Williams County Land Bank
Williams County Land Reutilization Corporation

Application Summary for Property Purchase for Development of a Vacant Lot

APPLICATION SUMMARY

The Williams County Land Bank is seeking proposals for the Development of the Former Edon School property located at 309 W Indiana Street parcel numbers 071-200-04-021.000 & 071-200-04-022.000. The ideal proposal would include either commercial or residential development and have a positive impact on the community. The Land Bank will consider the purchase price proposal and the planned use in their selection process. Page 2 is where the developer will provide more details – this page is a quick overview/summary of your proposal. **Proposer may identify if they only want one or both parcels and this must be clarified within your proposal.**

CONTACT INFORMATION

Company Name _____ Contact Name _____

Mailing Address _____ City, State, Zip _____

Email Address _____ Day time Phone _____

PROPERTY INFORMATION:

Please write a brief description of your planned improvements. Additional details are requested on the next page. Please include if you are interested in both parcels, or only one. If only one, identify which one below as well.

PROJECT FINANCING

Please attach an explanation of how the purchased property and property development will be financed (letter from lender, bank statement, line of credit, etc.). The financing documentation must be in the applicant's name.

Amount of Offer: _____ **Estimated Development Cost:** _____

CHECKLIST OF ADDITIONAL DOCUMENTS NEEDED:

- ❒ Completed **Application Summary** for Property Purchase
- ❒ Completed **Work Plan** including estimated development costs, timeline & additional documents referenced
- ❒ Proof of **Financing** for purchase price, development costs and 20% contingency
- ❒ Review and sign **Terms and Conditions**
- ❒ Photo ID Copy

CERTIFICATION OF UNDERSTANDING:

I understand that MVPO staff and WCLRC members will review my pre-application for property purchase and contact me if any additional information is required. I also understand this is a statement of interest only and there is no guarantee that WCLRC will transfer the selected property. I certify that all the information provided in my application and additional documents are valid and true.

_____ _____ _____

Signature of Applicant **Printed Name** **Date**

PLEASE SUBMIT BY September 10th, 2025 TO:

Estee Blair, MVPO Planner - plannereb@mvpo.org or 1300 E Second Street, Suite 201, Defiance, OH 43512

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Development Plan, Financing Information and Terms and Conditions for WCLRC Vacant Lot Purchase

WORK PLAN

Please attach a detailed plan describing the proposed developments to the vacant lot and their estimated costs. Please include floor plans, design, photos, cost estimates, etc to justify your work plan. Examples of previous work are encouraged.

DEVELOPMENT PLAN TIMELINE AND LOGISTICS

Who are the primary contractors/people that will be performing the renovation work? **If self, please attach an explanation of your prior experiences and a list of materials to be used.**

_____

_____

_____

Projected Start Date: _____ **Projected Completion Date:** _____

TOTAL COST OF DEVELOPMENT

Please add together your purchase price offer with the estimated renovation costs to determine total cost.

Your Purchase Price Offer		$_____
	+	
Expected Development Costs		$_____
	=	
Total Cost of Development		**$**_____

FINANCING INFORMATION

Please submit written proof of the funding that you will use in order to pay the total costs of the development identified above. You must submit proof of funds equal to or greater than the total cost of the development above for this offer to be reviewed.

Proof of Funding (please check every box where proof is submitted**)**

- ❒ Liquid cash shown on a bank statement / letter
- ❒ Liquid cash shown on a retirement / brokerage statement
- ❒ Liquid line of credit shown on a bank or lender statement / letter
- ❒ Loan pre-approval letter from bank or lender for this particular development
- ❒ Credit card statement
    - *CANNOT BE A PRIMARY SOURCE OF FUNDING FOR THE DEVELOPMENT - FOR MATERIALS ONLY.*
- ❒ Liquid cash gift from family member or friend

PLEASE INCLUDE A SIGNED LETTER FROM THE DONOR EXPLAINING THEIR CONTRIBUTION TO YOU AND THIS HOME AND ALSO A BANK STATEMENT / LETTER SHOWING LIQUID CASH AVAILABLE TO THE DONOR.

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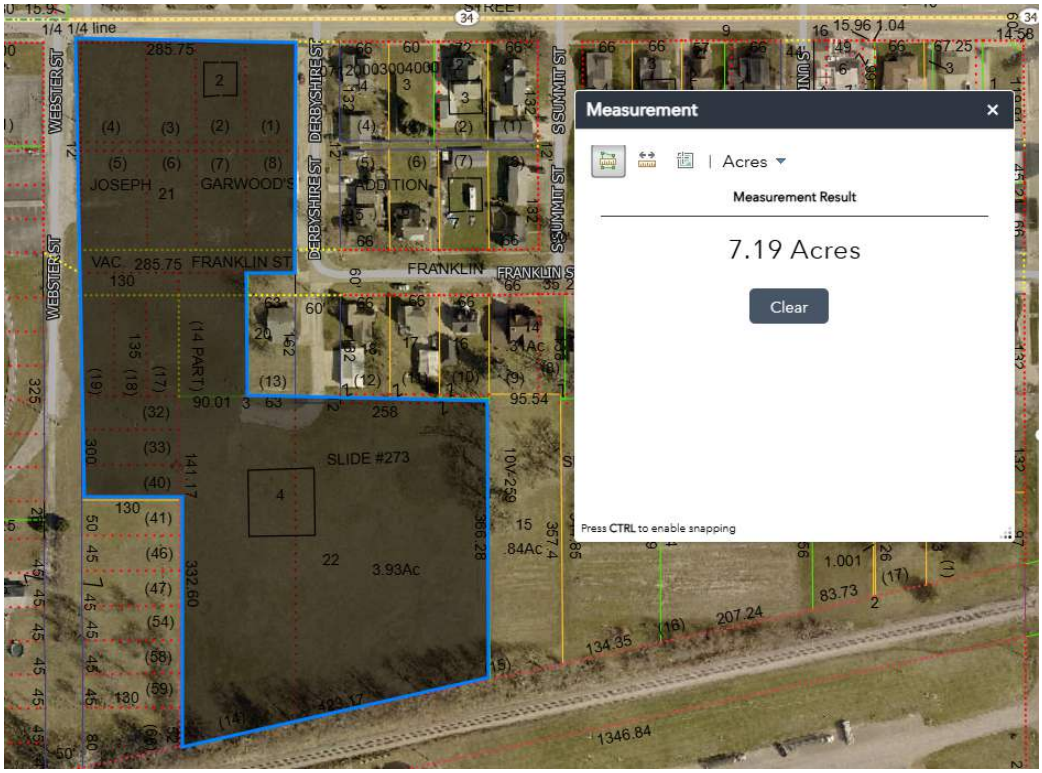
TERMS AND CONDITIONS

1. I am not in default on property taxes payable to any governmental taxing unit in the State of Ohio. I understand that the WCLRC will verify my tax status relative to taxes owed in Williams County.
2. All property owned by applicant, or any legal entity that will have an ownership interest within the State of Ohio, must be violation free. All code violations must be resolved before the WCLRC will consider an application. If building permits are open and in process of being fulfilled, an exception may be granted. Applicants with a history of code violations are not eligible to purchase property from WCLRC
3. Applicant is responsible for determining local land use, zoning and property maintenance laws and certify that they will maintain the property in accordance with all such applicable laws and ordinances
4. All materials and copies submitted with this application are complete, accurate and current
5. I agree and acknowledge that the WCLRC has the sole discretion to accept or reject my offer and may decline my offer to acquire this property for any or for no reason at all.
6. I agree and acknowledge that I will pay all costs and fees associated with the property, the closing of the transaction and any future related costs, taxes or fees of any type, including any and all delinquent taxes and outstanding water assessments, if applicable.
7. I agree that if my offer is accepted, I will act within 14 calendar days from the date of acceptance letter, or the WCLRC may cancel the agreement
8. WCLRC holds the right to request reference at their discretion. If requested, references must be provided within 5 business days of the request.
9. All properties are sold in an “AS IS” and “WHERE IS” condition with no warranty or representations by the Williams County Land Reutilization Corporation and/or Maumee Valley Planning Organization. Purchasers must carefully inspect the properties.
    a. WCLRC does not test chemical composition of the water supply. Buyers are responsible for the quality.
    b. WCLRC does not test or inspect well or septic systems. Buyer is responsible to ensure systems operate in full compliance with the State of Ohio and local regulations.
10. Purchasers agree to develop the property according to work plan submitted.
11. I hereby release, waive, discharge and covenant to hold harmless the WCLRC, its officers, board members, employees, contractors and agents from all liability regarding the condition of the property, whether environmental, physical, legal (title) or otherwise
12. The property must meet local building code requirements at the completion of the development project. This must be coordinated by the purchaser.
13. All costs associated with labor, materials, supplies, etc are the sole financial responsibility of the purchaser
14. The purchaser is responsible for turning on, maintaining, and paying for all utilities used at the property after the purchase agreement is signed
15. All projects are subject to inspections by WCLRC or its agents. Purchaser will be notified 24 hours in advance of inspection.
16. The purchaser must immediately obtain adequate hazard and liability insurance. Absolutely NO work may commence until the property insurance is in effect.

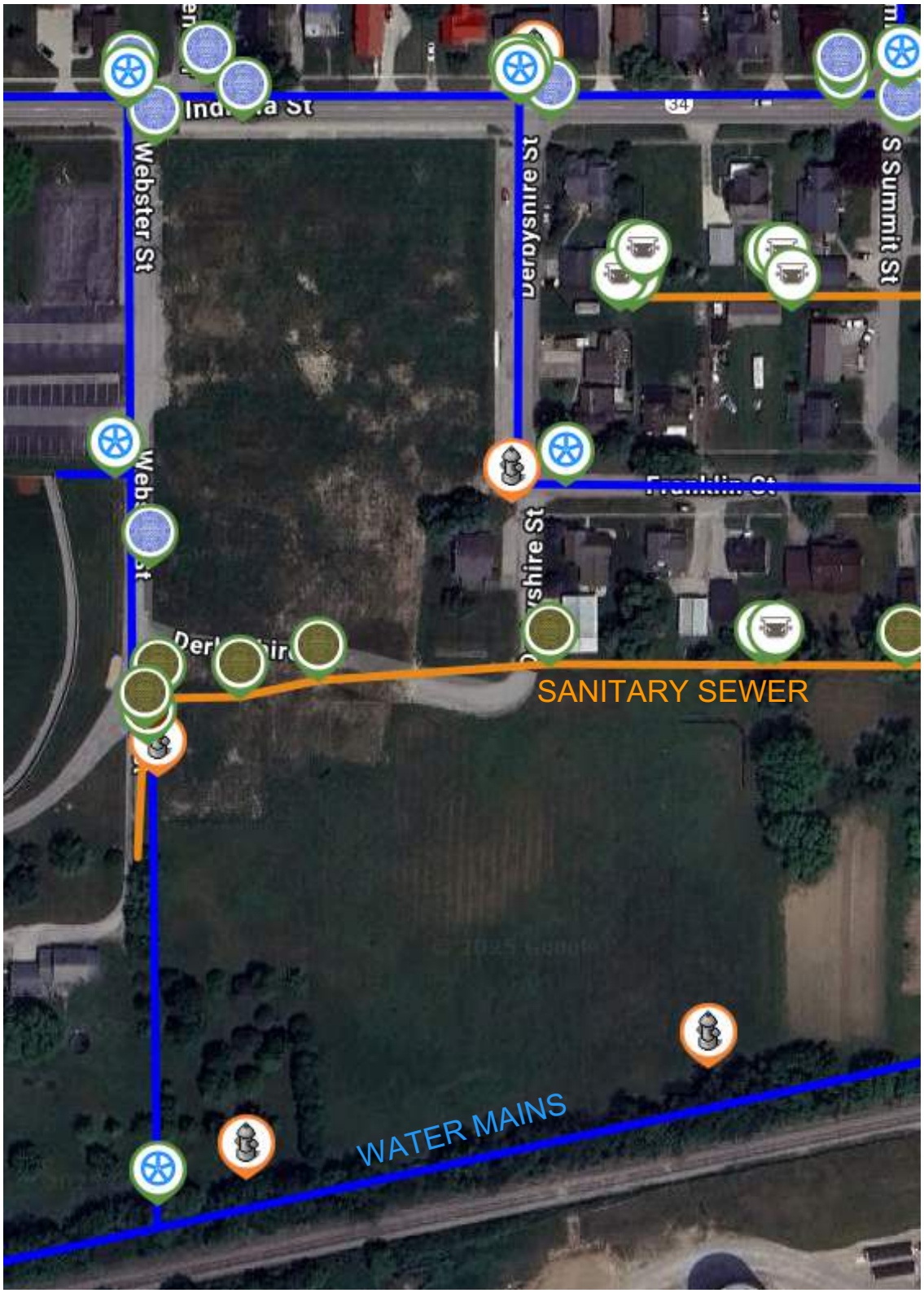
I hereby affirm by my signature affixed hereto that I acknowledge and agree to the terms listed above. I certify that all components of and statements within my application are true and accurate to the best of my knowledge, information and belief.

Signature of Applicant	**Printed Name**	**Date**

TOTAL AREA



FRONT PARCEL

REAR PARCEL

CURRENT UTILITIES