



City of Highland Park – Offer to Purchase Application

PURCHASER(S) INFORMATION			
Purchaser (Check One):	<input type="checkbox"/> Resident	<input type="checkbox"/> For Profit Organization	
	<input type="checkbox"/> Non-Profit Organization	<input type="checkbox"/> Non-Resident	
	<input type="checkbox"/> Developer		
Applicant's Name:		Driver's License Number:	
Applicant's Name		Driver's License Number:	
Address:		City, State, Zip Code:	
Telephone Number:		Alternate Phone Number:	
Email Address:			
Doing Business As:			
Doing Business As Address:			
Website:			

PROPERTY INFORMATION	
Property Address:	
Parcel Number:	
Type of Property (Please Check One)	
<input type="checkbox"/> Residential vacant side lot adjacent to the property I own	
<input type="checkbox"/> Residential vacant lot	
<input type="checkbox"/> Commercial vacant lot	
<input type="checkbox"/> Commercial structure that I intend to demolish	
<input type="checkbox"/> Commercial structure that I intend to rehabilitate to code	
Please answer the following questions.	
1. Describe in detail your intended use of the lot or structure. (Please attach a separate sheet if necessary):	
Only answer questions 2 – 4 if you are purchasing a commercial lot or structure.	
2. Current zoning classification of the lot or structure?	
3. Does the current zoning classification allow for the intended use?	
4. Does the intended use require a zoning variance?	

By signing this application, I hereby attest that I have read and understood the information provided to me regarding the Offer to Purchase Program.

APPLICANT(S) SIGNATURE(S)		
Purchaser One Signature	Printed Name	Date
Purchaser One Signature	Printed Name	Date

City of Highland Park
Community Economic Development
12050 Woodward Avenue
Highland Park, MI 48203



Contact Information
cclyburn@highlandparkmi.gov
(313) 252-0050

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OFFICIAL USE ONLY

Received By: _____
Approved By: _____
Denied By: _____
Reason for Denial: _____
Date Notification Sent to Prospective Purchaser: _____

WATER DEPARTMENT CERTIFICATION

By way of a database search, the applicant as listed above does not currently owe monies to the City of Highland Park for water assessments or other property maintenance charges.

Comments: _____

Signature: _____ Printed Name: _____ Date: _____

TAX & ASSESSMENT CERTIFICATION

By way of a database search, the applicant as listed above does not currently owe monies to the City of Highland Park for property taxes, personal property taxes, other property maintenance charges

Comments: _____

Signature: _____ Printed Name: _____ Date: _____

LEGAL DEPARTMENT CERTIFICATION

Comments: By way of a database search, the applicant, as listed above, does not currently owe monies to the City of Highland Park for any legal fees, claims, or other property maintenance charges.

Comments: _____

Signature: _____ Printed Name: _____ Date: _____

COMMUNITY & ECONOMIC DEVELOPMENT CERTIFICATION

Comments: By way of database search, the applicant, as listed above, does not currently owe monies to the City of Highland Park for property maintenance charges or unpaid blight bills and has no code violations within the past 18 months.

Comments: _____

Signature: _____ Printed Name: _____ Date: _____

CITY COUNCIL REVIEW

Decision: APPROVED DENIED

Council Resolution Date: _____

City Clerk's Signature: _____ Date: _____

Applicant(s):
OTP Address:
Purchase Price: