

Lackawanna County Land Bank Property Purchase Application

For consideration to purchase a property owned by the Lackawanna County Land Bank (LCLB) complete this application and return it to the Lackawanna County Land Bank Office. The application will **not** be processed if not completed in its entirety. Call LCLB with any questions you may have prior to submitting this application.

Contact Information/Please Print

Name of applicant: _____

Name of corporation/business: (if applicable) _____

Mailing Address: _____

City, State, Zip: _____

Daytime Phone #: (____) _____ Email _____

Address: _____

How did you hear about the Land Bank? *Internet Social Media News Word of Mouth Sign in Yard Other*

Property Ownership History in Lackawanna County

Do you have any?

Delinquent Property Taxes and/or Municipal Fees: (Please Circle) Yes No Municipality _____

Outstanding Code Violations: (Please Circle) Yes No Municipality _____

(Purchasers of Land Bank properties must be current on real estate taxes and municipal fees for other properties he or she owns in Lackawanna County. Staff will check County and Municipal records for verification.)

In the past 5 years have you owned real property in Lackawanna County that was transferred as the result of tax foreclosure proceeds? _____ *(if yes, please explain)*

Land Bank Property Information

Parcel ID # _____

Property Address _____

Vacant Lot _____ Property with Structure _____

Planned Use of Property

New Construction _____ Rehabilitation of Existing Structure _____ Maintain as Greenspace _____

Planned Use of Property after New Construction and/or Rehabilitation

Occupy _____ Sell _____ Rent _____ Other _____

Please explain your plan for the property: _____

Estimated Cost of Renovation and/or New Construction/If Applicable: \$ _____

Buyers Obligation

- 1.) Buyer must coordinate with and obtain all permits and inspections required by the local municipality after the closing date. Buyers of properties with structures must coordinate all rehabilitation work with the municipality and will be given 1 year from date of closing to bring the property up to code. In addition, if the Buyer fails to pay property taxes when due or maintain the property in safe condition, the Seller may take the necessary legal action to have the property revert to the Seller with Buyer forfeiting their original purchase price. Buyer will also be responsible for any administrative and legal costs related to the conveyance back to the Seller, as well as all demolition costs, if applicable.
- 2.) Buyer and their successors-in-interest must receive the Seller’s written consent to sell, subdivide, or partition the real estate for five (5) years after the date of settlement. If Buyer, or their successors-in-interest do sell, subdivide, or partition the real estate within five (5) years after the date of settlement, without Seller’s prior written consent, the real estate will revert to the Seller, or its successor-in-interest.
- 3.) As a condition of transfer, should the Buyer require the reversionary requirement, referred as Additional Provisions A, to be waived, a fee equal to 3.5% for owner-occupied residential and 7% for non-owner occupied residential, multi-residential, commercial and/or industrial, will be assessed to the fair market value of the properties.

Application and Bid Procedure

The minimum bid to purchase an adjacent buildable lot, non-adjacent lot or structure is \$500.00. Final price is at the discretion of the Board of Directors. This bid amount is due at closing when the purchaser receives the deed to the property to record. The bid amount can be paid by check or money order to: Lackawanna County Land Bank.

Applications must be received for review three (3) full business days prior the next scheduled monthly Land Bank Board of Directors meeting. Meetings are scheduled for the second Wednesday of every month. No additional applications for a specific property will be accepted during this the three (3) full business days application review period. This application must include the buyer’s intent or plan for the property. The Land Bank office staff will date stamp all applications received for the property.

Sealed bids for the specific property identified in this application will be accepted up until 10:00 AM the day of the next scheduled monthly Land Bank Board meeting.

(As stated above, an application for a specific property must have been submitted at least 3 full business days prior to the board meeting for a bid to be considered). The written bid must include bidders name (as to appear on the deed), the parcel number, Address and Pin Number of the Land Bank Property on the outside of the **separate sealed bid envelope**. The Land Bank office staff will date stamp all bids received for the property. The bids will be opened, and applications reviewed at the next scheduled public meeting of the Lackawanna County Land Bank. The Land Bank, in consultation with that Municipalities Advisory Committee, will determine the properties highest and best use from the applications and bids received. The Land Bank Board of Directors also reserves the right to reject any and all bids. (The Bid will be awarded to the highest responsible bidder that meets all county and municipal requirements as well as to the properties highest and best use).

You will be given a QUIT CLAIM DEED with purchase. If desired, title insurance is the responsibility of the purchaser. The purchaser must coordinate with and obtain all permits and inspections required by the local municipality, to carry out the necessary improvements to BRING THE PROPERTY UP TO CODE. All property is sold AS IS.

To the best of my knowledge, the information provided in this application is true. By signing this application, I also certify that I am current on all county and local property taxes as well as all municipal fees. I understand that LCLB staff will review my application for property purchase and conduct a background check for delinquent taxes and/or outstanding municipal fees and contact me if any additional information is required.

This form is a statement of interest only, meaning there is no guarantee that LCLB will transfer selected property.

Signature of Applicant

Date

Signature of Co-Applicant

Date

Please fill out all sections of the application completely. The application may be emailed to pappasr@lackawannacounty.org or returned by mail or in person to address below. However, the bid form must be returned in a **separate sealed envelope either by mail (please provide enough time for delivery) or in person to:**

Lackawanna County Land Bank
c/o Office of Economic Development
Attention: Ralph Pappas/Property Purchase Program
123 Wyoming Avenue 5th Floor
Scranton, PA 18503