



Houghton County Land Bank Authority Contractor & Developer Information Packet

Available Properties and Redevelopment Opportunities

Proposals due February 28, 2026, by 4:00 PM

This package contains essential materials for contractors, builders, and developers interested in acquiring and redeveloping properties made available by the Houghton County Land Bank Authority (HCLBA). Our mission is to stabilize neighborhoods, preserve historic structures, and promote responsible redevelopment that contributes to the long-term economic vitality of Houghton County.

Included in this packet:

- Available Properties Dataset
- Interactive Property Map ([Map Link](#))
- Sales Policy for Land Bank Acquired Property
- Development Agreement Sample
- Project Proposal Package
- MEDC Permit Ready Housing Plans
- Western U.P. Planning & Development Region Resources for Housing Developers ([WUPPDR Site Link](#))

Next Steps for Interested Developers:

1. Review the materials included in this packet
2. Prepare a complete proposal using the guidance provided
3. Submit proposals to the Houghton County Land Bank Authority at:

HCLBA

401 E. Houghton Ave
Houghton, MI 49931

Treasurer@houghtoncounty.gov

For questions or to request additional information, please contact Jeff Ratcliffe at jeff@kedabiz.com or (906) 482-6817.

Sales Policy for Land Bank Acquired Property

The HCLBA has taken on the ownership of properties and stabilization of buildings in an effort to prevent the loss of historic buildings, avoid further fragmentation of the downtown business districts and neighborhoods and provide opportunities for new development including housing. It is therefore the policy of the HCLBA in doing so is to hold these properties until a viable development opportunity is found that will return these properties to a condition and use that benefits the long-term economic health of our community.

Policy Objective:

- Rehabilitate or redevelop the entire vacant building or property for appropriate and productive use
- Return the property to the tax roll and increase its value through complete redevelopment
- Secure development which adds to the business mix and is in the best interest of the community
- When located in a downtown district, rehabilitate or redevelop the building or property in a manner that if located in an historic district, attempts to conform where practicable or required with Secretary of Interior's Guidelines for Redevelopment of Historic Buildings or the local Historic District Commission guidelines, and enhances the unique historic look and feel of the building in its location or undertakes appropriate historic infill.
- Secure a private developer (DEVELOPER) with sufficient demonstrable financial ability to complete the rehabilitation or redevelopment within a reasonable time frame and sufficient demonstrated ability to achieve the above objectives
- Develop a project that is a "permitted use" under the property's current zoning district designation and does not require re-zoning of the parcel
- Minimize or eliminate any need for obtaining variances from any local zoning ordinance and other municipal codes.

Proposal Requirement:

The sale of each building or piece of property will be done through a proposal process. DEVELOPER must submit with the proposal all information deemed necessary to detail the proposal and permit the HCLBA to evaluate and verify the proposal. The proposal must contain, at a minimum, the submittal of materials detailed in the attached Proposal Form. Proposals will be evaluated on the following criteria. Developers may submit additional information they believe will address each of the criteria. They are:

- Project plan narrative discussing the details of the proposed project and how the project relates to the objectives of the HCLBA for redevelopment of buildings including, but not limited to:
 - Name of the entity proposing to purchase property
 - The intended use of the property and whether it is zoned for the intended use
 - The amount of investment the Developer will make to develop the intended use
 - Whether the intended use adds jobs and/or tax base to the community

- o How the intended use adds to the business and/or residential mix of the community
- o The proposed time frame to achieve the intended use
- o The financial ability of the Developer to achieve the intended use
- o Demonstrated ability to achieve HCLBA objectives
- Development team and experience
- Preliminary floor plans, elevations/renderings, and site plan (use of existing documents may be allowed), description of work to be done (can be shown in the plans and renderings)
- Financing Strategy showing how the DEVELOPER intends to finance the cost of acquisition and rehabilitation
- Project Schedule

DEVELOPER'S financial information, business plans, tax records, and some other documents submitted by the DEVELOPER to satisfy HCLBA's evaluation of DEVELOPER'S proposal will be kept confidential and are not subject to FOIA requests. HCLBA will use an outside, independent economic development consultant (KEDA) to provide review and guidance on selection.

Proposal Elements:

Proposals shall be submitted on a form provided by the HCLBA along with all information needed to address the above criteria. The form must be completed in its entirety. HCLBA will provide a complete proposal package upon request by a potential DEVELOPER.

No proposal may be withdrawn for ninety (90) days after receipt. The HCLBA intends to make a decision to accept or reject a proposal, at a regular scheduled HCLBA Board of Directors' meeting within 90 days of receipt. HCLBA reserves the right to accept or reject any or all proposals, delay its decision, to waive any irregularities in the consideration of the proposals, negotiate with those who have submitted proposals, and to award the contract to the most responsive and responsible party whose proposal is most advantageous to the HCLBA. A decision to accept a proposal does not automatically result in the sale of the property. Sale will only be completed upon the signing of a Property Sale and Development Agreement (Agreement).

The HCLBA will evaluate the proposal based on:

- Whether the proposal is well thought out and presented thoroughly
- Whether the end result retains the basic historic integrity of a building that the HCLBA designates as historic
- Whether there is sufficient evidence that the DEVELOPER has the financial means to undertake the work proposed
- Whether the DEVELOPER demonstrates the capacity/capability to undertake the work proposed

The proposal must be accompanied by a proposal guaranty of \$1,000. The guaranty may be in the form of cash, a certified check, bank draft or bid bond secured by a surety company. The HCLBA will retain the proposal guaranty until an Agreement has been executed between HCLBA and the successful proposer. If the HCLBA chooses not to accept the proposal the proposal guaranty will be returned. The \$1,000 guaranty from the successful proposer will be held in escrow by HCLBA and returned to DEVELOPER upon successful completion of the redevelopment project. DEVELOPER agrees to forfeit the guaranty in case of DEVELOPER'S refusal to enter into the Agreement or proceed to closing on the purchase of the property from the HCLBA.

Completion of Project Conditions:

Projects will be governed by an Agreement that will contain at a minimum performance conditions, indemnification provisions, repurchase provisions if DEVELOPER fails to perform, and provisions covering damages, permits, familiarization with site and other requirements, assignment or sale of property, and continued use of property.

Support to Developer:

A potential DEVELOPER will have access to all current state and local resources available and appropriate to implement the proposal. A detailed list can be obtained from the Keweenaw Economic Development Alliance and at a minimum includes MEDC Community Revitalization Program funding, Houghton County Brownfield Redevelopment Authority Tax Increment Finance support (including the new Brownfield Housing TIF), Tax Abatements, and where available, local development authority grants. If the DEVELOPER chooses to utilize state and local financing assistance, those sources will need to be in place prior to the HCLBA closing the purchase and sale of the property. Preference will be given to proposals that plan to undertake full redevelopment of existing buildings or build higher density residential projects (when allowed by zoning).

Development Agreement Sample

This Development Agreement is entered into by the Houghton County Land Bank Authority, an Authority under the Land Bank Fast Track Act, Act 258 of 2003, as amended, 401 E. Houghton Ave., Houghton, Michigan 49913 (HCLBA) and _____, _____, Michigan, 49_____ (Developer).

RECITALS

This Development Agreement is made under the following circumstances:

- A. The HCLBA owns a certain parcel of real property in the _____ that it acquired through tax foreclosure; that contained blighted buildings that the HCLBA has removed as the first step in redeveloping the property for _____ [mixed use,

commercial/retail, single family, middle market residential housing] (Project); which is listed and legally described on Exhibit A (HCLBA Property); and

- B. The HCLBA has determined that the Project will dispose of tax reverted property in a coordinated manner to foster the development of that property and to promote economic growth by providing for the expansion of desired uses within the [municipality]; and
- C. The Developer has made a proposal (Exhibit B) to the HCLBA on _____, 202__ to undertake the Project and the HCLBA has accepted this proposal on _____, 202__; and
- D. The Developer will seek Brownfield Redevelopment tax increment finance support from the Houghton County Brownfield Redevelopment Authority (HCBRA) to reimburse for eligible infrastructure, site preparation and other expenses and the HCLBA will support this request; and
- E. The HCLBA will provide to the Developer all environmental site assessment information gathered by the State of Michigan during an HCLBA requested site assessment conducted in _____; and
- F. Accordingly, the purpose of this Development Agreement is to set out the obligations of the parties to this Agreement for the undertaking the agreed upon activities and to facilitate the Company's access to state and local assistance.

NOW, THEREFORE, based upon the recitals set forth above and in consideration of the mutual terms and conditions set forth below, the Developer and the HCLBA, agree as follows:

1. **Land Transfer Agreement.** The HCLBA shall transfer the Property to Developer for the development of the Project. Transfer will be with fee title in Developer free and clear of all liens and encumbrances, and subject only to those exceptions acceptable to the Developer in its reasonable discretion including environmental conditions.
2. **Land Transfer Termination.** Should Developer be unable to build the Project, the Land Transfer Agreement shall terminate with no further obligation of either party except those that are specified in the Land Transfer Agreement. The closing of the transfer shall occur contemporaneously with the closing of the Developer's construction financing. Until the construction financing for the Project closes, or earlier, if the HCLBA consents, the Property shall not be mortgaged, pledged or have any liens or encumbrances placed thereon; evidence of this restriction shall be filed with the Register of Deeds if transfer to the Developer takes place prior to the closing on the Developer's construction financing. In the event the Project, for any reason whatsoever, is not completely constructed pursuant to the terms of this Agreement, the Developer, or its successor, shall deed the HCLBA Property back to the HCLBA, in fee, free of any liens or encumbrances, except those in existence at the time of its transfer to the Developer.
3. **Developer Performance.** Developer agrees to begin construction within ____ days of Land Transfer and shall complete construction within ____ days of commencement. Any changes to these timelines shall be immediately communicated to the HCLBA for consideration of an amendment to the agreement.

4. **Adverse Environmental Conditions.** The Developer and the HCLBA acknowledge that they do not have actual knowledge of the location and extent of adverse environmental conditions on the HCLBA property beyond what was found in a Brownfield Site Assessment performed by the Michigan Department of Environment, Great Lakes and Energy in [Year]. Said report is attached as Exhibit D. Developer shall assume responsibility for any further investigations he deems necessary and all due care responsibilities that may be applicable.
5. **Compliance with Laws, Rules and Regulations.**
 - 5.1. The Developer shall comply fully with all local ordinances, state and federal laws, and all applicable local, state and federal rules and regulations. Nothing in this Agreement shall abrogate the effect of any local ordinance.
 - 5.2. Non-compliance with this Agreement, or discovery of material irregularities at any time are regarded as material breaches of this Agreement. The HCLBA, in addition to any other remedy provided by law, may terminate this Agreement.
6. **Termination.** This Agreement shall terminate on the earlier to occur of: (a) the transfer of property and completion of the Project; (b) the mutual agreement to terminate the Agreement; (c) upon failure of the Developer to complete the construction of the Project after transfer of the property.
7. **Indemnification.** The Developer shall indemnify, hold harmless, and defend the HCLBA, its officials, agents and employees, from any and all claims or causes of action arising from or on account of negligent acts or omissions of the Developer, its officers, employees, agents or any persons acting on its behalf or under its control, in undertaking the development project or arising in any way from this Agreement, including but not limited to, claims for damages, reimbursement or set-off arising from, or on account of, any contract, agreement or arrangement between the Developer and any person for the performance of related activities or the terms of this Agreement.
8. **Notices.** All notices, requests, demands and other communications that are required or permitted to be given under this Agreement will be in writing and will be deemed to have been sufficiently given for all purposes hereunder if (a) delivered personally to the party to whom the same is directed, or (b) sent by certified mail, postage prepaid, return receipt requested, at the addresses identified below; or to such other party at such other address as shall be given in writing in accordance herewith.
 - 8.1. If to the HCLBA, to: Houghton County Land Bank Authority, 401 E. Houghton Ave.,
Houghton, Michigan 49913
 - 8.2. If to Developer, to:
9. **Miscellaneous Provisions.**
 - 9.1. Successors and Assigns; Assignments; No Other Intended Beneficiaries. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns; however, the Developer shall not assign this Agreement without the prior written consent of the HCLBA, which will not be unreasonable withheld. No person not a party hereto is intended to be a beneficiary of or to have the right to enforce this Agreement Entire Agreement. This

- 9.2. Agreement represents the entire agreement, as it exists at the time of the signing of this Agreement between the parties. This Agreement may not be amended, altered or modified unless the party against whom enforcement of any waiver, modification or discharge is sought does so in writing.
- 9.3. Choice of Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan. The parties acknowledge that the proper venue of any court action is in Houghton County, Michigan.
- 9.4. Severability. The invalidation of one or more of the terms of this Agreement shall not affect the validity of the remaining terms.
- 9.5. Survival. Except as otherwise provided in this Agreement, all representations, warranties, covenants and agreements of the parties contained or made pursuant to this Agreement shall survive the execution of this Agreement.
- 9.6. Effective Date. This Agreement shall become effective when approved and executed by the HCLBA and the Developer. Recitals. The recitals set forth above are incorporated by reference into this Agreement as if fully set forth therein.
- 9.7. Recitals. The recitals set forth above are incorporated by reference into this Agreement as if fully set forth therein.

[Developer]

Houghton County Land Bank Authority

Date

Lisa Mattila, Chairperson

Date

Attachments:

Exhibit A – Property Description

Exhibit B – Proposal

Exhibit C – Houghton County Land Bank Authority Request for Proposal

-DRAFT-
HOUGHTON COUNTY LAND BANK AUTHORITY
PROPOSAL PACKAGE

PURCHASE AND REDEVELOPMENT OF
LAND BANK ACQUIRED PROPERTY

(address)

As Issued: _____
(date)

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ACQUIRED PROPERTY

SPECIAL INSTRUCTIONS TO PROPOSERS

SUMMARY OF HCLBA'S OBJECTIVES FOR THE REHABILITATION OR REDEVELOPMENT ACQUIRED PROPERTY:

The Houghton County Land Bank Authority (HCLBA) pursued the acquisition of the subject property to enhance and encourage rehabilitation or redevelopment in our downtowns and neighborhood and increase the quality of the area's housing stock.

Rehabilitation and Redevelopment by a Developer must be in line with and achieve the following objectives:

- Rehabilitate the entire vacant building or redevelop property for appropriate and productive use
- Return the property to the tax roll and increase its value through complete rehabilitation and redevelopment
- Secure development which adds to the business mix and is in the best interest of the community
- When located in a downtown district, rehabilitate or redevelop the building or property in a manner that if located in an historic district, attempts to conform where practicable or required with Secretary of Interior's Guidelines for Redevelopment of Historic Buildings or the local Historic District Commission guidelines, and enhances the unique historic look and feel of the building in its location or undertakes appropriate historic infill.
- Secure a private developer (DEVELOPER) with sufficient demonstrable financial ability to complete the rehabilitation or redevelopment within a reasonable time frame and sufficient demonstrated ability to achieve the above objectives
- Develop a project that is a "permitted use" under the property's current zoning district designation and does not require re-zoning of the parcel
- Minimize or eliminate any need for obtaining variances from any local zoning ordinance and other municipal codes.

SUBMITTING PROPOSALS:

Developer is to submit their proposal to the Houghton County Land Bank Authority, 401 E. Houghton Ave., Houghton, Michigan. Proposal envelopes shall be clearly marked "HCLBA Property Proposal" Proposals shall be on the attached quotation form.

All blanks must be completed with no interlineations, erasures or recapitulation of the proposed work to be done other than that contained in the Proposal.

No proposal may be withdrawn for ninety (90) days after receipt. The HCLBA (hereinafter “OWNER”) intends to make a decision to accept or reject a proposal, at a regular scheduled HCLBA Board meeting within 90 days of receipt. OWNER reserves the right to accept or reject any or all proposals, delay its decision, to waive any irregularities in the consideration of the proposals, negotiate with those who have submitted proposals, and to award the contract to the most responsive and responsible party whose proposal is most advantageous to the OWNER. A decision to accept a proposal does not automatically result in the sale of the property. Sale will only be completed upon the signing of the Agreement.

PROPOSAL GUARANTY:

The proposal must be accompanied by a proposal guaranty of \$1,000. The guaranty may be in the form of cash, a certified check, bank draft or bid bond secured by a surety company. The OWNER will retain the proposal guaranty until a Property Sale and Development Agreement (hereinafter “Agreement”) has been executed between the OWNER and the successful proposer. If the OWNER chooses not to accept the proposal the proposal guaranty will be returned. The \$1,000 guaranty from the successful proposer will be held in escrow by the OWNER and returned to DEVELOPER upon successful completion of the redevelopment project. DEVELOPER agrees to forfeit the guaranty in case of DEVELOPER’S refusal to enter into the Agreement or proceed to closing on the purchase of the property from OWNER.

ADDITIONAL BID SUBMITTALS:

DEVELOPER must submit with the proposal all information deemed necessary to detail the proposal and permit OWNER to evaluate and verify the proposal. The proposal must contain, at a minimum, the submittal materials detailed in the attached Proposal Form.

Proposals will be evaluated on the following criteria. Developer may submit additional information they believe will address each of the criteria. They are:

- Project plan narrative discussing the details of the proposed project and how the project relates to the objectives of the HCLBA for redevelopment of buildings including, but not limited to:
 - The intended use of the property
 - The investment Developer will make to develop the intended use
 - Whether the intended use adds jobs and/or tax base to the community
 - How the intended use adds to the business and/or residential mix of the community
 - The proposed time frame to achieve the intended use
 - The financial ability of the Developer to achieve the intended use
 - Demonstrated ability to achieve HCLBA objectives
- Development team and experience
- Preliminary floor plans, elevations/renderings, and site plan (use of existing documents may be allowed), description of work to be done (can be shown in the plans and renderings)

- Financing Strategy showing how the DEVELOPER intends to finance the cost of acquisition and rehabilitation
- Project Schedule

DEVELOPER'S financial information, business plans, tax records, and some other documents submitted by the DEVELOPER to satisfy OWNER'S evaluation of DEVELOPER'S proposal will be kept confidential and are not subject to FOIA requests.

OFFER OF ALTERNATIVES TO PROPOSAL SPECIFICATIONS:

Alternate proposals, which are at variance from the express SPECIFICATIONS herein, may be offered. OWNER reserves the right to consider and accept such proposals if in its judgment it will produce a result equal to or better than that specified herein, and is deemed to be in the best interests of OWNER.

REVIEW AND SELECTION OF PROPOSALS:

OWNER will review and select the successful proposal based on the following steps and timeline:

- I. Review and Approval
- II. Rejection or Request for Additional Information/Modification
- III. Execution of Property Purchase & Development Agreement
- IV. Closing on sale of property

PERFORMANCE GUARANTY IN LIEU OF BOND:

The chosen DEVELOPER shall furnish, in lieu of a Performance Bond, a Performance Guaranty deposit of \$1,000. The deposit may be in the form of cash, a certified check, bank draft or bond secured by a surety company running to OWNER. DEVELOPER acknowledges and agrees that the Performance Guaranty shall indemnify OWNER from and against all claims, etc. growing out of or incurred in the prosecution of the work and necessary to the completion of the entire work according to the Agreement. The deposit must be in place prior to the beginning of site work and construction.

TIME OF COMPLETION AND PENALTY PROVISIONS:

DEVELOPER shall commence significant project work within four (4) months following transfer of the property to DEVELOPER. OWNER anticipates the substantial completion of the project by the DEVELOPER's proposed completion date, whichever is earlier. Failure on the part of DEVELOPER to commence site and construction work within four months may, at OWNER's option, result in loss of the Performance Guaranty and repurchase of the site by OWNER based on the guidelines contained in the next section of this package.

Failure on the part of DEVELOPER to complete the work outlined in the proposal by the agreed upon deadlines may result in OWNER deducting \$50 per day for each and every calendar day beyond the agreed dates. Said penalties, if any will be deducted first from the Performance

Guaranty deposit noted in the preceding section. If, after the guaranty is exhausted and the project is still not completed to the satisfaction of OWNER then OWNER may levy an assessment on the property equal to the sum of the daily penalties in a manner consistent with State and local law, said assessment to become payable in the same manner as property taxes levied upon the parcel.

PROVISIONS FOR RE-PURCHASE OF PROPERTY BY OWNER FOR LACK OF PROGRESS:

If DEVELOPER has not commenced significant project work within four months of the transfer of the property to DEVELOPER, OWNER may seek re-purchase of the parcel based on the following guidelines:

- OWNER rescinds the Property Sale and Development Agreement
- OWNER refunds the purchase price to DEVELOPER (less costs detailed below)
- DEVELOPER deeds clear title for the parcel back to OWNER & OWNER takes possession of the land
- Any refund of the purchase price paid shall be reduced by the following costs, where applicable:
 - Land sale closing costs
 - Title commitment and/or title insurance policies
 - Municipal utility connections (OWNER's costs plus connection fees)
 - Payment in full of any outstanding special assessments for improvements to or adjacent to the property
- Acceptable satisfying and removal of any debts, liens, encumbrances, mortgages, land contracts and other similar instruments placed upon the property by DEVELOPER or any other party
- Any unpaid real estate taxes that have become due and owing prior to receipt of clear title by OWNER
- Forfeit of Performance Guaranty
- An administrative fee of 5% of the original purchase price, or \$5,000, whichever is greater Any attorney fees and court costs of OWNER necessary to secure the re-purchase of the parcel
- Estimated amounts for settlement of any claims, demands, suits for action, recoveries, judgments, liabilities and obligations against DEVELOPER. The estimated amounts to cover the costs for said actions and settlements shall be retained in escrow by OWNER until all are settled.

INDEMNIFICATION:

DEVELOPER assumes all risks of damages or injuries, including death, to property or persons used or employed on or in connection with the work, and all risks of damages or injuries, including death, to any persons or property wherever located, resulting from any action, omission or operation under the contract or in connection with the work, whether such action, omission or

operation is attributable to DEVELOPER, any of its subcontractors, any material supplier, anyone directly or indirectly employed by any of them, or any other person. DEVELOPER shall indemnify, hold harmless and defend OWNER, its employees, agents, servants and representatives, from and against any and all claims and demands of whatever nature, regardless of the merit thereof, which may be asserted against OWNER, or on account of any such damages or injuries, including death, whether or not such damages or injuries, including death, are caused in part by the negligence of OWNER, its employees, agents, servants, or representatives; provided, however, that DEVELOPER shall not be obligated to indemnify OWNER hereunder for any damages or injuries, including death, caused by or resulting from the sole negligence of OWNER. In case DEVELOPER shall fail, neglect, or refuse to comply with any of the provisions of this paragraph, OWNER may, in order to protect itself from liability, defend any claim, demand or suits for actions and pay, settle, compromise and procure the discharge thereof, in which case DEVELOPER shall repay OWNER any and all such loss, damage and expenses, including the attorney's fees paid, suffered or incurred by OWNER in so doing. As much of the monies due, or to become due, to DEVELOPER as shall be deemed necessary by OWNER, shall or may be retained by OWNER until each and every one the of the claims, demands, suits, actions, recoveries, judgments, liabilities and obligations have been settled and discharged and evidence to that effect furnished OWNER; or OWNER may collect the same in whole or in part in any lawful manner from DEVELOPER.

DAMAGES:

DEVELOPER shall be liable for any damage that may be done as a result of this contract or through his neglect or that of his Subcontractors or persons employed by him to this or adjoining property, including buildings, structures, utilities, streets, sidewalks, etc. and will repair any such damage, leaving all properties in as good or better condition as each was previous of this work. DEVELOPER shall be held responsible by OWNER for all damage caused to any work on this project by his own forces or those of his Subcontractors, or by others connected with his operation on this project in any way, and shall make all necessary repairs to or replacement of such damaged work to OWNER's complete satisfaction, at no expense to OWNER.

PERMITS:

DEVELOPER shall secure and pay for the following necessary permits and approvals for the project:

- Municipal and County Permits necessary for the Rehabilitation and/or Reconstruction of said property
- Notification and costs of connection of and establishing accounts for all utilities at each site, including, but not limited to water, sanitary sewer, electrical, natural gas, telephone and cable television services.

FAMILIARIZATION WITH SITE AND OTHER REQUIREMENTS:

Proposers shall visit the site, satisfy themselves with its conditions and familiarize themselves with the requirements of this proposal package, and the Zoning and other Development Codes of the municipality where the property is located, Houghton County, and the State of Michigan before delivery of their proposal to OWNER. The proposer shall not rely on verbal representations made by any party.

ASSIGNMENTS OR SALE OF PROPERTY:

Prior to the completion of the construction of the project and written acceptance by OWNER, DEVELOPER shall not assign, sub-let, transfer, convey, sell or otherwise dispose of the property or his right, title or interest to it or any part thereof, without the prior written consent of OWNER. Upon written acceptance of the completed project by OWNER, this contingency shall become null and void.

CONTINUED USE OF PROPERTY:

DEVELOPER shall have free and continued use of the property upon acceptance of the completed project by OWNER. All subsequent uses of the property shall be in accordance with and comply with the municipality's zoning and other applicable property maintenance, health, safety, sign and construction Codes as they exist at the time of use and as amended from time to time by the appropriate regulatory body. Any change in use that is not in compliance with the above codes is hereby prohibited and shall cease immediately upon notification by the municipality or other applicable regulatory body with proper jurisdiction over the property's use.

CONFLICTING REQUIREMENTS:

If any requirement of these Special Instructions to Proposers shall conflict with other requirements in the Special Project Details and Specifications, the provisions of these Special Instructions shall prevail.

PROPOSAL FOR PURCHASE AND REDEVELOPMENT

(location)

To: The Houghton County Land Bank Authority

Having carefully examined the site and being fully informed regarding the conditions governing the purchase and re-development of the site, and having read and examined the Special Instructions to Proposers, Special Project Details and Specifications, Sale and Development Agreement, Performance Guaranty and the rules, codes and regulations that will pertain to this work, and agreeing to be bound accordingly, the undersigned proposes to purchase the subject property and furnish all labor, tools and materials necessary to undertake the proposed redevelopment project in accordance with the above provisions.

NAME OF PROPOSER/DEVELOPER: _____

The undersigned hereby offers OWNER a cash purchase price for the subject property at

for \$ _____ (_____) dollars.

If awarded the property, significant site work and construction of a permanent building(s) will commence by _____, ____ 20____ and will be substantially completed in a timely and prudent manner, with a proposed completion date for the project on or before _____, ____ 20____.

REDEVELOPMENT OF _____:
(Attach additional Sheets if Necessary)

The undersigned intends to use the parcel for the following purpose(s): _____

General Description of Use (Retail commercial business, Offices, Second floor apartment(s), etc.): _____

Number and Square Feet of Retail business, Apartment or Vacation Rental Units or Office Suites: _____

Preliminary Dollar Estimate of Private Investment: \$ _____

Estimated employment, if any, when project is completed: _____

The undersigned acknowledges and agrees that:

- I. This Proposal may not be withdrawn for a period of ninety (90) days from the opening thereof
- II. OWNER reserves the right to reject any or all proposals, to waive any irregularities in the proposal process, and to award the contract to the proposal which is determined the OWNER to be most advantageous to OWNER.

The undersigned states that they have undertaken projects similar in character and size to that covered by this proposal within the last three years at the following named times and places to wit:

Location:	Type/Size of Project:	Date Completed:
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Dated and signed this _____ day of _____, 20_____ .

If an Individual: _____

Doing Business As: _____

If a Partnership: _____

By: _____, Partner

If a Corporation: _____

By: _____

Title: _____

PROPOSER/DEVELOPER CONTACT INFORMATION:

STREET ADDRESS: _____

PO BOX: _____

CITY, STATE, ZIP: _____

WEBSITE: _____

PHONE NUMBERS: _____

EMAIL ADDRESS(ES): _____

SPECIAL PROJECT DETAILS AND SPECIFICATIONS

1. DEVELOPER is required to coordinate this project with the various permitting parties as noted in the Instructions to Bidders. Street or lane closures shall be kept to a minimum, and shall be permitted only with prior written consent of OWNER. DEVELOPER shall also coordinate any closures and signage with OWNER and any affected property owners. Traffic control and signage is considered incidental to the project.
2. DEVELOPER shall furnish and maintain barricades and safety fences suitable for the protection of the pedestrian and motoring public during the entire period that said projects are underway. Barricade and safety fence types and placement shall be approved by OWNER prior to commencement of work.
3. DEVELOPER should have a Phase 1 Environmental Assessment performed. All information available to the HCLBA about the property will be provided to the Developer, but it will be transferred in an “as is” condition.

LOCATION MAPS

APPENDIX
(e.g., Calumet Redevelopment Guidelines and Resources)

MEDC Permit Ready Housing Plans

MEDC provides "permit ready" housing plans to streamline project approval processes for pre-approved housing types. These open source stamped housing plans and handbooks are available for any community in Michigan and can be downloaded here:

<https://www.miplace.org/programs/permit-ready-housing-plans/>

DUPLEX HOUSING MODELS



The Macey Handbook

[Download Here](#)



The Luce Handbook

[Download Here](#)



The Herman Handbook

[Download Here](#)

QUADRAPLEX HOUSING MODELS



The Fritz Handbook

[Download Here](#)



The Retting Handbook

[Download Here](#)