



APPLICATION PROCESS AND TIMELINE

APPLICATION SUBMISSION PROCESS

To acquire a property, Applicants must select and submit one of the applications below through the Landbank website:

Lot-to-Yard Program

For owner-occupants interested in acquiring residential vacant land adjacent to their home. Purchasers will be required to incorporate the vacant lot into their existing yard. The intent of the program is to reduce the number of blighted vacant lots and return those unproductive parcels to tax-generating status, while improving neighboring property values. Lot-to-Yard sales may be limited in areas where a Landbank lot is located in an area where there is a high demand for infill housing (e.g., OTR or Northside).

- WHO: Owner-occupants interested in acquiring vacant land adjacent to their home.
- WHAT: All properties must be vacant residential land and on the [Property List](#).
- HOW: To apply for a Lot-to-Yard property, click 'Apply to Purchase this Property' and then select 'Lot-to-Yard' as the application type.

Gardens and Green Program

Transforms vacant lots into gardens or community green space. Any party interested in purchase may apply. All applicants must be able to show a viable redevelopment project and the ability to maintain the property. Gardens and Green sales may be limited in areas where a Landbank lot is located in an area where there is a high demand for infill housing (e.g., OTR or Northside).

- WHO: Any party interested in purchase may apply.
- WHAT: All properties must be vacant residential land on the [Property List](#).
- HOW: To apply for a Gardens and Green property, click 'Apply to Purchase this Property' and then select 'Gardens and Greens' as the application type.



Single-Family Home Development

Returns underutilized, blighted residential properties to productive use through sale to interested parties for redevelopment. To buy a property under this program, the project must include the rehab an existing home, infill construction of single-family home, or redevelopment of a vacant lot by incorporation into an adjacent single-family home development. All properties must be unoccupied residential structures or vacant land and on the [Property List](#).

- WHO: Any party interested in developing or rehabilitating a single-family home.
- WHAT: All properties must be unoccupied residential structures or vacant land and on the [Property List](#).
- HOW: To apply for a Single-Family Home property, click 'Apply to Purchase this Property' and then select 'Single Family Home Development' as the application type.

Multi-Unit, Multi-Property, and Commercial Development

This program focuses on projects involving the development of multiple units; acquisition of multiple properties from the Landbank; or commercial properties. This program uses the Landbank's unique tools and abilities to facilitate larger development projects and increase the beneficial economic impact of the proposed development and corresponding private investment.

- To apply for a property with multi-units, multi-properties or commercial development, click 'Apply to Purchase this Property' and then select 'Commercial Development' as the application type.

This submission will be reviewed internally and either denied or preliminary approved. For final approval, all applicants will be required to meet with the Port Authority development staff for a live pitch session of the project.

NOTE: Depending on the neighborhood in which the property is located, the Landbank may seek input from our neighborhood-based development partner prior to making a decision on an application. See page 3-4 for details.



Hamilton County

Landbank

APPLICATION REVIEW PROCESS

All applications are reviewed monthly. You will receive a response once your application has been received and should have a decision regarding its approval or denial within 30-45 days.

Once an application is received, the next steps are:

Lot-To-Yard, Gardens and Green, and Single-Family Home Transactions: If your application is approved, you will receive a contract for the purchase and redevelopment of the property and a target closing date. Terms regarding price and development time frames will be included in this contract. If you want to schedule a time to view the interior of a property, this will take place after application approval, but before the closing on the property.

Multi-Unit, Multi-Property, and Commercial Transactions: If your application is accepted, you will be contacted to schedule a date for a live pitch of your development project to Port Authority development staff.

Post-Closing Procedures

All purchasers are required to keep the Landbank up-to-date on the progress of any required improvements or development. Upon request, the purchasers may be required to give narrative updates and provide photos of any progress. Upon completion of the development the purchaser must provide notice to the Landbank and provide photos.



NEIGHBORHOOD BASED DEVELOPMENT PARTNERS

The Landbank works with established neighborhood-based development partners to work effectively throughout Hamilton County. These neighborhood partner organizations are often the most knowledgeable about the real estate and housing market within their neighborhoods. For this reason, the Landbank relies on them to help us vet applications for Landbank properties in their neighborhood.

Within the following neighborhoods, the Landbank will seek input from the following entities prior to approving an application for a Landbank property within that neighborhood:

AVONDALE

Avondale Comprehensive Development Corporation

<http://www.a-cdc.org/>

CAMP WASHINGTON

Camp Washington Community Board, Inc.

<http://camp-washington.org/community-board/>

MADISONVILLE

Madisonville Community Urban Redevelopment Corporation

<http://www.mcurc.org/>

NORTHSIDE

Cincinnati Northside Community Urban Redevelopment Corporation (or NEST)

<http://cncurc.org/>

EAST & WEST PRICE HILL

Price Hill Will

<https://pricehillwill.org/>

WALNUT HILLS

Walnut Hills Redevelopment Foundation

<http://walnuthillsrf.org/>



ACQUISITION TYPES

NIP Inventory

The HCLRC manages Hamilton County's allocation of demolition funding from the statewide Neighborhood Initiative Program (NIP), administered by the Ohio Housing Finance Agency (OHFA) and financed using the United States Treasury's Hardest Hit Funds. Properties demolished under NIP must meet the following criteria:

- Owned by the HCLRC at the time of demolition,
- Located in an NIP target neighborhood
- Residential (commercial and industrial properties are not eligible)

OHFA places a three-year lien on these properties after demolition in order to ensure a positive end-use. However, this lien may be released before the end of the three-year period for any of the approved end-uses below*:

- Residential Side Lot (to owner-occupant of adjacent property)
- Public Use
- Non-Profit Organization Use
- Business or Residential Development

Prior to demolishing a property, the HCLRC will post it to our website to provide community members an opportunity to apply to rehab the property. We also check with our Community Partners to ensure that demolition is a last resort, in lieu of rehab.

*More information available in the NIP Program Guidelines, located at <http://ohiohome.org/savethedream/neighborhoodinitiative.aspx>

Once the HCLRC applies for an early lien release, if successful, it typically takes one to three months for the lien to be released and the property made available for transfer.

HCLRC Inventory

Properties currently owned by the HCLRC. Applications for these properties may require additional documentation to show that the applicant has capacity to undertake the necessary repairs to make the property safe and habitable. HCLRC may also require pitch meeting with The Port staff.



Forfeited Property

HCLRC shares information about Hamilton County Forfeited Properties. Forfeited properties on our Property List are not currently owned by HCLRC, but can be requested through our application process. Forfeited properties are those that have gone through foreclosure but were not purchased at County tax sale. Some forfeited properties are small or odd shaped parcels that may be of best use when associated with adjacent parcels. Once the HCLRC submits a request for a forfeited property, it typically takes between three and six months for the HCLRC to obtain title to the property. Forfeited properties should have clear title once acquired by the HCLRC; however, prospective purchasers are strongly encouraged to conduct their own title search prior to purchasing properties from the HCLRC.

Not all properties stay forfeited. Therefore, this list is constantly in flux and HCLRC cannot verify its full accuracy until or unless a request to acquire a forfeited property is received by our office.