

**CITY OF JACKSON INFILL/BUILDABLE LOTS
FREQUENTLY ASKED QUESTIONS**

1. Who can obtain an infill or buildable lot from the City?

Owner-builders (those wishing to build their own home) and housing developers may obtain residentially zoned, City-owned lots for single family, multi family, planned unit development; market rate homes, subject to meeting all requirements.

2. How many properties can I choose at one point in time?

Owner-builders may choose up to three (3) lots for consideration, however only one (1) lot will be conveyed to any owner-builder and its household since a future constructed home is to be used as a primary residence. Owner-builders and housing developers are required to sign a Development Agreement for any awarded lots prior to conveyance of property.

3. What happens if more than one person requests the same lot?

Preference is given to: 1. Owner-builders, then 2. Housing developers.

4. How does the property transfer to me?

Awarded lot(s) will be transferred via Quit-Claim deed. A development agreement will be executed, and a Quit-Claim deed will be recorded with the Jackson County Register of Deeds Office.

A fee of \$30 will be collected at the conveyance for deed recordation.

5. Why are lots conveyed by Quit Claim deed?

The City does not warrant the title to any lot. For this reason, lots cannot be conveyed through a Warranty Deed or Special Warranty Deed. Proposers and buyers should perform their own due diligence research prior to requesting any lot.

6. What is a reverter clause?

A reverter clause stipulates that if the milestones outlined in the Development Agreement are not met, the lot will revert back to the City of Jackson.

7. What can I build on the lot?

A single-family home, minimum of 720 square feet, for the area in which the lot is located and according to the City's construction standards/zoning and ordinances. For example, if the area is predominately 2 story homes, you must maintain the standards and construct a two-story home.

8. What does the City require in my site plans?

- A. *Site plan to document proposed location of home, driveway and any proposed accessory structures including setbacks between structures and from front, rear, side property lines*
- B. *Building plan set to include foundation plan, floor plans, wall section, energy compliance details, façade elevations and structural details for proposed construction*

9. How long do I have to build a home after conveyed by the City?

Milestones will be outlined in the Development Agreement, but generally:

- A. *Site plan approval within 12 months of purchase of property*
- B. *Construction must commence within 18 months of purchase of property*
- C. *Certificate of Occupancy is required within 3 years of purchase of property*

10. Can I build an affordable home and use it for a rental property?

Yes.

11. Can an individual obtain a lot?

Individual owners/builders are eligible to obtain a lot to build a home for a primary residence within three (3) years of conveyance.

12. What happens if I cannot build within 3 years?

If a Certificate of Occupancy is not obtained within the timeframe, the lot will revert to the City through a reverter clause included in the Development Agreement; however, prior to the expiration of the reverter clause, you may contact the City in writing to request an extension. All extensions must be approved prior to the expiration of the reverter clause.

13. Can I resell the lot if I cannot build?

No. The lot would revert back to the City through the reverter clause included in the Development Agreement if you cannot build on the lot.

14. What type of construction is permitted on infill housing lots?

Only traditionally constructed homes are permitted in infill lots at this time. Modular, prefabricated, mobile and/or container homes are not permitted. Homes should be concrete block or traditional stick built homes with wood, brick or stucco exteriors. Homes built on concrete slab or with a crawl space are permitted.

15. Will the City waive any fees?

The City, at its discretion, may waive up to 100% of water/sewer connection fees.

16. Who can construct a home on an infill/buildable lot?

Once you awarded an infill lot, you may use the licensed homebuilder/contractor of your choice to construct your single-family home. Site Plan information may be found [here](#).

17. Where can I obtain a construction or mortgage loan?

You may obtain construction and mortgage financing from your preferred lender.

18. Recommendations after conveyance:

Once property has been conveyed to you, please take note of the following points:

- o Avoid [City Code enforcement](#)/violations. You are responsible for maintaining the lot (mowing the grass, pruning trees and shrubs, picking up garbage, etc)*
- o You should consider having a survey of the property conducted by a licensed surveyor, after conveyance.*
- o You should consider obtaining a title report on the property in order to identify any outstanding liens or other concerns (assessments, etc.), after conveyance.*
- o Consider adding fencing to the property before construction – a permit is required to do this.*
- o Post 'No Trespassing' signs on the property.*
- o Contact your preferred insurance provider to obtain insurance for the land.*
- o Only permitted structures are permissible on infill lots after conveyance. Any non-permitted structure will be cited by City Code Enforcement.*
- o If you realize you cannot build on your lot for any reason and would like to return the land to the ownership of the City of Jackson, please contact us at lotsales@cityofjackson.org*

Still have questions? Please contact City Staff:

Lot Sales:	Lisa Moutinho	lotsales@cityofjackson.org
City Planner:	Chris Atkin	catkin@cityofjackson.org
Chief Building Official:	Brian Taylor	btaylor@cityofjackson.org