

**KANSAS CITY MISSOURI HOMESTEADING AUTHORITY (KCMHA)**  
PROPERTY DONATION FORM

**DONATION POLICY:**

The KCMHA may accept offers from property owners who wish to donate property when:

1. The property owner does not have the resources to properly care for the property or to comply with orders to correct code violations that are present and evidence of the hardship has been presented.
2. There are either:
  - a) no delinquent taxes owed for the property, or
  - b) arrangements are made to pay the taxes by a purchaser of the property following demolition or abatement actions, or
  - c) Land Clearance for Redevelopment Authority has agreed to receive the property to eliminate the delinquent taxes with subsequent transfer to the KCMHA.
3. There is a written agreement with an owner of an adjoining property to purchase the property from the KCMHA, generally following demolition, nuisance abatement or similar actions.
4. The property is located in an area targeted for redevelopment efforts.
5. The City of Kansas City has agreed to fund the demolition, nuisance abatement, or similar action that may be needed.
6. The donation offer is accompanied with a cash donation to provide funding for repair or demolition.
7. A Phase I environmental assessment is completed prior to the donation if deemed warranted.

Staff will perform an analysis of the property offered for donation to determine if it can be accepted in accordance with this policy.

Please bring this form to:  
Kansas City Missouri Homesteading Authority,  
4400 Blue Parkway 1<sup>st</sup> Floor, Kansas City, Missouri 64130  
Phone: (816) 513-9020

**KANSAS CITY MISSOURI HOMESTEADING AUTHORITY (KCMHA)**  
PROPERTY DONATION FORM

Owner's name: \_\_\_\_\_

Address of property: \_\_\_\_\_

County Tax ID#: \_\_\_\_\_

Are there any real estate taxes that are delinquent? \_\_\_\_\_

If so, will you bring them current before the donation of the property? \_\_\_\_\_

Will you include a cash donation with the property to assist with maintenance, repairs, or demolition that may be needed? \_\_\_\_\_

If yes, how much? \$ \_\_\_\_\_

Is there a mortgage against the property? \_\_\_\_\_

Indicate the type of deed that will be used to transfer the property:

\_\_\_\_ Quit Claim Deed

\_\_\_\_ Special Warranty Deed

\_\_\_\_ Warranty Deed

Provide a cover letter or other written statement explaining why you would like to donate the property to the Kansas City Missouri Homesteading Authority.

**SIGNATURE**

I certify that I am the owner of the property listed above and that I am offering to donate the property to the Kansas City Missouri Homesteading Authority. The information provided in this application is true. This offer is made because I do not have the resources to maintain the property and I am willing to provide documentation regarding my financial condition if it is requested. I understand that this offer does not commit the Kansas City Missouri Homesteading Authority to accept the property.

\_\_\_\_\_

Owner

\_\_\_\_\_

Date

OWNER QUESTIONS FOR DONATED PROPERTY

1. Name and title of person responding to this questionnaire? \_\_\_\_\_

2. Relationship between person identified in #1 and Property owner? \_\_\_\_\_

3. Property owner name? \_\_\_\_\_

4. Length of ownership? \_\_\_\_\_

5. Who was the previous owner and for how long did they own the Property? \_\_\_\_\_

\_\_\_\_\_

6. For what purpose(s) has the current owner used the Property? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

9. Is the Property currently **occupied**? If so, by whom and for what purpose(s) (please provide names of tenants using structures and land for agricultural purposes) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

10. Do you have any knowledge of when the **Property was first developed** and what the use has been since that time? If so, please provide details. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

11. Have any **hazardous chemicals or petroleum products** been used or stored on the Property (current or historical usage)? \_\_\_\_\_

a. If so, provide details regarding the types and quantities of chemicals, as well as their area of usage on the Property. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

13. Has any of the property been used for **waste disposal** of any kind (such as dumping, burning, burying, etc.)? \_\_\_\_\_

a. If so, provide details regarding types of waste and disposal locations, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OWNER QUESTIONS FOR DONATED PROPERTY

14. Has there been any **dumping** on the property by others? \_\_\_\_\_

a. If so, provide details regarding types of waste, locations, if the waste was removed, etc. \_\_\_\_

\_\_\_\_\_

15. Do you have any knowledge of **underground storage tanks (USTs)** (current or past) on the Property? \_\_\_\_\_

a. If so, provide details regarding location(s), size(s), contents, tank removal information (if no longer present), sampling information upon removal, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

16. Do you have any knowledge of **aboveground storage tanks (ASTs)** (current or past) on the Property? \_\_\_\_\_

a. If so, provide details regarding location(s), size(s), contents, tank removal information (if no longer present), sampling information upon removal, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

17. Are you aware of any **spills/releases** of petroleum products or other hazardous chemicals on the Property? \_\_\_\_\_

\_\_\_\_\_

b. If so, provide details regarding location(s), size(s), type of spill, cleanup, information, sampling information, etc. \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

18. Has anyone ever collected **soil or groundwater samples** on the Property?

a. If so, where and why were samples collected? \_\_\_\_\_

\_\_\_\_\_

c. **Please provide copies of any reports related to the sampling efforts, including analytical results.**

OWNER QUESTIONS FOR DONATED PROPERTY

19. Are there currently or formerly **wells** of any kind (private, public, drinking, irrigation, monitoring, oil, gas, etc.) that on the Property? \_\_\_\_\_

a. If so, please provide details regarding their location, type/use, status (closed, in use, age of well, depth of well, company that drilled well, analytical results related to water quality, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

20. Is the property on the public (city/county) **water system**? \_\_\_\_\_

a. If so, how long has it been connected to the city/county system? \_\_\_\_\_

21. Are there any **structures** (current or past) on the Property (such as a house, barn, storage building, etc.)? \_\_\_\_\_

a. If so, please provide details regarding their former location, use, age, etc. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

22. If present currently or previously, how are structures **heated and cooled** (natural gas, electric, etc.)? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

23. Are there any **septic systems** (current or past) on the property? \_\_\_\_\_

a. If so, please provide details regarding location of septic tank(s), status, etc. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

24. Is the property on the public (city/county) **sewer system**? \_\_\_\_\_

a. If so, how long has it been connected to the city/county system? \_\_\_\_\_

25. Are there any transformers or other electrical equipment on the property that contain **PCBs**? \_\_\_\_\_

\_\_\_\_\_

**The following are questions related to the Phase I ESA Standard for Phase I ESAs. Depending on the type of land, they may seem somewhat not applicable (wooded/agricultural/rural residential); however, we are still required to ask them. It is ok to note “there is no such information known or available”.**

26. Are there any pending, threatened, or past litigation relevant to hazardous substances or petroleum products in, on, or from the Property and adjacent properties? \_  
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27. Are there any pending, threatened, or past administrative proceedings relevant to hazardous substances or petroleum products in, on, or from the Property or adjacent properties? \_  
—

28. Are there any notices from any governmental entity regarding any possible violation of environmental laws or possible liability relating to hazardous substances or petroleum products with regard to the property or adjacent properties? \_  
—

29. Any limitations on activity or use of the Property and adjacent properties? \_  
—

30. Do you know of or do you have knowledge of any of the following types of reports or documents for the Property? \_  
—

If so, please provide copies of;

- a. information available about the environmental condition or historic uses of the site,
- b. environmental site assessment reports (Phase I and Phase II ESAs),
- c. registrations for underground or aboveground storage tanks (USTs or ASTs),
- d. UST/AST removal reports,
- e. environmental compliance audit reports,
- f. chemical inventory list, including chemicals used on the Property in the past,
- g. environmental permits [e.g., solid waste disposal permits, hazardous waste disposal permits, wastewater permits, National Pollutant Discharge Elimination System (NPDES) permits],
- h. notices of violation (NOVs) or other correspondence from any government agency (federal, state, city, county, etc.) relating to past or current violations of environmental laws with respect to the Property or relating to environmental liens encumbering the Property,
- i. hazardous waste generator notices or reports,
- j. material safety data sheets (MSDS)/safety data sheets (SDS),
- k. community right-to-know plan,

## OWNER QUESTIONS FOR DONATED PROPERTY

- l. safety plans,
- m. emergency preparedness and prevention plans,
- n. spill prevention, control, and countermeasure plans (SPCC),
- o. storm water pollution prevention plans (SWPPP),
- p. reports regarding hydrogeological conditions on the Property or surrounding properties, and also
- q. geotechnical studies.