

◆ Muncie Redevelopment Commission Side Lot Program Information ◆

Abutting Neighbors

Abutting neighbors must be a residential owner of contiguous property to a vacant lot or structure in Muncie as defined by the City of Muncie ordinances and State of Indiana Code. They must reside in the property adjacent to the MRC property for which they are bidding. Any purchase by an abutting neighbor cannot be conveyed to another owner for a minimum of 3 years.

Abutting neighbors are given priority consideration to purchase abutting lots, which have been offered for public sale, or for a fair asking price. If two neighbors submit bids, a ticket drawing will occur where the winning ticket will receive the property. If only one bid is submitted, MRC will then enter into a purchase agreement with the abutting neighbor for the conveyance of the property. If no bids are received, the City may negotiate with any qualified bidder.

Application Approval Process

All bid packets shall be opened at a public hearing of the MRC. Once opened, MRC staff will review the bid packets for final recommendation to the MRC. Bids for MRC properties shall appear on the subsequent agenda for approval or denial.

Bids will be approved using the following criteria:

- Closest to MRC asking price,
- Applicant demonstrates financial capacity to rehabilitate the property with proof of funding from a lending institution or financial statements, and
- Applicant demonstrates ability to manage the construction project within the mandated timelines, including but not limited to certificates of completed construction, skilled job/labor training in building trades, and/or examples of similar completed projects.

Successful applicants will be notified in writing, and a closing will be scheduled (usually within 45 days).

At closing, the total bid amount is due by certified check made payable to Muncie Redevelopment Commission. At closing, the bidder will receive a HUD-1 closing statement, and other standard closing documents. Any fees accrued prior to the sale date shall be outlined on the HUD-1. Any additional fees that may show on the subsequent tax bill will be evaluated by MRC and adjusted to reflect the accuracy of fees at the time of closing.

After the closing, the purchaser is responsible for any code violations, taxes, sewer fees, maintenance, and any other issues related to the purchased property.

A purchased property is transferred from the MRC with a clean title. Once the property is conveyed to the MRC, MRC will initiate title services to expedite the sales process once a buyer has been identified. MRC will take the necessary steps to ensure that the title insurance is provided at the time of the closing. MRC will record the deed with the Delaware County Recorder's Office.

Project Agreement

At the time of sale, buyers must enter into a project agreement with the MRC.

For more information, please contact MRC Neighborhood Investment Committee, City Hall, Office of Community Development, 300 N. High Street, 3rd Floor, Muncie, Indiana 47305, Phone (765) 747-4825, Fax (765) 747-4898, Email zbishop@cityofmuncie.com, Website: www.cityofmuncie.com/mrcresidential