

## PROPERTY ACQUISITION APPLICATION

### COMMERCIAL/MULTI-UNIT/MULTI-PROPERTY PROGRAM

#### APPLICANT INFORMATION

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1. Applicant Name: \_\_\_\_\_

Contact person, if applicant is a company or non-profit: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

2. Which property or properties are you applying for?

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

## APPLICANT ELIGIBILITY

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In order to purchase property or take control of property for purposes of development or rehabilitation, an applicant must satisfy each of the following 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.

3. By initialing each statement, the Applicant represents and warrants to the St. Bernard Community Improvement Corporation that the corresponding statement is true and accurate:

A. The Applicant does not own any real property with outstanding orders for the violation of state and/or local property codes. Applicant Initials: \_\_\_\_\_

B. The Applicant does not have a history of owning real property in a chronic nuisance state, except if such state may be attributed solely to a prior owner. Applicant Initials: \_\_\_\_\_

C. The Applicant has not been the subject of criminal/civil prosecution for property maintenance code infractions within the last five years. Applicant Initials: \_\_\_\_\_

D. The Applicant does not own real property that is in a tax delinquent status.  
Applicant Initials: \_\_\_\_\_

E. The Applicant was not the owner of real property on which any foreclosure filing has been commenced within the last five years. Applicant Initials: \_\_\_\_\_

F. The Applicant is a resident of Hamilton County or, alternatively, the Applicant has designated a local agent authorized to accept service of process on behalf of the Applicant. Applicant Initials: \_\_\_\_\_

G. If the Applicant is an entity, then the entity is properly registered with the State of Ohio.  
Applicant Initials: \_\_\_\_\_

4. Please list the address and/or parcel numbers of all property in Hamilton County that the Applicant currently owns or has owned in the last three years:

_____	_____
_____	_____
_____	_____
_____	_____

## COMMERCIAL, MULTI-UNIT, AND MULTI-PROPERTY DEVELOPMENTS

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### Basic Requirements:

- A. Applicant must have the capacity to undertake the redevelopment of the property.
- B. The project must include the development of a multiple units, multiple properties, or a commercial property.
- C. The property must be on the St. Bernard CIC's available properties list, available at <http://www.cityofstbernard.org/services-departments/community-improvement-corporation>, or the CIC must give the Applicant prior approval of the acquisition of the parcel.

### General Terms of Sale:

- A. Purchase Price: Pricing varies based on the investment required for the redevelopment, the market value of the property, and the beneficial economic impact of the proposed project.
- B. Redevelopment Terms: All purchasers will be contractually required to develop the proposed project within specific time frames.
- C. Maintenance: The purchaser must maintain the property during the redevelopment.
- D. Property Taxes: The purchaser must agree to pay all property taxes that become due after the transfer in a timely manner.





C. How long do you estimate the project to take? What variables may lengthen the process?

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D. Who will perform the work? Please list the names of any known or likely contractors or subcontractors, and their contact information, if you will not perform all the work yourself.

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E. Project Financing: If you will pay for the project with cash on hand, please include a recent bank statement showing the funds you will use. If you will self-pay as you go, include a recent pay stub. If you will seek financing let us know, and if you already have financing in place, attach your loan pre-approval letter. Please fill out the following Sources and Uses Table, or attach your own if you already have one:

### SOURCES OF FUNDS

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Owner Equity	Source	
Cash		
Other (specify)		
Total Owner Equity		

Debt Financing

First Mortgage		
Other (specify)		
Total Debt Financing		

Soft Loans, Grants, Down payment  
Funds, Other Subsidy

Second/Third Mortgage		
City Funds		
State Funds		
Federal Funds		
Other (specify)		
Total Grants/Soft Loans/Subsidy		

TOTAL FUNDS PROVIDED	
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USES OF FUNDS

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Pre-development Costs

Note areas Applicant will self-perform

Acquisition cost - Purchase price will be negotiated between St. Bernard CIC and buyer.		
Demolition		
Architecture/Engineering/ Environmental Assessment		
Legal/Closing costs		
Broker's fee		
Other (specify)		
Total Acquisition Costs		0

Construction (Hard Costs)

Environmental Remediation		
Construction Costs		
Construction Contingency		
Landscaping		
Other (specify)		
Total Construction Costs		0

Financing Costs

Construction Interest		
Financing Expense		
Other (specify)		
Total Financing Costs		0

Soft Costs

Property Taxes		
Insurance		
Permit Fees		
Legal Fees		
Other Holding Costs		
Soft Cost Contingency		
Other (specify)		
Total Soft Costs		0

Project Management Costs

Developer Fee		
Consultant Fee		
Other (specify)		
Total Developer Costs		0



TOTAL DEVELOPMENT COSTS	0
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F. Intended use of the redeveloped property:

\_\_\_\_\_ Applicant will occupy the redeveloped property.

\_\_\_\_\_ Applicant will sell the redeveloped property.

\_\_\_\_\_ Applicant will lease the redeveloped property.

If you intend to sell or lease the redeveloped property, what purchase price or rent do you expect to receive? \_\_\_\_\_

## THE PITCH

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The St. Bernard Community Improvement Corporation board reviews all CIC applications and will contact you with either denial or preliminary approval of the project. All approved Applicants for Multi-unit, Multi-property, and Commercial developments are required to give a live pitch of their development to the CIC board at a designated monthly meeting. For your pitch you should be prepared to present and discuss the following:

Your development experience and completed past projects

- End-product of the development
- Partners/Contractors that will be involved in this project
- Detailed financial plan for development costs
- Details of owner equity and debt financing
- Details of any expected/assumed public subsidy
- Post-development cash flow statement
- Maintenance plan for maintaining properties during construction
- Community support for the project

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:

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Print or Type Name

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Date

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Signature

**Submission:**

Please send completed applications to the St. Bernard CIC at [CIC@cityofstbernard.org](mailto:CIC@cityofstbernard.org)

**OR**

via mail to:

**St. Bernard CIC  
Attn: Applications  
110 Washington Ave.  
St. Bernard, OH. 45217**