



# City of Philadelphia

City Council  
Chief Clerk's Office  
402 City Hall  
Philadelphia, PA 19107

**BILL NO. 190606-AA  
(As Amended on Floor 10/24/2019)**

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**Introduced June 20, 2019**

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**Councilmember Quiñones Sánchez  
for  
Council President Clarke,  
Councilmembers Parker, Blackwell and Johnson**

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**Referred to the  
Committee on Public Property and Public Works**

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**AN ORDINANCE**

Amending Title 16 of The Philadelphia Code, entitled "Public Property," by amending Chapter 16-400, entitled "Vacant and Surplus Properties," Chapter 16-500, entitled "Councilmanic District Development Program," and Chapter 16-700, entitled "Philadelphia Land Bank," in order to establish uniform procedures for the disposition of property by the City and City-related agencies to whom the City conveys property, and to amend the provisions governing the Land Bank, all under certain terms and conditions.

*THE COUNCIL OF THE CITY OF PHILADELPHIA HEREBY ORDAINS:*

SECTION 1. Sections 16-401 and 16-402 of The Philadelphia Code, and the header of Chapter 16-400 of the Code, are hereby amended to read as follows:

CHAPTER 16-400. [VACANT AND] SURPLUS PROPERTIES.

§ 16-401. Legislative Findings.

The Council of the City of Philadelphia hereby finds that:

(1) Throughout the City of Philadelphia a large number of properties are vacant and have been vacant for an abnormal amount of time;

(2) The vacant properties are in such poor physical condition as to make them uninhabitable in the present conditions;

# City of Philadelphia

*BILL NO. 190606-AA, as amended continued*

(3) Certain properties have been declared by City to be unfit for human habitation since they are in violation of building, fire, health and other City Codes;

(4) The owners of certain vacant or unoccupied properties are delinquent in the payment of Real Estate Taxes, Water and Sewer Rents, or other municipal liens and charges;

(5) The properties in their present conditions are and have become a blighting influence in and about the neighborhood where located and thus are a liability to the City and its citizenry;

(6) Nonpayment of the tax obligations by the owners of these properties indicates that they may have or intend to abandon such properties;

(7) Certain property owners desire to donate properties to the City as an alternative to abandoning them;

(8) It would be in the best interest of the owners of such properties and the citizens of Philadelphia if such property would be acquired, and accepted by the City of Philadelphia, to be held in trust until they can be rehabilitated for use by its citizens under certain terms and conditions;

(9) The City has acquired a number of vacant properties throughout the City at Sheriff's sales within its equity of unpaid taxes. Certain of these properties are surplus to the needs of the City but are capable of being improved, rehabilitated and re-used by the citizens of Philadelphia. Inasmuch as the City has no bonded indebtedness invested in these properties and their re-use will relieve the City of the care, maintenance and management of the properties, arrest the blight of the neighborhoods within which they are located and restore the properties to productive use, certain of these properties should be made available for disposition in accordance with the provisions of this Chapter;

(10) Certain other vacant properties cannot be acquired by donation either due to inability to locate the owners, heirs or successors in title; title vests in insolvent estates, institutions or corporations; defects exist in the chain of title; or claims of other than municipal creditors such as mortgagees, judgment or lien holders either cannot or will not be released or satisfied of record insofar as they affect title to such properties thereby deeming acquisition by Eminent Domain essential and serving a public purpose which will promote the public health, safety and welfare.

§ 16-402. Definitions.

(1) In this Chapter the following definitions shall apply:

[(a) Properties shall be deemed vacant where no legal occupants have occupied the building for a continuous period of six or more months prior to the offer of such property to the City.]

# City of Philadelphia

*BILL NO. 190606-AA, as amended continued*

[(b) Properties shall be deemed delinquent where the owner of the property is delinquent in the payment of Real Estate Taxes or Water and Sewer Rent and/or against which there are municipal liens.]

[(c) Blighted properties shall include:

(.1) Any premises which because of its physical condition or use is regarded at law as a public nuisance or has been declared "unfit for use" by a City agency or Department in accordance with the provisions of any City Code.

(.2) Any vacant or unimproved lot or parcel of ground in a predominantly built-up neighborhood, which as a result of neglect or lack of maintenance by the owner has become a place for the accumulation of trash and debris or a haven for rodents or other vermin; or has thereon abandoned wells, shafts, basements, excavations, unsafe fence or other unsafe structures so designated by any City agency under the provisions of any City Code or which condition shall be deemed legally to be a public nuisance by the City.

(.3) Those properties defined as blighted by Act No. 94 of June 23, 1978, amending the act of May 24, 1945 (P.L. 991, No. 385) known as the "Urban Redevelopment Law", and any future amendments thereto.]

[(d)] (a) Surplus Properties. Surplus properties are those properties which:

[(.1)] are vacant;

[(.2)] (.1) have been acquired by *an Agency or the City* [at Sheriff's sales within the City's equity of unpaid taxes and other municipal claims];

[(.3)] (.2) the City has no bonded indebtedness in *connection with such property*;

[(.4)] (3) are determined by *the City or the relevant Agency* to be suitable for *disposition* to effectuate the purposes of this Chapter; and

[(.5)] (.4) if owned by *the City*, have not been designated by the Commissioner of Public Property as necessary for other municipal uses.

(b) *Agency. The Philadelphia Land Bank ("Land Bank") and the Philadelphia Redevelopment Authority ("Redevelopment Authority").*

(c) *Qualified Applicant. An individual or entity who meets the standards of the provisions of Section 16-404(2)(a).*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

(d) *Disposition.* The conveyance, exchange, sale, transfer, grant, or mortgage of one or more interests in real property from any Agency to a private, non-Agency or non-governmental, party, but not including the provision of a leasehold interest.

(e) *Disposition Policy.* A uniform policy for the disposition of property by the Agencies that is attached as Exhibit A, that may be amended by ordinance, and that supplements, but is not inconsistent with, the provisions of this Chapter.

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SECTION 2. Sections 16-403, 16-404, 16-405, 16-406, and 16-407 of Chapter 16-400 of The Philadelphia Code are hereby repealed in their entirety, and replaced with new Sections 16-403 through 16-406, to read as follows:

§ 16-403. *Disposition Policy: General Provisions.*

(1) *Section 16-404 sets forth policies governing the disposition of surplus properties by Agencies. Such policies shall apply with respect to the City's disposition of any such property through an Agency.*

(2) *Council's approval of a transfer of property to an Agency, either directly or through another agency, including any approvals set forth in this Chapter, is conditioned upon a requirement that the Agency adopt the policies set forth in this Chapter with respect to the disposition of the Agency's surplus property. Such condition includes a requirement that the Agency agree to follow the disposition policies of this Chapter with respect to all surplus property held by the Agency, including property that the Agency acquired other than from the City.*

(3) *Any conveyance of property by the City to an Agency shall also be conditioned on the Agency's agreement to follow the Disposition Policy.*

(4) *The City may enter into a Memorandum of Understanding or other agreements with an Agency to effectuate the purpose of this Section.*

§ 16-404. *Disposition: Inventory, Methods, Terms, and Approvals.*

(1) *Inventory.*

(a) *Each Agency shall maintain an up-to-date inventory of surplus properties owned by the Agency and shall make such inventory publicly accessible on the internet and at its offices during normal business hours. The inventory may be depicted a map of such properties*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

*along with other relevant information about land use conditions, such as vacancy and tax delinquency rates. An inventory for the surplus properties of all the Agencies may be maintained collectively by one of the Agencies.*

*(2) Methods.*

*(a) An individual or entity who seeks to obtain a surplus property must submit an application in such form as is specified by the Agency. Properties may only be conveyed to a Qualified Applicant who has submitted a timely and complete application. An applicant is qualified if:*

*(.1) the applicant has no City tax or water delinquencies, or other City delinquencies, or is in a current payment agreement with respect to any such delinquencies;*

*(.2) no properties owned by the applicant have outstanding violations under The Philadelphia Code. A violation shall not be considered outstanding if there is an agreement with the City to come into compliance; and*

*(.3) such other threshold criteria as may be established in the Disposition Policy is satisfied.*

*(b) All surplus properties shall be disposed of by an Agency pursuant to either a competitive process, as set forth in Section 16-404(2)(c), or pursuant to the requirements of Section 16-404(2)(d).*

*(c) Disposition Pursuant to Competitive Process. Except as authorized under Section 16-404(2)(d), an Agency shall dispose of a surplus property pursuant to a process that includes the following:*

*(.1) The Agency shall advertise the availability of a property. Such advertisement shall specify a period of time, not less than 30 days, during which applicants may submit an application for the property. The advertisement shall include the weighted criteria set forth in this subsection.*

*(.2) Within 120 days of the close of the submission period, the Agency shall evaluate applications of qualified applicants for selection based upon the following weighted criteria: 30% for economic opportunity and inclusion; 15% for public purpose – social impact; 20% for development team experience and capacity; 20% for financial feasibility; 10% for project design; and 5% for offer price. The Agency may select an applicant based upon such criteria to the fullest extent permitted by law, or it may choose not to select any applicant.*

*(.3) No later than 120 days of the close of the submission period, the Agency shall provide all applicants with either a denial letter or, if an applicant is selected for disposition, a purchase agreement that includes a price valid for no less*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

*than one year from the time of delivery of an executed agreement by the applicant (subject to extension by the Agency). Such purchase agreement shall include such restrictions in connection with the purchase agreement and transfer of title as deemed appropriate by the Agency and as required by the Disposition Policy and this Chapter.*

*(d) Disposition without Competitive Process. An Agency may dispose of surplus properties to a qualified applicant without following the process set forth in Section 16-404(2)(c) in any one of the following circumstances:*

*(.1) An applicant seeks property for use as a side or rear yard, provided such property has no permanent structures, such property is not more than 1,440 square feet, such property is comprised of no more than two adjacent parcels, and the applicant owns and occupies adjacent property as a primary residence.*

*(.2) An applicant seeks property for use as a community garden, open space or recreational area, provided such applicant is organized as a non-profit organization under Pennsylvania Law.*

*(.3) An applicant seeks property for use as expansion of an existing business in the near vicinity of the property.*

*(.4) At significant portion of the proposed development site is already owned by such applicant and the surplus property will be developed as part of the development project.*

*(.5) At least 51% of the development qualifies as either affordable or workforce housing, under local or federal guidelines, or mixed-income housing, pursuant to Section 14-702(7) of The Philadelphia Code.*

*(.6) The development is a community benefiting use, such as, without limitation, a daycare, healthcare or senior center, that is designed to benefit low-income and moderate-income households, all as further defined in the Disposition Policy.*

*(.2) Applications for non-competitive dispositions shall be evaluated for financial and operational capacity to complete the proposed project, and other considerations, in accordance with the Disposition Policy.*

*(.3) Within 120 days of receiving a completed application for the disposition of a surplus property pursuant to this subsection 16-404(2)(d), the Agency shall advise the applicant in writing whether the Agency will offer the property to the applicant..*

*(.4) If the applicant's proposal been deemed suitable to recommend for approval, the Agency shall provide the applicant with a purchase agreement that includes a valid for no less than one year (subject to extension by the Agency) from the time of delivery of an executed agreement by the applicant. Such purchase agreement shall include such*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

*restrictions in connection with the purchase agreement and transfer of title as deemed appropriate by the Agency and as required by the Disposition Policy and this Chapter.*

*(3) Terms.*

*(a) For properties sold for fair market value, the fair market value of such property shall be determined by an independent appraisal or in-house opinion of value by a licensed appraiser. The applicant may submit information that is relevant to the value of such property for consideration.*

*(b) An Agency may dispose of a surplus property to an applicant at a price that is nominal or less than fair market value, if either:*

*(.1) The Agency is disposing of the property under the process set forth in subsection 16-404(2)(c); or*

*(.2) The Agency determines that the proposed use of the property falls into a category set forth in the Disposition Policy for which such nominal or less than fair market value disposition is authorized.*

*(c) An Agency may develop policies to permit, in specified circumstances, alternative forms of payment by applicants who cannot afford immediate payment in full.*

*(d) The Disposition Policy may authorize exchanges of real property in lieu of payment.*

*(e) An Agency shall require that terms and conditions be incorporated into the agreement and the deed conveying title to surplus properties approved for disposition appropriate to the disposition and consistent with the Disposition Policy, and including, at a minimum, to the extent feasible in the context of the particular transaction:*

*(.1) an irrevocable power of attorney, coupled with an interest, appointing the grantor or its designee as true and lawful attorney-in-fact for the grantee to enter into and take possession of such property, with other necessary provisions, in the event of a failure by the grantee to comply with any term or condition established in connection with transfer of title; and*

*(.2) a requirement that failure of compliance with any term or condition established in connection with transfer of title will cause title to the property to revert to the ownership of the City of Philadelphia, the Philadelphia Redevelopment Authority or the Philadelphia Land Bank, automatically, without any conveyance thereof being required, upon notice that such failure exists and such failure is not remedied by the expiration of any applicable cure period.*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

(f) *An Agency shall require an agreement for all dispositions of surplus properties.*

(.i) *For dispositions by the Redevelopment Authority, the agreement shall be a redevelopment contract in accordance with the Urban Redevelopment Law and Chapter 16-600.*

(.ii) *For dispositions by any other Agency, the agreement shall include the provisions required by Section 16-601(a) through 16-601(1)(e), except that all references in such provisions to the Redevelopment Authority shall be considered as references to the Agency.*

(iii) *An Agency may impose any other conditions of sale including, without limitation, deed restrictions, restrictive covenants, and mortgages. The Agency shall monitor compliance with such conditions, including by requiring periodic reporting by transferees.*

## (4) Approvals.

(a) *An Agency shall not dispose of, or lease for more than one year, a surplus property, without approval of the disposition by resolution of the Board of Directors of the Agency, and approval by a resolution or ordinance of City Council. A summary of the lease or disposition terms shall be provided for inclusion with the Council approval resolution or ordinance. Such approvals may not be given until at least ten (10) days after public notice has been provided as required by subsection (b).*

(b) *An Agency shall provide public notice of proposed dispositions, and leases for more than one year, as early as practicable. Public notice shall include a conspicuous posting on property proposed for disposition or lease, and notice to those registered community organizations as defined in Section 14-303(11A) whose registered geographic area of concern contains a property proposed for disposition. Any individual or organization may submit comment in writing regarding a proposed disposition or lease to the Agency with title to the property. The Agency shall transmit, or otherwise make available, all such comments to its Board.*

(c) *Nothing in this Chapter shall obligate an Agency to dispose of a surplus property to an applicant for such property, including the highest scoring applicant in a competitive process.*

(d) *A reference to the Vacant Property Review Committee in connection with methods set forth in a deed or agreement to satisfy deed terms and conditions existing at the time of adoption of this Section shall be construed as a reference to the Commissioner of Public Property.*

§ 16-405. *Transfer of Title from the City of Philadelphia.*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

*(1) The Commissioner of Public Property is hereby authorized to transfer title to any surplus property to the Redevelopment Authority, for subsequent transfer to the Land Bank or otherwise; disposition of such property shall be subject to the terms of this Chapter.*

## *§ 16-406. Uniform Strategic Plan and Performance Reports.*

*(1) No later than one year following the effective date of this Section, and every three years thereafter, the Department of Planning and Development shall prepare a Uniform Strategic Plan and make it available to the public on its website. The Plan shall not be published until: (i) the Department conducts a public hearing on the Plan; (ii) after such hearing, the Plan is approved by the Boards of Directors of the Land Bank and the Redevelopment Authority; and (iii) after such approval by those Boards. City Council approves the Plan by ordinance or resolution. An approved Plan shall remain in force until a successor plan has been approved.*

*(2) The Plan shall inform the acquisition, maintenance, and disposition of surplus property for the following three year period, and shall address the following elements.*

*(a) An analysis to determine market conditions and trends in census tracts where the Agencies hold or are likely to hold property. To the extent feasible, this analysis shall specifically evaluate the relative need and availability for affordable or mixed-income housing that is accessible or visitable; economic development that creates jobs for community residents; community facilities that provide needed services to residents; side and rear yards; food-producing urban agriculture; community open space; and any additional core beneficial land uses that may be identified by the Agencies.*

*(b) An inventory and mapping of vacant properties in each census tract or grouping of census tracts, including properties that are owned by the Agencies and properties that are privately owned and delinquent as to municipal taxes or claims.*

*(c) Proposed goals for the three year period following adoption or revision of this plan for acquisition, maintenance, and conveyance of properties that support the Comprehensive Land Use Plan and the goals of community plans accepted by the City Planning Commission, and which encourage equitable redevelopment. This shall include, but is not limited to, items such as defined targets for the share of future housing units to be built on public properties affordable to different income ranges of very low-income, low-income, and moderate-income households, as well as economic development/job creation projects, urban agriculture, open space, and additional core beneficial land use needs that were identified pursuant to (a) of this subsection. These goals shall be based on the analysis of each census tract or grouping of census tracts that were identified pursuant to (a) of this subsection, taking into account the existing inventory of the Agencies as well as the universe of vacant and tax delinquent or City-liened properties, and demand for land based on requests received in the previous year. The Uniform Strategic Plan may also include analysis of the anticipated availability of funding, and the feasibility of inclusionary housing requirements if applicable.*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

(d) *Recommendations for uses of properties in census tracts that advance the goals of the Plan.*

(e) *Defined annual targets for the overall number of properties transferred.*

(f) *Defined annual goals for acquisition including identifying the geographic areas where the Agencies would seek to acquire properties and for what purpose.*

(3) *Every year, the Department shall prepare a Performance Report for City Council approval by ordinance or resolution, regarding the acquisition, maintenance, and disposition of surplus property during the prior year, and shall address the following elements during that period.*

(a) *A list of all properties acquired by the Agencies.*

(b) *A list of all properties conveyed by the Agencies that includes: the price, with reference to any discount applied; name of the buyer; proposed use; a summary of any special terms and conditions of the conveyance; and, if applicable, the approximate income of the households that will benefit from the intended use, if the sale price was less than fair market value.*

(c) *A list of all properties held or reserved for an applicant, including the term of the hold period.*

(d) *An aggregated analysis of all maintenance activities.*

(e) *An aggregated analysis of all applications received including their proposed use, duration and status, and reasons for outcomes.*

(f) *An aggregated analysis of any efforts related to monitoring and enforcing compliance with provisions agreed upon as conditions of past sales.*

(g) *An aggregated analysis describing the Agencies' yearly progress towards fulfilling the goals set forth in the Plan, and an explanation of any obstacles to the achievement of such goals.*

SECTION 3. Chapter 16-500 of the Philadelphia Code is hereby repealed in its entirety and replaced as follows:

## CHAPTER 16-500. BLIGHT REDUCTION COMMITTEE.

§ 16-501. *Legislative Findings.*

(1) *The Urban Redevelopment Law of the Commonwealth of Pennsylvania provides special powers to local governments and their Redevelopment Authorities to acquire blighted properties.*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

(2) *Such powers on the part of any Redevelopment Authority are conditioned upon the creation or existence of a blighted property review committee by ordinance of the governing body of the municipality. By law, the committee must include at least one member of the governing body, a representative of the Redevelopment Authority, a representative of the appropriate planning commission, and a representative to be designated by the chief executive officer or officers from the executive branch of the government of the municipality.*

(3) *The Blight Reduction Committee created by this Chapter shall serve as the blighted property review committee required by Section 12.1 of the Urban Redevelopment Law.*

## *§ 16-502. Blight Reduction Committee.*

(1) *A Blight Reduction Committee is hereby created. The Committee shall be composed of the executive heads or their designees of the following:*

(a) *The Department of Planning and Development*

(b) *The City Planning Commission*

(c) *The Philadelphia Redevelopment Authority*

(d) *The Office of the Mayor; and*

(e) *The President of City Council.*

## *§ 16-503. Blighted Property.*

(1) *Blighted property shall include:*

(a) *Any premises which because of physical condition or use is regarded as a public nuisance at common law or has been declared a public nuisance in accordance with the provisions of this Code.*

(b) *Any premises which because of physical condition, use or occupancy is considered an attractive nuisance to children, including but not limited to abandoned wells, shafts, basements, excavations, and unsafe fences or structures.*

(c) *Any dwelling which because it is dilapidated, unsanitary, unsafe, vermin-infested or lacking in the facilities and equipment required by this Code, has been designated as unfit for human habitation.*

(d) *Any structure which is a fire hazard, or is otherwise dangerous to the safety of persons or property.*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

(e) Any structure from which the utilities, plumbing, heating, sewerage or other facilities have been disconnected, destroyed, removed, or rendered ineffective so that the property is unfit for its intended use.

(f) Any vacant or unimproved lot or parcel of ground in a predominantly built-up-neighborhood, which by reason of neglect or lack of maintenance has become a place for accumulation of trash and debris, or a haven for rodents or other vermin.

(g) Any unoccupied property which has been tax delinquent for a period of two years.

(h) Any property which is vacant but not tax delinquent, which has not been rehabilitated within one year of the receipt of notice issued under this Code to rehabilitate.

## § 16-504. Abandoned Property.

(1) Any abandoned property. A property shall be considered abandoned if:

(a) it is a vacant or unimproved lot or parcel of ground on which a municipal lien for the cost of demolition of any structure located on the property remains unpaid for a period of six months;

(b) it is a vacant property or vacant or unimproved lot or parcel of ground on which the total of municipal liens on the property for tax or any other type of claim of the municipality are in excess of 150% of the actual value of the property as established by the Office of Property Assessment; or

(c) the property has been declared abandoned by the owner, including an estate that is in possession of the property.

## § 16-505. Certification.

(1) The Blight Reduction Committee and the City Planning Commission, upon making a determination that any property is blighted within the terms of this chapter, must certify said blighted property to the Redevelopment Authority, except that:

(a) No property shall be certified to the Redevelopment Authority unless it is vacant. A property shall be considered vacant if:

(.1) the property is unoccupied, or its occupancy has not been authorized by the owner of the property;

(.2) in the case of an unimproved lot or parcel of ground, a lien for the cost of demolition of any structure located on the property remains unpaid for a period of six months; or

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

*(.3) in the case of an unimproved lot or parcel of ground, the property has remained in violation of any provision of this Code applicable to such lots or parcels, including licensing requirements, for a period of six months.*

*(2) No property shall be certified to the Redevelopment Authority unless the owner of the property or an agent designated by him/her for receipt of service of notices has been served with notice of the determination that the property is blighted, together with an appropriate order to eliminate the conditions causing the blight and notification that failure to do so may render the property subject to condemnation under the Urban Redevelopment Law. The notice shall be served upon the owner or his agent in accord with the provisions of The Philadelphia Property Management Code. The owner or his agent shall have the right of appeal from the determination in the same manner as an appeal from the determination of public nuisance.*

*(3) No blighted property shall be certified to the Redevelopment Authority until the time period for appeal has expired and no appeal has been taken, or, if taken, the appeal has been disposed of, and the owner or his agent has failed to comply with the order.*

*§ 16-506. Acquisition and Disposition.*

*(1) Acquisition and disposition of blighted property under this Chapter shall not require preparation, adoption or approval of a redevelopment area plan or redevelopment proposal, but at least thirty (30) days prior to acquisition of any property under this section, the Redevelopment Authority shall transmit identification of the property to the City Planning Commission and shall request a recommendation as to the appropriate reuse of the property. The Redevelopment Authority shall not acquire the property if the City Planning Commission certifies that disposition for residential or related use would not be in accord with the Comprehensive Land Use Plan.*

*(2) Power of eminent domain shall be exercised pursuant to a resolution of City Council, resolution of the Redevelopment Authority and the procedure set forth in the act of June 22, 1964 (Sp. Sess., P.L.84, No.6), known as the "Eminent Domain Code," as amended.*

*(3) Property disposed of within a redevelopment area shall be disposed of under a redevelopment contract in accordance with the provisions of the Urban Redevelopment Law. Property disposed of outside an urban renewal project area shall be disposed of by deed in accordance with the provisions set forth in Chapter 16-400.*

SECTION 4. Chapter 16-700 of the Philadelphia Code is hereby amended to read as follows:

## CHAPTER 16-700. PHILADELPHIA LAND BANK

\* \* \*

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

## § 16-703. Mission.

The mission of the Land Bank is to return [vacant and] underutilized property to productive use through a unified, predictable, and transparent process, thereby to assist in revitalizing neighborhoods, creating socially and economically diverse communities, and strengthening the City's tax base.

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## § 16-705. Acquisition.

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### (3) Acquisition of Tax Delinquent Properties.

#### (a) Tax Sale Actions Initiated by the Land Bank.

\* \* \*

(.2) Certifications for Tax Sale Actions Requested by the Land Bank. The Land Bank is authorized to request *that* the City of Philadelphia certify for upset or judicial sale a property that is [both vacant and] delinquent as to municipal taxes or claims, provided that the Land Bank determines that the acquisition is consistent with its mission and policies. Application for such certification may be made to the Land Bank by an individual or organization, and such applicants shall be entitled to explanation in writing if denied.

(b) Tax Sale Actions Initiated by the City of Philadelphia. The City of Philadelphia shall provide to the Land Bank notice of potential upset and judicial sales listing properties by address. Before any upset or judicial sale of real property initiated by the City of Philadelphia, the Land Bank shall elect whether to seek acquisition of the property. The Land Bank shall not seek to acquire such owner-occupied properties without first confirming that an appropriate payment plan has been offered for any municipal taxes or claims, including evaluation for an income-based payment agreement.

(4) Subject to the prior approval of the Finance Director, the Land Bank is authorized to discharge liens, and other municipal claims, charges, or fines, against the properties it acquires to the extent permitted by law.

(5) For the duration of the time a property is held by the Land Bank, [the Land Bank is authorized to exempt] such property *is exempt* from all real estate taxes, water, sewer, stormwater and other municipal charges to the extent permitted by law.

# City of Philadelphia

BILL NO. 190606-AA, as amended continued

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(7) Transfer of Title of City Properties to the Land Bank.

(a) The Commissioner of Public Property is authorized to transfer title to any City property to the Philadelphia Redevelopment Authority for subsequent transfer by the Redevelopment Authority to the Land Bank in accordance with subsection (b).

(b) Disposition of any such property by the Philadelphia Redevelopment Authority to the Land Bank must be approved by City Council resolution.

[(c) All properties transferred to the Philadelphia Redevelopment Authority pursuant to this Chapter shall be without consideration or City-imposed restrictions other than as set forth in this subsection 16-705(7).]

(c) *Disposition of any such property by the Land Bank, as defined in Chapter 16-400, shall be pursuant to Chapter 16-400 of the Code ("Surplus Properties").*

\* \* \*

SECTION 4. Sections 16-706, 16-707, 16-708, 16-709, 16-710, and 16-711 of The Philadelphia Code are hereby repealed in their entirety, and replaced with new Sections 16-706 through 16-709, to read as follows:

§ 16-706. *Disposition.*

(1) *The Land Bank is authorized to convey, exchange, sell, transfer, lease, grant or mortgage interests in real property in the form and by the method determined to be in the best interests of the Land Bank in accordance with the requirements of Chapter 16-400 of the Code ("Surplus Properties").*

§ 16-707. *Ethics and Conflicts of Interest.*

*The Land Bank shall be governed by the State Adverse Interest Act of July 19, 1957 (P.L.1017, No. 451) and 65 Pa. C.S. Ch. 11 (relating to ethics standards and financial disclosure). The Land Bank shall also be governed by Chapter 20-600 (Philadelphia's "Standards of Conduct and Ethics") and Chapter 20-1200 ("Lobbying"). As part of its policies, the Land Bank shall adopt strict ethical guidelines for Land Bank board members and employees, and promulgate rules addressing and protecting against potential conflicts of interest. These guidelines and rules shall supplement any applicable state and local laws.*

§ 16-708. *Financial Provisions.*

# City of Philadelphia

*BILL NO. 190606-AA, as amended continued*

*(1) The Land Bank may be financed by the City of Philadelphia and through any other means authorized in 68 Pa. C.S. § 2101 et seq.*

*§ 16-709. Dissolution; Distribution of Assets in Case of Dissolution.*

*(1) The Land Bank may be dissolved according to the requirements of 68 Pa. C.S. § 2114.*

SECTION 5. Effective Date. This ordinance shall be effective January 1, 2020, provided that the Code as it read on December 31, 2019 shall continue to govern the disposition of properties for which, prior to January 1, 2020, an Agency issued a reservation or commitment letter, or presented an applicant with a signed Agreement. Approval by the Commissioner of Public Property shall constitute approval of the Vacant Property Review Committee in connection with any such applications.

# **EXHIBIT A**



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# Disposition Policies

# Disposition Policies

## Overview and General Information

These Disposition Policies (these "Policies") supplement Chapter 16-400 of the Philadelphia Code (the "Code"). These Policies are intended to create a unified, predictable, transparent, and consistent approach to the disposition of Surplus Properties owned by the Philadelphia Land Bank ("Land Bank") and the Philadelphia Redevelopment Authority ("PRA") (each "Agency" and collectively "Agencies"). All terms not defined in these Policies shall have the meaning given to them in Chapter 16-400 of the Code.

Notwithstanding anything to the contrary contained in these Policies, no Agency shall be obligated to (i) select any applicant for Surplus Property; or (ii) dispose of a Surplus Property to an applicant for such property, including the highest scoring applicant.

### Public Information

Each Agency shall publish its Surplus Properties on the following website: <https://phdcphila.org/>

### Expressions of Interest

An Expression of Interest ("EOI") is not an application for Surplus Property, but simply an indication that an individual or entity is interested in acquiring the property.

Individuals or entities who submit an EOI will be contacted within 30 days, as follows.

- If the EOI is for a proposed use that qualifies for a non-competitive process under Section 16-404(2)(d) of the Code, the Agency will inform such individual or entity whether the property is available for disposition and, if available, will provide the individual or entity an application.
- If the EOI is not for a proposed use that qualifies for a non-competitive process under Section 16-404(2)(d) of the Code, the Agency will inform such individuals or entities that they will be contacted once the property is available for disposition pursuant to a competitive process under Section 16-404(2)(c) of the Code.

### Qualified Applicant

An individual or entity who seeks to obtain a surplus property must submit an application in such form as is specified by the Agency. Properties may only be conveyed to a Qualified Applicant who has submitted a timely and complete application.

An applicant is qualified if:

1. The applicant has no City tax or water delinquencies, or other City delinquencies, or is in a current payment agreement with respect to any such delinquencies;
2. No properties owned by the applicant have outstanding violations under the Philadelphia Code. A violation shall not be considered outstanding if there is an agreement with the City to come into compliance; and
3. As permitted pursuant to section 16-404(2)(a)(.3), the following other threshold criteria must be satisfied:

- a. All other individuals or entities who have, or are reasonably expected to have, a direct ownership, controlling, or managing interest in the applicant must comply with 1 and 2 above (“Related Individual/Entity”).
- b. Neither the applicant nor any Related Individual/Entity has a conflict of interest as disclosed on any forms or other documentation provided to the Agency.
- c. Neither the applicant nor any Related Individual/Entity has answered “yes” on question 1, 2, 3, or 4 on the Additional Disclosures Form.

Compliance with all of the above requirements will be confirmed at each of the following times (i) as part of the evaluation of the application; (ii) prior to submission to the applicable Agency’s Board of Directors; (iii) prior to submission to Philadelphia City Council; and (iv) prior to settlement.

The Agency may request that the Qualified Applicant provide additional documentation and/or a signed affidavit certifying no material changes, among other things, at any time during the disposition process. A Qualified Applicant who is selected/recommended and later becomes non-compliant will be provided a reasonable opportunity to become compliant as determined by the Agency, but no less than 30 days.

## Property Dispositions

All Surplus Property shall be disposed of by either a competitive or non-competitive process.

### Competitive Process

An Agency shall advertise a Surplus Property available for a competitive disposition for no less than 30 days, during which time applicants may submit an application for the property.

Advertising such as broker listings, using the Multiple Listing Service, websites, or other methods to encourage broad participation for the competitive disposition of selected properties may be utilized. At a minimum, properties must be advertised prominently on the Agency’s website or at <https://phdcphila.org/>.

Dispositions by competitive process may take one of the following formats including, without limitation, Requests for Proposals (“RFP”) or Requests for Qualifications (“RFQ”). All listings pursuant to a competitive process must clearly state the address of the property; the property’s appraised value; any requirements or preference for the use/reuse of the property, and the applicable evaluation criteria. An RFP or RFQ may be developed in consultation with the City Planning Commission, other public departments, or other stakeholders, as deemed appropriate by the Agency. Whether Surplus Property is included in an RFP or an RFQ shall be determined solely by the Agency.

The Agency shall evaluate each Qualified Applicant according to the weighted criteria set forth in Section 16-404(2)(c)(.3) of the Code using the scoring rubric attached to these Policies.

In the event of a tie, the Agency, in its sole discretion, may ask the tied applicants to

- provide oral presentations to the evaluators; and
- ask the evaluators to re-evaluate the tied applications.

The following applies when there is a single Qualified Applicant to be evaluated pursuant to a competitive process:

- The Qualified Applicant may be brought in for an oral presentation before individual evaluation sheets are completed.
- The applicant will be scored as they normally would pursuant to a competitive process. However, because there is a single applicant, each evaluator will also indicate whether the applicant is recommended or not recommended. If a majority of the evaluators recommend the applicant, then

the applicant will proceed. If the evaluators do not recommend the applicant, then the applicant will not be permitted to re-submit for the same property for a period of six (6) months.

## Non-Competitive Process

Pursuant to Section 16-404(2)(d) of the Code, an Agency may dispose of Surplus Property to a Qualified Applicant without a competitive process under one of the following circumstances:

### **Side/Rear Yard:** Pursuant to § 16-404(2)(d)(.1) of the Code.

An applicant seeks property for use as a side or rear yard, provided such property has no permanent structures, such property is not more than 1,440 square feet, such property is comprised of no more than two adjacent parcels, and the applicant owns and occupies adjacent property as a primary residence.

### **Garden/Open Space/ Recreational Area:** Pursuant to § 16-404(2)(d)(.2) of the Code.

An applicant seeks property for use as a community garden, open space or recreational area, provided such applicant is organized as a non-profit organization under Pennsylvania law.

### **Business Expansion:** Pursuant to § 16-404(2)(d)(.3) of the Code.

An applicant seeks property for use as expansion of an existing business in the near vicinity of the property, which is defined as within 1,000 feet of such Surplus Property if such use is parking, or otherwise within 500 feet of such Surplus Property.

### **Development Assemblage:** Pursuant to § 16-404(2)(d)(.4) of the Code.

A significant portion of the proposed development site, being at least 50%, is already owned by such applicant and the Surplus Property will be developed as part of the development project.

### **Affordable, Mixed Income, and Workforce Housing:** Pursuant to § 16-404(2)(d)(.5) of the Code

At least 51% of the development qualifies as either affordable or workforce housing, under local or federal guidelines, or mixed-income housing, pursuant to Section 14-702(7) of The Philadelphia Code.

### **Community Based Facilities:** Pursuant to § 16-404(2)(d)(.6) of the Code.

The development is a community-benefitting use, such as, without limitation, a daycare, healthcare or senior center, that is designed to benefit low-income and moderate-income households, all as further defined in the Disposition Policy.

### **An Agency is not obligated to dispose of Surplus Property pursuant to a non-competitive process solely because the proposed use for the property qualifies for a non-competitive process under Section 16-404(2)(d).**

Applications pursuant to a non-competitive process involving unsubsidized residential development, commercial development, or business expansion, shall be evaluated as follows:

- The Qualified Applicant may be brought in for an oral presentation before individual evaluation sheets are completed.
- The evaluators will score the applicant using the scoring rubric attached to these Policies. However, because there is a single applicant, each evaluator will also indicate whether the applicant is recommended or not recommended.
- If a majority of the evaluators recommend the applicant, then the applicant will proceed. If the evaluators do not recommend the applicant, then the applicant will not be permitted to re-submit for the same property for a period of six (6) months.

Applications pursuant to a non-competitive process involving federal or state subsidized residential development (e.g., LIHTC), side/rear yards, or gardens, shall be evaluated as follows:

- The Senior Vice President for Land Management, or his/her designee, will review the application and indicate whether the applicant is recommended or not recommended.
- If the applicant for a side/rear yard or garden is not recommended, then such applicant will not be permitted to re-submit for the same property for a period of one (1) month.

## Pricing

### Valuation Price

For all Dispositions, the Agency will obtain an appraisal or an in-house opinion of value for Surplus Property by a licensed appraiser (“Valuation Price”). When determining the Valuation Price, the Agency may consider any factors affecting the Surplus Property including, without limitation, the cost of any environmental remediation as determined by a third-party engineer or other reputable consultant and the cost to demolish existing structures. The Valuation Price shall be advertised with competitive process listings, and may be used to evaluate the applicant’s offer price in response to a competitive process listing.

### Offer Price

If all offers in response to a competitive process are below the Valuation Price, the Agency may choose to re-list the Surplus Property for competitive process or proceed with the Applications received. At the time of submitting its application, an applicant may submit for consideration information relevant to the value of the Surplus Property in support of its offer price, including, without limitation, the cost of any environmental remediation as determined by a third-party engineer or other reputable consultant and the cost to demolish existing structures. The Agency may negotiate an offer price that considers the cost of addressing such issues. The Agency may engage a qualified consultant to peer review any third-party due diligence to substantiate any price reduction.

### Nominal and Discounted Pricing

When calculating a discounted price, the Agency may consider the benefit provided by the proposed use and, if applicable, the amount of discount needed to make the project both financially feasible and continually sustainable. The Agency will strive to apply a discount that is no greater than the minimum reduction necessary to make the project viable while capturing the greatest possible return for the Agency, as determined by the Agency, in its sole discretion. Pursuant to Section 16-404(3)(b)(.2), the following are eligible for nominal or discounted pricing:

- **Side/Rear Yards:** A side or rear yard pursuant to Section 16-404(2)(d)(.1).
- **Gardens/Open Space/Recreational Space:** A use that creates a garden, open space, or recreational area pursuant to Section 16-404(2)(d)(.2).
- **Affordable, Mixed Income, and Workforce Housing:** Affordable or mixed-income housing pursuant to Section 16-404(2)(d)(.5).
- **Community Benefiting Use:** A use pursuant to Section 16-404(2)(d)(.6).
- **Economic Development Projects:** An economic development project where a significant portion of jobs are created for community residents.
- **Urban Agriculture:** An urban agriculture project.
- **Other Use:** A use that advances the Strategic Plan (defined in Section 16-406), the City’s Comprehensive Land Use Plan, or any other plans approved by the City of Philadelphia.

## Religious Institutions

Religious Institutions are not eligible for a nominal or discounted sales price. However, non-profit entities affiliated with religious institutions may be eligible for a nominal or discounted sales price if (i) the Surplus Property will be used for secular purposes only; and (ii) the Qualified Applicant and the proposed use comply with these Policies.

## Additional Terms

### Timeline for Response and Agreements

#### Competitive Process

Pursuant to Section 16-404(2)(c) no later than 120 days after the submission deadline for any Surplus Property for a competitive process, the Agency may provide the Qualified Applicant with the highest score with a proposed agreement. The Qualified Applicant will sign and return the Agreement within 30 days of receipt. Failure to comply with this deadline, as may be extended, will result in the Qualified Applicant being disqualified.

The proposed agreement shall include an offer price. If the Qualified Applicant signs the agreement within the time prescribed in these Policies, the offer price shall be valid for at least one year from the date the Qualified Applicant delivers the signed agreement to the Agency. This period may be extended by the Senior Vice President for Land Management for PHDC, in his/her sole discretion.

After the conclusion of that one-year period, the Agency may cancel all rights and reservations for the applicant or extend rights and reservations and keep the original price if it is still deemed appropriate by the Senior Vice President for Land Management for PHDC, in his/her sole discretion.

#### Non-Competitive Process

The Agency will respond to all Expressions of Interest eligible for a non-competitive process no later than thirty (30) days from receipt with either a denial letter or by sending the applicant an application.

The applicant will have 45 days to submit a completed application and all other items required by the Agency. Failure to comply with this deadline will result in the EOI being closed.

No later than 75 days of receiving an application for Surplus Property, the Agency shall advise the applicant in writing whether its application has been accepted or denied.

The proposed Agreement shall include an offer price. If the Qualified Applicant signs the Agreement within 45 days from receipt, the offer price set forth in the agreement shall be valid for no more than one year from the date the Qualified Applicant signs the agreement. This period may be extended by the Senior Vice President for Land Management for PHDC, in his/her sole discretion.

After the conclusion of that one-year period, the Agency may cancel all rights and reservations for the applicant or extend rights and reservations and keep the original price if it is still deemed appropriate by the Senior Vice President for Land Management for PHDC, in his/her sole discretion.

## Property Reservations

Developers often require legally recognizable site control as part of the development process. Either prior to or concurrent with an agreement, the Agency may provide a reservation letter to demonstrate the Agency's commitment to an exclusive negotiating relationship with the developer. Any sales price provided in a reservation letter shall be valid for no more than one year from the date of the letter.

## Appropriate and Timely Development of Properties

Surplus Properties will be timely developed in accordance with a written agreement.

Generally, construction will commence within three (3) months from settlement (unless otherwise stated in the agreement) and the property shall be rehabilitated and/or improved within eighteen (18) months of acquisition of title unless the Qualified Applicant has demonstrated practical cause as to why the time for completion should be extended. Any extension exceeding six (6) months from the initial deadline shall require approval of the Agency's Board of Directors. To ensure these expectations are met, the Agency will place conditions or restrictions on property it conveys to achieve the agreed-upon outcome and will monitor these agreements until construction is complete.

## Property Restrictions

At a minimum, the agreement and the deed conveying Surplus Property must contain the following, to the extent feasible in the context of the particular transaction:

- (1) an irrevocable power of attorney, coupled with an interest, appointing the grantor or its designee as true and lawful attorney-in-fact for the grantee to enter into and take possession of such property, with any other necessary provisions, in the event of a failure by the grantee to comply with any term or condition established in connection with the transfer of title; and
- (2) a requirement that failure of compliance with any term or condition established in connection with transfer of title will cause title to the property to revert to the ownership of the City of Philadelphia, the Philadelphia Redevelopment Authority or the Philadelphia Land Bank, automatically, without any conveyance thereof being required, upon notice that such failure exists and such failure is not remedied by the expiration of any applicable cure period.

In addition, unless Council authorizes otherwise, the agreement, the deed, or both, shall contain any and all restrictions, conditions, and covenants deemed appropriate by the Agency for the particular transaction, in its sole discretion, including, without limitation, the following:

### **All Transactions Shall Contain the Following Restrictions**

#### **A. Maintenance of Premises and Improvements.**

- From and after settlement, applicant shall maintain the property and the improvements thereon in such condition as to remove and keep out the elements of blight and enforce adequate safeguards for the proper maintenance of all parts of the property and the improvements.

#### **B. Covenant Against Discrimination.**

- No person shall be deprived of the right to live in the property because of race, creed, color, national origin, gender, sexual orientation, or disability; and there shall be no discrimination against any person in the use or sale of the property because of race, creed, color, national origin, gender, sexual orientation, or disability.

### **Nominal or Discounted Pricing Restrictions**

For property conveyed under the Nominal or Discounted Pricing, the Agency must, in its discretion, put in place one or more of the following unless Council authorizes otherwise:

- a) Permanently deed restrict the property.
- b) Provide a minimum 30-year self-amortizing mortgage for the difference between the Valuation Price, and the nominal or discounted sales price. The self-amortizing mortgage will reduce down evenly over the term of the mortgage and may only be assigned or transferred with consent of the Agency.
- c) Provide a minimum 30-year purchase money mortgage for the difference between the Valuation Price, and the nominal or discounted sales price. The Purchase Money Mortgage will not amortize and will be due and payable at the end of the mortgage term.
- d) Record a Declaration of Restrictive Covenants, which includes restrictions to ensure project affordability.

Side/Rear Yards disposed under the Side/Rear Yard section of this document will have 30-year Mortgage that will be considered satisfied on the 30th anniversary of the mortgage, and shall have use restrictions during the term of the mortgage to ensure that the property continues to be utilized as a side/rear yard. If the purchaser desires to sell the property prior to the end of the term, approval must be granted by the Agency and the mortgage must be paid in full.

For properties sold through a competitive process at an offer price that is below the Valuation Price, the Agency may, in its discretion, record a deed restriction, mortgage, or other encumbrances to protect the public's interest.

### **Workforce Housing Restrictions**

#### **A. Declaration of Restrictions.**

- All workforce housing transactions will have a declaration of restrictions regarding income eligibility and resale price.

### **Side/Rear Yard Restrictions**

#### **A. Permitted Use.**

- Property shall only be used as a side yard or rear yard, as applicable, incidental to the applicant's adjacent primary residence and not for any other use or purpose whatsoever.
- Parking, maintaining, and storage of motor vehicles, trailers, machinery, motorcycles, ATVs, boats, and watercrafts is prohibited.
- No commercial activities.
- The property must be fenced. Any alley way located adjacent to the property shall not be fenced or obstructed in any way.
- Must be used, operated, and maintained in accordance with the agreement and all applicable laws.
- The applicant is encouraged, but not obligated, to consolidate the side/rear yard and the applicant's property and to obtain a single OPA account within one year.

### **Garden Restrictions**

#### **A. Permitted Use and the Ancillary Use(s).**

- "Permitted Use" - growing, harvesting, and storing flowers, fruits, vegetables, small ornamental plants, and cover crops (collectively "Crops") for personal or group consumption, for donation, or for sale, but excluding any plants regulated or prohibited by federal law.
- "Ancillary Use(s)" - (i) installing and maintaining compost storage containers, fencing, a storage shed, raised garden beds or planter boxes, rain barrels, cisterns, and other items for water collection and irrigation, a single bulletin board not greater than nine (9) square feet, washing stations, sitting areas; (ii) social, meeting, and educational activities related to the Permitted Use; and (iii) other uses which are reasonably necessary to growing and maintaining Crops and are not in conflict with the agreement.

**B. Restrictions.**

- No later than one (1) year following settlement and at all times thereafter, at least fifty percent (50%) of the total land area of the property must be actively used for the Permitted Use for at least five (5) consecutive months in each calendar year.
- No more than fifty percent (50%) of the total land area of the property may be used for any of the Ancillary Use(s) at any time.
- The sale of Crops at the property is not permitted to exceed a certain dollar amount as determined by the Agency, in its sole discretions, in any calendar year.
- All compost must be stored in rodent-resistant containers.
- No structures are permitted on the property unless expressly permitted by the agreement.
- Parking, maintaining, and storage of motor vehicles, trailers, non-gardening machinery, motorcycles, ATVs, boats, and watercrafts is prohibited. Keeping or breeding any pets, animals, fowl, poultry, fish, or livestock on the property is prohibited.
- The property shall at all times be used, operated, and maintained in accordance with the agreement and all applicable laws.

## Non-Disposition Interim Uses

### Individual/Household Garden

Surplus property may be eligible for a license agreement as an Individual/Household Garden(s) if the following conditions are satisfied:

1. The applicant's primary residence (the "Applicant's Residence") must be within 1,500 feet of the Individual/Household Garden(s).
2. The applicant does not have to be a homeowner, but must be an occupant of the Applicant's Residence.
3. The Individual Garden Agreement ("IGA") will be for no more than one year, but may be renewed annually at the request of the applicant and at the discretion of the Agency.
4. The Agency may terminate the IGA, upon 60 days prior written notice.

The following obligations and restrictions apply to each Individual/Household Garden(s):

1. The applicant will pay a fee of \$25 per year fee under each IGA.
2. The applicant will have to maintain the Individual/Household Garden(s) and maintain the sidewalk space (e.g., public right of way) adjacent to the Individual/Household Garden(s) including, without limitation, snow/ice removal and removal of overgrowth.
3. The applicant will use the Individual/Household Garden(s) for only these non-commercial, gardening purposes: (i) to grow food, flowers, ornamental plants, and other landscaping; (ii) to compost in rodent-resistant containers; and (iii) to place certain improvements to support the gardening use with the prior written approval of the Agency such as tool sheds, fences, raised-beds, storm water storage containers, and composting containers.
4. The following uses are not permitted (a complete list of prohibited uses will be included in the license agreement):
  - a. No permanent structures may be installed on the property
  - b. Cars cannot be parked or repaired on the site
  - c. Must agree not to grow any plants regulated or prohibited by federal laws on the property.
5. The Agency may impose any other restrictions, covenants, or conditions to protect the public's interest.

## Community-Managed Gardens and Open Space

Surplus property may be eligible for a license agreement as a Community Garden(s) or a Community-Managed Open Space(s). The following conditions must also be satisfied:

1. The applicant must demonstrate to the satisfaction of the Agency the operational and financial capacity to maintain and manage the property.
2. A signed letter of support by a Registered Community Organization, local Community Development Corporation, other civic association or a letter of support signed by the majority of the neighbors on the block or within a one block radius of the garden is required.
3. The applicant must document opportunities for neighborhood residents to access and benefit from the site.
4. Applicants with an established performance record seeking to work in the existing neighborhood can seek to acquire additional sites if they meet the above stated criteria.
5. Community gardens and community-managed Open Spaces are eligible for leases for up to one year in length. A proposed lessee may seek a term in excess of one year.
6. Gardeners can also work with existing nonprofit partners to lease land from the Agency for a onetime application fee per lease.

The Agency can, at any time, in its sole discretion deny any license agreement.

## Additional Interim Uses

Interim uses not expressly described here are permitted. The Agencies may determine the suitability of these other uses at their discretion.

## Other

### Ethics

The City of Philadelphia is committed to ethical and transparent processes for the disposition of property. All real estate transactions are governed by City and State laws and rules that generally prohibit conflicts of interest, disclosing confidential information, and the representation of a person or organization by a City official or employee in a transaction with the City.

### Financial Assistance

Any grant, loan, tax incentive, bond financing subsidy (for land purchase or otherwise), or other form of assistance that is realized by or provided to a person for \$50,000 or more through the authority or approval of the City is by law considered Financial Assistance under Chapter 17-1400 of the Philadelphia Code.

#### **Financial Assistance recipients must meet eligibility requirements by disclosing their political contributions.**

Financial Assistance includes the transfer of City property for less than market value. Recipients of Financial Assistance must comply with campaign contribution limits and must disclose campaign contributions for five years after receiving Financial Assistance. They must also disclose solicitations from any City official. For more information on these requirements, please see [www.phila.gov/integrityworks](http://www.phila.gov/integrityworks). Any person inside or outside of City government with a concern that the disposition or administration of City property is unethical or violates the City's Financial Assistance requirements should contact the City's Chief Integrity Officer at (215) 686- 2178 or Inspector General at (215) 686-1770.

# City of Philadelphia

*BILL NO. 190606-AA, as amended continued*