Huntington Urban Renewal Authority

Application to Purchase Property for Yard Expansion

Through the sale of Land Bank parcels for the expansion of residential yards, the Huntington Urban Renewal Authority (HURA) offers its citizens a way to participate in the revitalization of the City and also benefit themselves through the productive reuse of vacant lots. This application is for individuals who wish to purchase land owned by HURA for the purpose of yard expansions for residential properties. Please confirm with HURA’s online Land Bank Database on the web (www.huralandbank.com) that the property you wish to purchase is in HURA’s ownership or call (304) 696-4486, ext. 2048. NOTE: if you plan to construct a garage as part of the yard expansion, do not use this form, but use the Application to Acquire Property for Development.

Eligibility

1. An applicant must not have any outstanding code violations, property tax or City delinquencies.
2. An applicant must be the owner of a property adjacent to the land bank parcel that is being requested.
3. An applicant must submit a full and complete application with the required attachment to HURA for processing.

**Buyers will be responsible for all costs and fees related to transfer, recording, consolidation, etc.

Applicant Information

Applicant’s Name ___________________________________________ Date____________________________________

Business/Organization Name (if applicable) ________________________________

Mailing Address _______________________________________________________

Email Address ____________________________ Fax Number _______________________

Telephone Number __________________________ Alt. Telephone Number _______________________

If different from above, address of your property adjacent to Land Bank parcel __________________________

If known, parcel number of your property (adjacent to Land Bank parcel) __________________________

How long has the applicant owned the above residential property?

________________________________________________________________________

Is the residential property owner-occupied (Do you live in the property)? Yes _______ No __________

Is the residential property rental property? Yes _____ No _____

Do you own other property within the City of Huntington? Yes _____ No _____

If “Yes”, please list the addresses and types of property (please add a separate sheet of paper if you need more space)
Addresses for Buildings (Parcel Numbers for Vacant Lots)  Type of Property

Land Bank Parcel Information
Address and Parcel Number(s) of the Land Bank parcels you wish to purchase for yard expansion:

Are you currently using the land bank parcel? Yes _____ No _____
If “Yes”, have you made any improvements to the Land Bank parcel? Yes _____ No _____
If “Yes”, what improvements have been made?

Yard Expansion Improvement Information:
To promote the expansion of residential yards on vacant lots, HURA is willing to sell parcels to adjacent residential property owners. In doing so, HURA encourages such improvements as landscaping (shrubs, trees, groundcover, etc.) and fencing. In making the decision to sell a Land Bank parcel for yard expansion, HURA will consider the extent of improvements the applicant proposes to make to the land Bank parcel and the impact those improvements will have on improving the overall value of the property and the neighborhood.

Please describe your plans for improving the Land Bank parcel (landscaping, gardens, pavement treatment, fences, etc.)

**Attach a simple site plan showing the improvements you propose to make.**

Please see the attached example of an acceptable site plan which includes the following:
1. Address of residential property, name of applicant, date of drawing;
2. Lot outline of parcels, location of sidewalk and street, labeled with name and address number;
3. Location of your existing house, driveway, fence, and garage, as applicable;
4. Drawing of proposed improvements (plantings, fencing, pavement, grass, etc.) with descriptive labels;
5. Show direction by adding a “north arrow”

Applicant’s Signature  Date

Return Completed Applications To:
Attn: Christal Perry
Department of Development & Planning
800 5th Avenue Suite L7
Huntington, West Virginia 25703

Questions? Call (304) 696-4486, ext. 2048 or email perryc@cityofhuntington.com
Huntington Urban Renewal Authority

Application to Purchase Property for Yard Expansion

Site Plan Attachment
(Return with Your Completed Application Form)

Name: ____________________________ Site Address: ____________________________

Phone Number: _______________________ Date of Application: ______________

Draw Your Plan in the Box Below or Attach a Separate Sheet.
(See the following page for instructions on drawing your plan)
Indicate What Your Plans are for the Land Bank Lot – Drawing Your Plan

- Fill in your contact information
- Show the location of your existing house, driveway and garage in relation to the land bank lot and to the street and sidewalk. Label the street name and your house number.
- If you plan to build a fence show its proposed location and indicate the style, the type of material and how tall it will be.
- Identify the location of existing vegetation on the land bank lot such as trees and bushes and show the proposed location and label any new trees, bushes or gardens you plan to plant. Indicate if you will be planting new grass.
- Show any other improvements you plan to make such as patios, walkways, arbors, play sets, etc.
- Indicate on the drawing which direction is North

Example of an Acceptable Site Plan Attachment

Site Plan Should Be Returned at the Same Time with the Application Form

Example of an Acceptable Site Plan Attachment

<table>
<thead>
<tr>
<th>Name: John and Jane Doe</th>
<th>Site Address: 1246 Cleveland Street</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phone Number: 219-565-095</td>
<td>Date of Application: 11/06</td>
</tr>
</tbody>
</table>

Site Plan Should Be Returned at the Same Time with the Application Form To:

Christal Perry
Development & Planning - HURA
800 5th Avenue
Huntington, WV 25717

Questions? Call (304) 696-4486, ext. 2048 or e-mail perryC@cityofhuntington.com