



Side-lot Purchase Guide

The City of Gary's Side-lot Program is designed to sell City-owned vacant lots assessed at a value under \$25,000 to property owners with a home or building directly abutting the parcel. The program is administered through the Gary Redevelopment Commission. The goal of the program is to reduce blighted conditions within neighborhoods, reduce density and return these properties to the tax rolls.

All lots will be sold "as is". The City makes no representations or warranties with respect to the suitability of any lot for any particular purpose, or as to the applicability or effect on any local, state and/or federal law.

What kind of vacant lots are sold through this program?

The lots that are available for sale under the program are:

- Assessed at \$25,000 or less;
- Not needed by the City for open space or any other public use; and
- Not part of a larger vacant parcel which can be developed.

It is important to remember that not all City-owned vacant lots are for sale. All lots to be sold must first be approved by appropriate City entities.

What can an adjacent lot be used for?

Side lots acquired through this program may be used for any of the following:

- Garden or orchard
- Side-yard
- Landscaped open space (parklet)
- Paved off-street parking
- Garage
- Septic improvements
- Addition to an existing structure

The City makes no representations or warranties with respect to the suitability of any lot for any particular purpose, or as to the applicability or effect of any local, state, or Federal law. Selection of a proposal and sale of a lot by the City pursuant to the terms of this program do not ensure that such zoning or other approval will be granted. For more information, see Indiana Code Section 36-7-14-22.5.

Who can apply to buy a side lot?

A property owner whose property (and primary residence) is located immediately adjacent to the side lot is eligible to apply. The figure on the next page illustrates who can and cannot apply.



City of Gary Redevelopment Commission

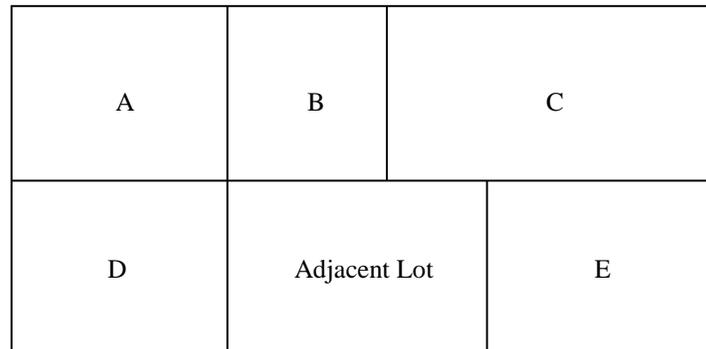


Figure 1: Definition of adjacent lot

In this example, property owners B, C, D and E would be able to apply to purchase the side lot. The owner of parcel A cannot apply because their property does not share a lot line with the side lot. Additionally, owners of property located across the street from the side lot are not eligible. A non-adjacent nonprofit neighborhood organization that is an existing stakeholder within the same neighborhood or area commission boundaries as the vacant lot to be acquired is also eligible.

What is the price of a side lot?

The lot is free if it is decided by the Redevelopment Commission that the highest and best use of the lot is a side lot.

How are applications evaluated?

All applicants are subject to the following reviews: tax delinquency review, arson prevention review, fair housing review, code violation review, complete application review, eligible adjacent lot owner review and a zoning review.

What happens when more than one adjacent lot owner applies for the same side lot?

If more than one adjacent lot owner applies for the purchase of the lot and they both submit applications that meet the minimum review requirements, two options are available.

1. The Commission may decide that the property should be sold to the most responsible and responsive bidder, based on internal evaluation criteria.
2. Or, the Redevelopment Commission can recommend that the parcel be divided and each adjacent lot owner will receive an equal portion of the property, pending any necessary agreements.

In some cases, the Commission may request to meet with both applicants in order to generate a mutually agreeable solution for both parties. The Commission reserves the right to not sell the lot.

All sales must be approved by Gary City Council.



City of Gary Redevelopment Commission

What are the terms and conditions of the sale?

- The buyer is responsible for all legal, recording or other applicable fees that are incurred as part of the sale.
- Included in the sale terms and conditions is an agreement that includes the following items:
 - The lot must be kept free of garbage and debris
 - The grass and/or weeds must be kept trimmed and cut below six inches
 - All shrubs must be maintained
 - If the lot is sold, the lot must always be sold with the original adjacent lot
 - If the lot is used for off-street parking, a legal curb-cut must be constructed for access in compliance with all applicable City of Gary ordinances
 - The buyer must begin maintenance of the lot immediately upon purchase and complete all proposed improvements within one year of purchase
 - Any improvements to the lot must be completed in accordance with the City of Gary's zoning ordinances. These can be found at <http://www.gary.in.us/city-departments/zoning.asp> .

Restrictions will be placed in the deed at closing to secure these terms.

What are the procedures to purchase a vacant lot through the Side-lot Program?

If you are an adjacent lot owner, you should contact the Gary Redevelopment Commission at (219) 886-1531. The Gary Redevelopment Commission will examine whether the property is privately owned, owned by the City, or owned by any other governmental entity.

If the property is privately owned, the City cannot sell the lot. However, the property may be in tax title foreclosure for non-payment of property taxes. This information can be looked up online at the [Lake County Assessor's office](#).

If the property is City-owned, the Gary Redevelopment Commission will investigate whether the vacant lot is eligible for the program. *Not all City-owned vacant lots are eligible for the Side-lot Program.*

Once a property is deemed eligible for the program, either email all required documents to DENISE ETCHISON at detchison@ci.gary.in.us, or drop it off at the Gary Redevelopment Commission office at 839 Broadway in downtown Gary.

For any questions about the program, please contact the City of Gary Redevelopment Commission at (219) 886-1531.



City of Gary Redevelopment Commission

Side-lot Purchase Application

Please fill out all sections completely and return to:

City of Gary Department of Redevelopment
Attention: Side-Lot Purchase
839 Broadway, Suite 200
Gary, IN 46402

Property Information:

Address of Property/Lot Requested: _____

Parcel ID Number: _____

Primary Residence: Yes () No ()

Applicant Information:

Name: _____

Address (cannot be a PO Box): _____

City, State, Zip: _____

Phone (home): _____

Phone (other): _____

Email: _____

All personal information submitted to the Department of Redevelopment is confidential, to the extent permitted by law.

Signature (Required)

By signing below, the applicant hereby certifies that the information provided herein is correct and true to the best of his or her knowledge and that applicant agrees to maintain the lot requested in accordance with all local ordinances and relevant laws. The applicant further agrees to register this parcel and his or her existing land with the Lake County surveyor as a single lot and address for tax purposes. Falsifying or deliberately omitting any information regarding this application may result in immediate termination from the program and/or the City of Gary seeking remedies available under the law.

By receiving this application, I understand the City of Gary Department of Redevelopment does not commit to transferring the subject property and that this application is a statement of interest only.

Applicant Signature

Printed Name

Date



City of Gary Redevelopment Commission

The Side-Lot Program allows applicants to acquire City-owned land adjacent to their homes. In order to be eligible for the program, homeowners must meet the following criteria:

Basic Eligibility Requirements:

- The applicant must live in and own a property adjacent to the subject lot.
- The applicant must register both lots with the Lake County Assessor's Office as a single consolidated parcel within thirty (30) days of acquisition. **By consolidating parcels with the Treasurer's office, applicant assumes responsibility for any potential increase or adjustment to assessed valuation and associated taxes.**
- The applicant must be current on their taxes for a period of two (2) years prior to the date of acquisition. Each applicant must attach a current Treasurer's maintenance report showing proof that all taxes have been paid.
- The lot must be vacant and unimproved real property with no structures.
- The applicant must be able to maintain the lot in accordance with all local ordinances.

Key Considerations:

- Incomplete applications will not be processed (**all applications must include a current Treasurer's report**).
- Applications are subject to final approval by the Redevelopment Commission and Board of Works (if necessary).
- Property is transferred "as-is" via a Quit Claim Deed.
- In the event that multiple adjacent property owners apply to acquire the same lot, the lot can be split, consolidated and transferred to the respective property owners.
- The applicant agrees to certain conditions regarding maintenance of the subject property. Properties not maintained in the agreed upon manner are subject to fine.
- **By consolidating parcels with the Assessor's office, applicant assumes responsibility for any potential increase or adjustment to assessed property valuation and associated taxes.**

Signature (Required)

I have read and understand the information provided on this application.

Applicant Signature

Printed Name

Date