



## Side Lot Program Application

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**The Side Lot Program allows Applicants (residents, garden groups and non-profit organizations) to acquire vacant lots owned by the Cuyahoga County Land Reutilization Corporation (CCLRC). Applicants must meet the eligibility requirements listed below to be considered. Please note that certain restrictions may apply.**

### Basic Eligibly Requirements

- The Applicant must live and own the property adjacent to the CCLRC lot being requested for a split lot or side yard expansion or be a non-profit/institution/community group in good standing with proof of ability to maintain the property
- The Applicant must be current on all property taxes and have no current housing or zoning code violations
- The lot must be vacant and unimproved real property with no structures
- The Applicant must have a plan to improve and maintain the lot in accordance with all local building, housing and zoning codes

### Key Considerations

1. The cost of a single lot is \$100.00 and should be paid by cash or check payable to: Cuyahoga County Land Reutilization Corporation (Larger lots capable of redevelopment or multiple lots may vary in price).
2. Buyer should allow at least 30 days for processing of his/her application. Incomplete applications will not be processed.
3. Once the project has been approved, the CCLRC and buyer will work together to close the transaction. Buyer will be responsible for paying his portion of the closing fee. Buyer's fee may include, but is not limited to title insurance. (It is recommended that buyer obtain an estimate of all closing costs and/or other fees from the CCLRC before signing any documents relative to the acquisition of said lot).
4. Please note that the property will be transferred "AS IS," via a Quit Claim Deed.
5. In the event that multiple adjacent property owners desire to acquire the same lot, the lot shall either be transferred to the highest bidder, or get divided and transferred among the interested contiguous property owners.
6. The CCLRC maintains the right to condition the transfer of title on the buyer's acceptance of certain deed restrictions. Restrictions may be included in the deed to ensure properties are maintained in an agreed upon way. If the buyer fails to maintain the property in an agreed upon way, the CCLRC may exercise its discretion and take title to the property back - away from the buyer.

### Signature Required

I have read and understand the information provided in this section.

X \_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date



# Side Lot Program Application

Please fill out all sections completely and return to:

Cuyahoga County Land Reutilization Corp.  
Attention: Side Lot Program  
323 W. Lakeside Ave., Suite 160  
Cleveland, OH 44113

## Program Type

- Side yard expansion     Split lot- **(must have completed applications from both neighbors)**
- Community Garden

## Property Information

Address of Property/Lot being requested:

Permanent Parcel Number (if known):

## Property Owner Information

Name Property Owner/Applicant:

Address (cannot be P.O. Box):

City, State, Zip:

Phone: (home):

Phone (other):

Email address:

***Please note that all personal information submitted to the Cuyahoga County Land Reutilization Corp. is confidential.***

## Signature (Required)

By signing below, the applicant hereby certifies that the information provided herein is correct and true to the best of their knowledge and that applicant agrees to maintain the lot requested in accordance with all local ordinances and relevant laws. Falsifying or deliberately omitting any information regarding this application may result in immediate termination from the program and/or the CCLRC seeking remedies available under law.

By receiving this application, I understand that the CCLRC does not commit to transferring said lot and that this Application is a Statement of Interest only.

\_\_\_\_\_  
**Applicant Signature**

\_\_\_\_\_  
**Printed Name**

\_\_\_\_\_  
**Date**

*Please allow 30 days for review of this application. Cuyahoga County Land Reutilization Corp. will contact you in writing to let you know if your application was accepted into the program.*