

REQUEST FOR PROPOSAL



*Development of
240 Helen Ave.*

Scope of Services: The City of Otsego is interested in pursuing the selling of a residentially zoned property to an interested party; pending the development is acceptable to the City Commission. Applications to utilize the property as residential or other reasonable use will be considered.

Property Specifications:

Property: 240 Helen Ave. (54-250-022-00)

The vacant property consists of .258 acres on a corner lot of Helen Ave. and Short St. The property has been cleared of all buildings due to building violations (February 2026). All blight and rubbish have been removed. All building foundations have been removed and replaced with clean fill dirt.

Previous Use: This property has held a Single-Family Residential use for nearly a century. This included one dwelling with a detached garage.

Zoning District: R-B Single-Family Residential District. All restrictions among other Zoning Ordinance regulations are available at: <https://www.cityofotsego.org/zoning-ordinances/>

Purchase Price: The City Commission recently acquired the property and paid all owed taxes and the cost of demolition. The City Commission hopes to offset those costs with at least \$20,000. That is viewed as the starting point for purchase price.

Available Infrastructure: In 2024 the City of Otsego reconstructed all of Helen Ave. including replacement of the sidewalks, water, sanitary sewer and storm sewer mains. Service lines will be needed for water and sewer services with the applicable fees.

Potential Project Options: While the previous use and current zoning is single-family residential, the City Commission would consider alternatives in addition to single-family residential. If zoning changes are required for the development; all sales will be pending the necessary zoning changes.

Application Requirements: All applicants must submit a detailed description of their intentions with the property. Application must include expected purchase price, project use, completion timeline, project costs, previous successful developments and any other additional information that may be relevant in better understanding the project including drawings or site plans that may be available to review. All completed applications must be physically signed, sealed and submitted by **Thursday April 16th at noon** to:

City Manager Aaron Mitchell
117 E. Orleans St.
Otsego, MI 49078

Approval Criteria: The City Commission will make decisions based on: future use, likely success, community value and purchase price. Applications should highlight all criteria if possible.

Approval Process: The City Manager will open and review all submitted applications at the deadline. After review, all completed applications will be submitted to the City Commission to determine if an application will be pursued. *(If no projects are acceptable and do not meet the City Commission's satisfaction, the City of Otsego will retain ownership of the property.)*

Questions: Any questions can be directed to City Manager Aaron Mitchell by email at amitchell@cityofotsego.org or by phone at 269-694-6146.