



Letter of Interest to Purchase City Land from the City of Chicago

The City of Chicago makes real estate available for purchase and redevelopment, and the Department of Planning and Development (DPD) is one of the City departments authorized to accept purchase applications.

Properties in the department's inventory consist mostly of vacant residential, commercial, and industrial land, but the inventory can also include improved properties. To find out whether a particular property is City-owned and available for purchase, contact the Land Sales Team at 312-744-Land or landsales@cityofchicago.org

The Chicago Zoning Map Tool is a resource to identify City-owned lots and property zoning. City land sales are required to be consistent with zoning. Using the advanced tools tab, the interactive mapping tool allows all City-owned lots to be displayed on the map. <https://gisapps.cityofchicago.org/zoning>

Any entity or individual may qualify to purchase City property at fair market value. The purchaser must be able to demonstrate the ability to complete the purchase and its proposed development.

The value of the property is established by an appraisal prepared by an independent appraiser approved and procured by the City, at the purchaser's cost. City land sales additionally require environmental site assessments based on the proposed use and zoning. The purchaser is responsible for obtaining required environmental site assessment reports and environmental cleanup, if necessary.

The City may consider a sales price that is less than the appraised value: (i) when the purchaser is a non-sectarian, not-for-profit community based organization; or (ii) when the property is in a priority development area and the proposed development meets the redevelopment goals of the redevelopment area and provides tangible public benefits, such as affordable housing units, new or retained jobs, new retail services in an underserved community, cultural activities, or social services.

The Application and Land Sale process consists of seven steps.

- Step 1 Letter of Interest
- Step 2 Land Sale Purchase Application

- Step 3 Review of the purchase application by DPD and other City agencies
- Step 4 Appraisal
- Step 5 Environmental Investigation
- Step 6 Legislative Approvals including City Council
- Step 7 Land Sale Closing

The purpose of the Letter of Interest is for DPD to consider the applicant and its proposal for the development of the City property within the context of existing City plans and redevelopment objectives. If the proposal is accepted by DPD, the applicant will be asked to execute a Land Sale Purchase Application in a form acceptable to the City, which would include detailed site, architectural, and landscape plans, economic disclosure statement, financial information and other support materials.

Please complete this form in its entirety. Incomplete applications may be returned without action taken by DPD.

Acknowledgement:

By signing below, I acknowledge the following:

- This Letter of Interest does not obligate the City to convey property to the applicant or to any other applicant.
- The applicant acknowledges that land sales and development are subject to, and required to comply with, all land use and zoning requirements and other applicable City ordinances.
- All City land sales are contingent on and require City Council approval.
- The City reserves the exclusive right to decide whether to engage in transactions with any applicant.

Please acknowledge that you have read and will abide by the terms described in this Application by signing below.

Legal Name of Applicant

Signed

Date

Printed Name

The Department of Planning and Development (DPD) is accepting Letters of Interest from applicants who are interested in acquiring property from the City of Chicago. All sales of property are intended to support City plans and redevelopment priorities.

Please answer the questions using the space provided. If you wish to provide additional information or would like to submit documents, please attach additional pages. Please include the Applicant name on all pages submitted.

1. Applicant contact information:

- a. Name of Applicant: _____
- b. Organization contact: _____
- c. Address: _____
- d. City: _____ e. Zip code _____
- e. Daytime Telephone: _____
- f. Cell: _____
- g. Email: _____

2. Type of business entity:

- | | |
|--|--|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Sole Proprietorship |
| <input type="checkbox"/> Nonprofit Corporation | <input type="checkbox"/> For-Profit Corporation |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Religious Institution | <input type="checkbox"/> Other _____ |

If the applicant is an entity, please identify: (a) all its directors, officers, members, managing members, managers, as applicable, and (b) all its owners.

For organizational applicants, please provide a brief description of the organization's ownership structure.

3. Property Identification

Provide the street address of the property to be purchased below:

Provide the property’s PIN number(s) (tax parcel identification number(s)) if known:

Current Use of Property: Vacant Land Improved with Building

Proposed Use: Commercial Industrial
 Residential Mixed-Use
 Other _____

Land Area: _____ square feet

Current Zoning Designation: _____

Community Area _____

4. Please provide project narrative, to include if applicable, business expansion needs, anticipated job creation or retention, number housing units, potential commercial tenants, open space, etc.

5. Please select from the following the priorities that align most closely to your organization's purpose in applying for property from the City of Chicago. You may select more than one.

- a. Will positively impact neighborhood and community development plans. _____
- b. Preserves existing stable and viable neighborhoods. _____
- c. Halts slowly occurring decline or deterioration. _____
- d. Confronts rapid or recent decline or deterioration. _____
- e. Targets areas that are non-viable for residential/commercial development. _____

6. Which of the following most closely describes the intended use for the property requested from the City of Chicago?

- a. Assist with neighborhood revitalization, including but not limited to return of vacant, abandoned or foreclosure land to productive status _____
- b. Land assemblage for economic development. _____
- c. Housing development, including but not limited to aligning with the priorities of the Department of Housing _____
- d. Economic development, including, but not limited to job creation, relocation of existing businesses or new businesses _____
- e. Conservation, including, but not limited to environmental use/re-use, community greening, urban agriculture, other. _____

7. Land sales are evaluated by the Department of Planning and Development on community need, eliminating blight, supporting economic growth, providing community benefits, compatible land use, and consistency with local plans.

For reference, DPD provides a list of updated community plans that guide development within Chicago neighborhoods:

https://www.chicago.gov/city/en/depts/dcd/provdrs/planning_and_policydivision/svcs/community-plans.html

Please describe what impact the proposed project has on the adjacent neighbors and the surrounding neighborhood.

8. List and describe any prior experience with acquiring and developing real property.

Please return this form with attachments to:

Department of Planning and Development
ATTN: Land Sales
121 N LaSalle Street, Room 1003
Chicago, IL 60602
landsales@cityofchicago.org