**Glynn-Brunswick Land Bank Authority (GBLBA)**

**Property Interest Application Information**

The Glynn-Brunswick Land Bank is a public authority dedicated to returning vacant, abandoned and foreclosed property back into active use with affordability, owner occupancy, and neighborhood improvement as major focal points.

The GBLBA functions as a strategic development tool that supports growth and investment within neighborhoods of Brunswick and Glynn County through the elimination of blighted and abandoned properties. The GBLBA acquires these properties and makes them available for redevelopment by qualified non-profits, developers, investors, or individuals.

**Property Interest Application Requirements**

If you are interested in a property held by the GBLBA, or would like to propose a project that would involve the acquisition of property by the GBLBA you must:

1) Complete the GBLBA Property Interest Application and Conflict of Interest Disclosure (attached)

2) Attach a *Development Proposal* which includes the following:

- A detailed description of the proposed use of the property

- Cost estimates for the proposed project that estimates the total cost of the development including the

purchase price, site development costs, legal costs, and construction costs.

- Photographs of the property

- A project timeline that estimates groundbreaking and construction/rehabilitation time

- Experience of the applicant with similar projects

3) Provide proof of funding adequate to complete the proposed project. This could include any of the following:

- An audited financial statement

- A letter of credit

- A Funding Commitment Letter describing how the project will be funded

- Previous year’s Tax Return with proof of available funds

4) For projects involving the acquisition of property not held by the GBLBA, applicants are encouraged to have an examination of the title to the property completed at their expense prior to submitting their petition for Board Consideration.

If you have any questions concerning the above requirements, please contact Taylor Ritz, Administrative Director, Glynn-Brunswick Land Bank Authority (912) 280-1997, or [taritz@cityofbrunswick-ga.gov](mailto:taritz@cityofbrunswick-ga.gov)

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**Glynn-Brunswick Land Bank Authority (GBLBA)**

**Property Interest Application**

The purpose of this document is to declare the intent of the interested party to purchase the ‘Property of Interest’ from the Glynn-Brunswick Land Bank Authority within sixty days of the GBLBA having possession of the property.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Interested Party: | |  | | | | |
| Contact Person: | |  | | | | |
| Mailing Address: | |  | | | | |
| City: | | State: | | | Zip code: | |
| Telephone Number: | |  | | | | |
| Email Address: | |  | | | | |
| Non-Profit ( | ) |  |  | For Profit ( | | ) |
| Property Of Interest is owned by:   1. Glynn-Brunswick Land Bank Authority 2. City of Brunswick or Glynn County 3. Other | | | ( )  ()  () |  | |  |
| Address of Property of Interest: | | | | | | |
| Tax Map & Parcel: | | | | | | |

**Development Proposal**: Attach a brief description of your proposal that includes the intended use of the property, the total project cost, the funding source for the project, and the time frame for completion of the project.

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| --- | --- | --- | --- |
| Property Information (to be completed by GBLBA) | | | |
| Property is a vacant Lot ) Yes ) No | |  | Property has a structure () Yes ) No |
| Type of Structure: | | | |
| Condition of Structure: | | | |
| Zoning Information: Flood Zone: ) Yes ) No | | | |
| Utilities Available: | Water ) Yes ) No  Sewer ) Yes ) No | | |
| Lot Size: | | | |
| Tax Assessor’s Office: (attach property appraisal) | | | |
| License & Inspections Dept: (attach property maintenance i.e., demolition liens/cleaning fees, etc.) | | | |

CONFLICT OF INTEREST DISCLOSURE

Identify any member of the Glynn County Commission, City of Brunswick Commission, or Glynn-Brunswick Land Bank Authority who:

1) Has a property interest in the real property affected by this request;

2) Has a financial interest (direct ownership interest of the total assets or capital stock of a business entity where such ownership interest is more than 10%) in any business entity which has a property interest in the property affected by this request;

3) Has a member of the family (spouse, child, parent, sibling) having property financial interest as herein defined; in the real property affected by the request;

4) Serves on a non-profit board or is employed by a non-profit involved with the requested project

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PLEASE READ CAREFULLY – APPLICANT CERTIFICATION

I/We certify that all information on this application is true to the best of my/our knowledge and belief. I/We understand that any misstatement of material fact may be grounds for disqualification. Also, all information furnished must be verified prior to the application approval.

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Signature of Applicant Date