DPD
Department of Planning and Development

ADJACENT NEIGHBORS LAND ACQUISITION PROGRAM (ANLAP)
SALES INITIATION FORM

City of Chicago
Department of Planning and Development
Land Sales Division
121 North LaSalle Street, Room 1003
Chicago, Illinois 60602
Phone: (312) 744-LAND (5263)/Fax: (312) 744-5826
Email: landsales@cityofchicago.org

Date submitted: _____

Applicant Information

Name: _____

Organization (if applicable): _____

Address: _____

City, State, Zip: _____

Telephone number (daytime): _____

Email: _____

Do you own this property? Yes □ No □

Is this your primary residence? Yes □ No □

ANLAP Property Information

Address property to be acquired: _____

Property Index Number (PIN), if available: _____

Detailed description of intended use for property (response required):

_____

_____

_____

_____

Please attach proof of ownership (copy of your recorded deed) and occupancy (copy of photo ID and gas or electric bill). Include a current photo (from the street) of the property requested to be purchase. A non-refundable application fee of $150 is required once departmental approval has been received. You will be notified by DPD when to submit the fee.

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FACT SHEET FOR: Adjacent Neighbors Land Acquisition Program (ANLAP)

The Adjacent Neighbors Land Acquisition Program (ANLAP) allows homeowners in the city of Chicago to purchase vacant city-owned lots for less than market value if the parcel meets certain program requirements.

Eligibility Criteria for purchasing an ANLAP parcel are:

- Purchaser must provide proof of ownership and occupancy of the property immediately adjacent to the ANLAP parcel. Proof must be provided in the form of a recorded deed, utility bills, and photo ID.

- The ANLAP parcel must be zoned Residential (RS, RT, or RM districts). The City will confirm the zoning.

- The appraised Fair Market Value (FMV) of the ANLAP parcel must not exceed $50,000. Cost for the appraisal is due from the Applicant.

- Minimum bids for parcels with the FMV of $10,000 or less must be $1,000.

- Minimum bids for parcels with the FMV of $10,001 to $20,000 must be $2,000.

- Minimum bids for parcels with the FMV of $20,001 or more must be $2,000 + 50% of the FMV exceeding $20,001.

- Purchaser must not be delinquent in payment of real estate taxes and/or other debts to the City of Chicago.

- City Council approval will be required for all purchases.

FEES: Are non-refundable, and payment must be in the form of a certified or cashier's check only.

- Application fee: $150.00
- Purchase of the ANLAP parcel must be finalized within six months of City Council approval.

Restrictions of the ANLAP parcel are below:

1. Buyer can only purchase one parcel via ANLAP.
2. Buyer cannot sell the ANLAP parcel separate from the adjacent property.
3. The ANLAP parcel must be improved within 6 months of conveyance. Improvements to the ANLAP parcel are limited to a residential garage, an addition to the adjacent house and/or landscaping. Any improvements to the ANLAP parcel must comply with zoning, building and other City codes.
4. The restrictions listed above will expire 10 years after the date of conveyance.

By signing below you are indicating that you fully understand the terms and conditions of the ANLAP real estate transaction. You must submit this signed sheet with your completed application and other supporting documents.

X_____Date:_____
Print Name

X_____Date:_____
Signature

ANLAP parcel address: _____

ANLAP parcel Property Index Number (PIN #): _____Ward:_____