



Application
Qualified End User/Purchaser

The Hamilton County Land Reutilization Corporation (“HCLRC” or “Landbank”), under the management of the Port of Greater Cincinnati Development Authority (“Port Authority”), provides opportunities for qualified individuals or entities to obtain title to or development rights in HCLRC property. In order to be so qualified, individuals/entities must successfully complete and submit this application and comply with all requirements set forth herein.

Application Process and Schedule

Applicants will be considered sequentially and will be evaluated based upon the information submitted. Applicants may submit applications either electronically (in PDF format) or by regular U.S. mail. Complete applications will contain all exhibits and attachments; incomplete applications may not be considered.

Completed applications, including required exhibits and attachments, should be returned to:

Port of Greater Cincinnati Development Authority
Paula Boggs Muething
Vice-President and General Counsel
299 E. Sixth Street, Suite 2A
Cincinnati, Ohio 45202
Tel.: 513.621.3000
[pbmuething@cincinnatiport.org](mailto:pamuething@cincinnatiport.org)

Application forms are available on the HCLRC website: www.hamiltoncountylandbank.org

APPLICANT INFORMATION

1. Applicant Name: _____

Applicant is (Check all that apply):	
Local government within Hamilton County	<input type="checkbox"/>
Non-profit Organization	<input type="checkbox"/>
For-profit Organization	<input type="checkbox"/>
Individual	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>



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2. Applicant Contact Information

Name: _____
 Address: _____
 Town/City: _____ State: _____ Zip Code: _____
 Phone: _____ Fax: _____
 E-mail: _____ Website: _____

PART A – APPLICANT ELIGIBILITY

In order to purchase property or take control of property for purposes of development or rehabilitation, an applicant must be a Qualified End User/Purchaser. In order to be deemed a Qualified End User/Purchaser, the applicant must satisfy each of the following applicable requirements. For purposes of this application, if the named applicant is an individual, then “applicant” shall include the individual as well as any entity within which the applicant is a principal or a majority shareholder; if the applicant is an entity, then “applicant” shall include the entity as well as any individual that is a principal or majority shareholder of the entity.

1. **Has the applicant demonstrated past and current property ownership responsibility by complying with each of the following:**
 - a. **The applicant does not own any real property that is in violation of state and/or local codes or has a history of code violations (exception: if such status may be attributed solely to a prior owner, explain separately and provide documentation).**
 - b. **The applicant has not been the subject of criminal/civil prosecution for property maintenance code infractions within the last five years.**
 - c. **The applicant does not own real property with a history of chronic nuisance status (exception: if such status may be attributed solely to a prior owner, explain separately and provide documentation).**
 - d. **The applicant does not own real property that is in a tax delinquent status.**
 - e. **The applicant was not the owner of real property on which any foreclosure filing has been commenced within the last five years.**

YES (provide notarized affidavit affirming as Attachment A)
 NO (STOP – not eligible)



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2. Please list the parcel numbers of all property in Hamilton County that the applicant currently owns or has owned in the last five years. Provide appropriate documentation as Attachment B.

3. If the applicant is a corporate entity, is it properly registered with the Secretary of State with a designated agent for service of process within Hamilton County?

- YES (provide appropriate documentation/designation as Attachment C)
- NO (STOP – not eligible)
- Not Applicable

4. If the applicant is not a resident of Hamilton County, has it designated an agent for service of process within Hamilton County?

- YES (provide appropriate designation as Attachment D)
- NO (STOP – not eligible)
- Not Applicable

PART B – PROPERTY INFORMATION

This Application is for (Check all that apply):

- Purchase of:
 - Vacant Land
 - Property to Rehabilitate
 - Rehabilitated Property
- Redevelopment/Rehabilitation of:
 - Single Parcel
 - Multiple Parcels
- Other _____

Property Name (including aliases or historic names):

Address: _____

Town/City: _____ **State:** _____ **Zip Code:** _____

1. Size of property (acres/Sq. ft. of improvement(s)): _____



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2. Parcel number(s):

3. Current land use and/or zoning classification: _____

PART C – PROJECT DESCRIPTION

Overall Development/Rehabilitation Plan or Disposition Strategy (Include business/project name, type of business activities, improvements, structures to be built, timeline for redevelopment, etc.). Additional documents may be attached as Attachment F.

Before an application will be considered for review, all applicants must provide documentation for each of the following requirements:

1. Has the applicant identified financial ability to implement the development plan/disposition strategy?

YES (provide appropriate documentation as Attachment G)
 NO (STOP – not eligible)

2. Has the applicant identified a development plan or disposition strategy that is consistent with local planning goals and zoning requirements?

YES (provide appropriate documentation as Attachment H)
 NO (STOP – not eligible)



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3. Has the applicant solicited community opinions on the project and does the applicant have the community's support?

- YES** (provide appropriate documentation as Attachment I)
 NO (If the applicant does not have the community's support, provide, as Attachment I, details of any dialogue with the community about the project)

4. If development will not occur immediately, does the applicant have a funded maintenance plan?

- YES** (provide appropriate documentation as Attachment J)
 NO (STOP – not eligible)

5. Has the applicant established that the end use will create jobs and/or otherwise have a positive impact on the surrounding neighborhood?

- YES** (provide appropriate documentation as Attachment K)
 NO (STOP – not eligible)

PART D – ADDITIONAL PROJECT DESCRIPTION (additional documents may be attached as Attachment L)

1. If purchasing HCLRC property, describe the method of payment.

2. What HCLRC resources are required for the project to be successful?



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3. What benefits will completion of the project provide to the surrounding area and the region as a whole?

The undersigned agrees to the required terms of this application and attests that this application is submitted with proper authority and the information contained herein is true, accurate and complete.

Applicant:

Print or Type Name

Date

Signature