



«Todays\_Date»

«Contact\_Name»  
«Contact\_mailing\_address»  
«Contact\_city», «Contact\_state» «Contact\_zip»

Regarding the property at: «GIS\_full\_address»  
Property Number: «LLT\_Property\_ID» Account Number: «Account\_Number»

Dear «Contact\_Name»,

You may be eligible to purchase an adjacent former neighbor’s property that was sold to the Road Home Corporation doing business as Louisiana Land Trust (LLT). The property referenced above is now owned by LLT. In St. Bernard Parish, the LLT has begun transferring properties it owns in the Parish, in accordance with the approved Property Redevelopment and Disposition Plan (“PRDP”). This program will be referred to as “**The Lot Next Door Program.**” You may visit the program’s website at [www.lotnextdoor-sbp.com](http://www.lotnextdoor-sbp.com).

The above property has not been appraised and we are not an appraisal firm; however, in this parish, reports we’ve seen indicate an average value in the range of \$4,000 - \$10,000 for lots subject to Lot Next Door Program restrictions.

You may be eligible for a 30% discount deducted from the appraised value if your current combined household income is under the limits established by the Parish and the US Department of Housing and Urban Development.

If you are **NOT** interested in participating in the program, please complete the enclosed self-addressed postage paid post card and return it to us.

Some basic elements of the plan include the following.

1. The goal is to transfer over 4000 properties held by the LLT to private ownership or to parish governmental entities for public use.
2. Lots will be sold to the public after the structure is demolished and the slab removed.
3. Properties will be offered to the public at appraised current fair market values – each property will be independently appraised.
4. **Properties will be offered in the following order of priority:**
  - a. Homestead exempt owner occupants living next door to the LLT property
  - b. Non-homestead exempt owners of property adjacent to the LLT property
5. Whole and half lots will be re-subdivided into the purchaser’s lot, so that it will become one lot. The new lot will be subject to all parish codes and ordinances (see attached ordinance on blue sheet).
6. If two next door neighbors are interested in the same lot, the lot may be evenly divided between the two. Lots may be divided only between next door neighbors and only 50% - 50%.
7. In cases when there may be irregularly shaped lots to be divided between next door neighbors or lot line disagreements, surveys will be at purchasers’ expense, prior to Act of Sale.
8. At Closing, purchasers will be provided with title insurance for the amount of the appraised fair market value of the property.
9. The cost of the Act of Sale, recordation of the Sale, and owners’ title insurance will be paid for by the LLT.
10. **ESTIMATED FEES TO BE PAID BY PURCHASER:**
  - **To be paid if a purchaser is interested and eligible in a property (to be paid after GRS has notified purchaser of his eligibility for a lot):**



- a. At the time your eligibility is determined and you are interested in proceeding, you will need to send a certified check or money order for \$650 payable to St. Bernard Housing Redevelopment and Quality of Life Commission and due at the time an appraisal is requested.
  - \$150 of this \$650 amount is a parish administrative fee and NOT REFUNDABLE at any time.
  - \$500 of this \$650 amount is a program administrative fee. If you choose not to go to Act of Sale \$179.00 is NOT REFUNDABLE. Only \$321.00 can be refunded before the Purchase Agreement is signed. No Money will be refunded after the purchase agreement is signed.
  - If you choose to go through with the Act of Sale your entire program administrative fee of \$500 will be applied and deducted from the sales price at time of sale.

- **At the Act of Sale:**

One certified check or money order payable to American Governmental Services to include all costs below.

- a. The purchase price of the LLT property.
  - b. Fees for re-subdivision application for St. Bernard Parish (\$15.00 per lot).
  - c. Recordation fees for re-subdivision of property to St. Bernard Parish Clerk of Court, Lena Torres (approximately \$60.00 - \$80.00)
11. Purchasers whose **household** income meet HUD Family Income limits (See attached Applicant Survey & Statement of Interest Form), will be eligible for a 30% discount. Proof of income will be required.
  12. You will not be eligible to purchase a LLT property if you have any outstanding parish liens or property taxes.
  13. The purchased lots cannot be re-sold separately, subdivided, and no structure can be built to act as a free standing and separate residence.
  14. Purchasers will be allowed to purchase a maximum of 2 adjacent lots, one on each side. *If the owners of the adjacent side lots decline to purchase a lot or do not reply within the time frame specified, adjacent rear lot owners will be considered by the Parish on a case by case basis and should contact us.*

**If you are interested in purchasing the property and meet the criteria referenced above, PLEASE COMPLETE and return the enclosed within 30 days via US mail or fax along with all verification documents to:**

**Lot Next Door Program  
PO Box 1099  
Chalmette, LA 70044  
Fax: 504.324.0929**

After receiving your completed forms and it has been determined that you are interested and eligible, we will contact you to discuss the appraisal and purchase. Purchasers will have 30 days to respond, send required documentation, and to complete a purchase agreement. Please respond by «Respond\_Date». If we do not hear from you within the required time frame, we will assume you are not interested. We are looking forward to receiving your response and working with you should you decide to purchase the lot next door. All interested responders will be contacted by GRS in 5 weeks from the date an Application & Survey form is received.

Sincerely,

Craig P Taffaro, Jr.

**St. Bernard HRQLC and Global Risk Solutions, Administrator for the Lot Next Door Program**

Property Number: «LLT\_Property\_ID» Account Number: «Account\_Number»