or using materials already in their possession (to help compare different proposals). If you intend to complete a portion of the work yourself, please list your labor “costs” in the Owner Labor column and any materials/contractor costs in the Out of Pocket Expenses column of the rehab specifications template. Owner’s labor does not need to be covered in the proof of funds.

Costs				
Acquisition Price		Interior Renovation	Out of pocket	Owner labor
Contingency		Exterior Renovation	Out of pocket	Owner labor
Total Out of Pocket Project Costs, not including owner labor:				
Total Project Costs, including owner labor:				

Addendum VI: Owner Occupant Incentive Program

The Owner Occupant Incentive Program allows applicants an exclusive opportunity to purchase Land Bank structures at a reduced cost during an initial 60-day listing period. To qualify, applicants must meet all other requirements included in the Application, including Proof of Funds, Experience, and the submittal of Rehab Specifications or new construction information, and agree to occupy the house for a minimum of five years after completion. During the initial 60-day period, the price to the owner occupant is fixed at a 50% discount from the list price. After the initial 60-day period, applicant may still submit an application under the Owner Occupant Incentive Program, but in competition with other applications.

To participate, applications must sign and attest to the following statement and submit this Addendum with their application.

I certify, consistent with the representations made by me in the application to purchase Land Bank property, I will occupy, establish and use the Land Bank property as my primary residence upon completion of all construction and will continue to occupy the property as my primary residences for at least five years from the passage of the final required inspection of the building permit (certificate of occupancy). In addition to this occupancy requirement, I agree to the following:

1. To execute a Memorandum of Agreement and Restrictive Covenant for the Owner Occupant Incentive Program. The Agreement and Covenant will require the owner to:
 - a. Occupy the unit for a minimum of 60 months;
 - b. Prohibit the renting of the property, except where the property contains more than one unit and the owner occupies one of the units;
 - c. Establishes provisions if the owner is found in breach of the program, including the repayment of any price reductions and the payment of an additional \$20,000 fee. However, if the property is sold to an eligible buyer who is at or below 120% AMI and agrees to occupy the property for the remainder of the 60 month owner occupancy period, the \$20,000 fee will be waived.
2. To obtain all required building and zoning permits and to not occupy the structure until such occupancy is permitted under all applicable City and State Codes.

Signature (Required)

I acknowledge I have read and understand the information above pertaining to the Owner Occupant Incentive Program.

Applicant signature

Date

Addendum VII: Moderately Priced Housing Incentive Program

To help implement the Columbus Housing Strategy, the Land Redevelopment Division will incentivize the production of more moderately priced residential units in Columbus neighborhoods. The Land Redevelopment Division will offer a price reduction to buyers who develop housing using existing affordable housing programs or who provide moderately priced housing through a Land Redevelopment Division Restrictive Covenant.

The Land Bank restrictions target the production of housing at price points not being produced by the market. An applicant may build/renovate housing for homebuyers at or below 120% AMI or for rental housing affordable to households at or below 80% AMI. Larger multi-family projects may include a mix of units, including units at 100% AMI.

To qualify, applicants must meet all other requirements included in the Application, including proof of funds, experience, and the submittal of rehab specifications or new construction information, proposed sale prices and rents, and agree to a restrictive covenant.

To participate, applicants must sign and attest to the following statement and submit this Addendum with their application.

I certify, consistent with the representations made by me in the application to purchase Land Redevelopment Division property, I will sell or rent the unit(s) at prices/rents stated in my application and will adhere to Land Redevelopment Division restrictive covenants. I agree that upon any breach of any terms of the Land Redevelopment Division Restrictive Covenant, including the Moderately Priced Housing Program, Sale Restrictions, and Rental Restrictions the City shall be entitled to recapture the funds credited to the Buyer due to their participation in the Program and pay all penalties outlined in the Restrictive Covenant.

In addition to this Moderately Priced Housing Incentive Program requirements, I agree to the following:

1. To execute a Memorandum of Agreement and Restrictive Covenant for the Moderately Priced Housing Incentive Program. The Agreement and Covenant will require the buyer to:
 - a. Upon Completion of the project any unit sold must be sold to households whose income is no greater than 120% of the area median income ("AMI") as defined by the United States Department of Housing and Urban Development ("HUD") for the Columbus, Ohio MSA and adjusted for household size;
 - b. For a period of 10 years, all residential rental units contained within the Property must be leased at an amount that is affordable to moderate income households at or below 80% of the AMI as defined by HUD for the Columbus, Ohio MSA.
 - c. The Buyer agrees that upon any breach by them of any of the terms of this Covenant, including both the Sale and Rental Restrictions, the City shall be entitled to recapture the funds credited to the Buyer due to their participation in the Program. Additionally, the buyer will pay an additional fee for all units not in compliance as outlined in the Restrictive Covenants.
2. To comply with all required regulations and obtain all required authorizations and to not occupy the structure until such occupancy is permitted under all applicable City, State, and Federal Codes and regulations.

Signature (Required)

I acknowledge I have read and understand the information above pertaining to the Owner Occupant Incentive Program.

Date

Applicant signature