NORTHEAST NEBRASKA REGIONAL
Land Bank

1310 W Norfolk Ave, Suite D
Norfolk, NE 68701
P402-844-2080 F402-844-2089
www.norfolkne.gov

Dear Potential Buyer:

Thank you for your interest in purchasing property from the Northeast Nebraska Regional Land Bank (NNRLB). This land bank is a new governmental non-profit entity that began in early 2024, after years of hard work and planning. Its mission is "*to turn vacant, abandoned and tax-delinquent properties into affordable, habitable properties that enhance community pride, create additional tax revenue, and support our most vulnerable neighborhoods and citizens*". It is this mission that drives the NNRLB Board of Directors as it makes decisions on how to prioritize potential buyers.

The NNRLB Board is happy to inform the public of a lot available for purchase.

Property Address: 223 W. Monroe Avenue, Norfolk, NE 68701

If interested:

- Read though this application packet thoroughly.
- Drive by the property.
- Check out the Northeast Nebraska Regional Land Bank website to see what the NNRLB is about. https://norfolkne.gov/government/departments/housing/regionallandbank/
- Complete the application included in this packet.
- Create a brief presentation (10-minute maximum) to share with the Land Bank board and the public, including:
    - What experience you have in building residential structures,
    - How quickly you can build and get a certificate of occupancy for this property,
    - How you are going to keep costs low for the next buyer,
    - How you are going to market availability when construction is completed.
- Attend the NNRLB Board Meeting on July 15th at 5:30pm to give your presentation and turn in your application form. The meeting will be held at the City Council Chambers, 309 N. 5th Street, Norfolk, NE. Enter the door on the north side of the building.

The NNRLB Board will listen to the presentations and determine the buyer based on the presentation and information submitted.

The successful buyer will receive $10,000 at closing from the NNRLB to assist with demolition costs, but the buyer is responsible for demolition of the structure.

More properties will be available in the future. Please consider attending this meeting even if you don't intend to submit an application for consideration this time.

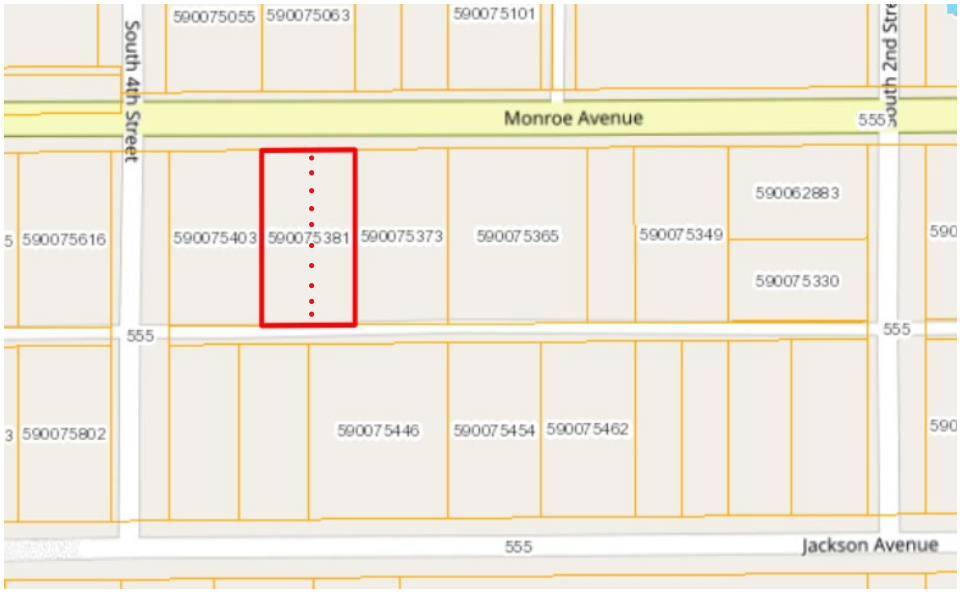
If you have any questions, please contact Lyle Lutt at 402-844-2015 or llutt@norfolkne.gov

223 W. Monroe Avenue, Norfolk

Available Lot for Construction of Affordable House

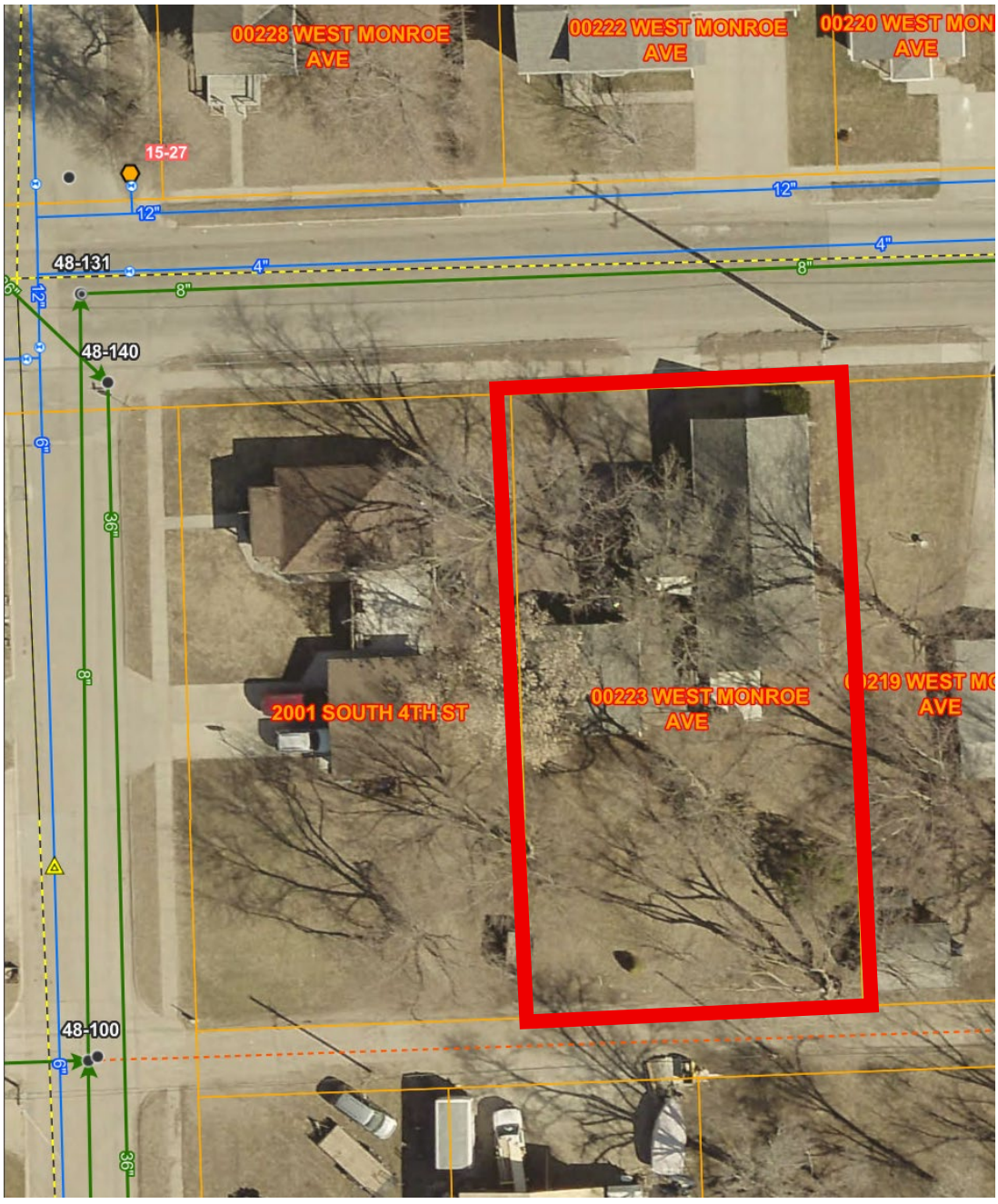
Lot information:

- **Zoned R-1**
- **Approx. 80’ x 148’ lot**
- **11,988 SF (per County GIS)**
- **City water & sewer available**
- **Alley access available**



NOTE; Property will automatically convert to two equal sized lots once demolition is completed.

Water and Sewer Line Proximity Map



4” Water Main (blue line)

8” Sewer Main (green line)

REAL ESTATE PURCHASE
AGREEMENT

THIS AGREEMENT is made and entered into this 19th day of August, 2026, by and between the Northeast Nebraska Regional Land Bank, a Political Subdivision of the State of Nebraska, with an address of 1310 W. Norfolk Ave, Suite D, Norfolk, Nebraska 68701 and hereinafter referred to as "NNRLB" or "SELLER", and Pettitt Plumbing, Heating & AC, Inc., DBA Pettitt Plumbing and Heating, Inc., a domestic corporation licensed to do business in Nebraska, hereinafter referred to as "BUYER",

WITNESSETH:

1. PROPERTY. That NNRLB agrees to sell to BUYER and BUYER agrees to purchase from NNRLB the "Property" addressed as:

223 West Monroe Ave.
Norfolk, Nebraska 68701

and described as follows:

HOMESTEAD ADDITION LOTS 250 & 251 of Norfolk, Nebraska,

upon the following terms and conditions and subject to all easements, covenants and restrictions of record.

2. PURCHASE PRICE & SELLER's INCENTIVE CONTRABUTION. The financial obligations for each party shall be broken down as follows;

A. The purchase price to be paid by the BUYER to the SELLER is One Dollar ($1.00).

B. Upon closing, SELLER shall issue and pay to BUYER $10,000 as a SELLER's incentive to assist with the demolition of the uninhabitable

structures currently on Property. BUYER agrees to use the $10,000 toward demolition costs only and have the existing structure demolished within 30 days of closing. If the existing house is not demolished within 30 days of closing, and BUYER has not sought a reasonable extension from the NNRLB, BUYER will refund the $10,000 to SELLER within 60 days of closing.

C. There shall be no earnest money deposit.

3. TITLE INSURANCE. The parties agree that any title insurance policy shall be obtained at the option and cost of the BUYER. If title defects are found that cannot otherwise be cured between the parties, this Agreement shall be voidable at BUYER's option.

4. CLOSING. The date of closing of this Agreement shall be as soon as practicable after full execution of this Agreement but no later than September 30, 2026, except that if it is necessary for NNRLB to cure defects in title to the real property, as provided for herein, then the date of closing shall be as soon as possible after said defects are cured.

5. REAL ESTATE TAXES. The NNRLB shall extinguish or pay all real estate taxes and personal property taxes on the property being sold herein for calendar year 2025 and all prior years. All such taxes for subsequent years shall be the responsibility of BUYER.

6. DEED. At the time of closing when BUYER shall have paid the entire purchase price, the NNRLB shall deliver a Quitclaim Deed to the BUYER. At such time as the deed is delivered to the BUYER, the NNRLB shall affix thereto, at NNRLB 's own expense, sufficient documentary stamp tax as required by law.

7. SURVEY. BUYER may have the property surveyed at BUYER's expense. If a survey discloses material items inconsistent with previous representations, this Agreement is voidable at BUYER's option.

8. "AS-IS" CONDITION. BUYER understands that BUYER is purchasing the property in "AS-IS" condition with no warranties, expressed or implied.

9. RISK OF LOSS & POSSESSION. Any risk of loss to the Property shall be borne by NNRLB until title has been conveyed to BUYER unless otherwise stated in lease agreements which may allow for access to the property prior to closing. Following such title conveyance, BUYER shall be responsible for hazard insurance. All possession and risk of loss shall pass to the BUYER upon closing unless otherwise agreed between parties in writing.

10. BUYER'S INSPECTION. This Agreement is being entered into following BUYER's personal inspection or investigation of the property and not upon any representation or warranties of condition by NNRLB, any third party, or anyone else involved in this transaction.

11. NNRLB ACCESS. BUYER agrees to allow NNRLB staff or board members to access the property throughout the redevelopment period and prior to obtaining an Occupancy Permit to ensure that all representations made in the BUYER's Application for Purchase are adhered to. The Application is attached hereto as Exhibit A and incorporated herein.

12. AGREEMENT BINDING. This Agreement shall be binding upon the heirs, successors, personal representatives and assigns of the respective parties hereto.

13. TIME IS OF THE ESSENCE. BUYER understands the importance of expedient building and obtaining an occupancy permit. As such, BUYER agrees to have a structure completed and a certificate of occupancy obtained from the City of Norfolk within twelve (12) months of closing. In the event BUYER fails to obtain a certificate of occupancy within twelve (12) months, the property shall revert back to NNRLB, which shall include all improvements located thereon. BUYER may request a waiver for an additional six (6) months in the event of unusual, unfortunate or unforeseen circumstances, but in no circumstance will BUYER be allowed to exceed a total of 18 months past closing to obtain a certificate of occupancy.

14. COVENANTS. BUYER agrees to comply with all requirements of the Declaration of Affordability Covenants and Restrictions, as adopted by the NNRLB board on July 15, 2026, and acknowledges that such Covenants impose enforceable covenants, conditions, and restrictions that run with the land and bind the Property for the Affordability Period provided therein.

IN WITNESS WHEREOF, the parties hereto have executed the foregoing Agreement the day and year first above written.

NORTHEAST NEBRASKA
REGIONAL LAND BANK,
A Political Subdivision of the State
of Nebraska

By _____
Rob Merrill, Chairman

By _____
Lyle Lutt, Interim Executive Director

BUYER(S):

_____

Printed Name:

Shawn Primrose

Application for Purchase

Property Application

Note: The Northeast Nebraska Regional Land Bank does not pay brokerage or referral fees.

Applicant Information (as you want it depicted in the purchase agreement):

First/Last Name &/or Business Name: Pettit Plumbing

Email: Shawn@PettitPlumbing.com

Telephone: 402 841 1383

Current Mailing Address: 106 W Norfolk Ave
Norfolk NE 68701

Additional Applicant Information:

Age:

- ☐ 25-34
- ☒ 35-44
- ☐ 45-54
- ☐ 55+
- ☐ Prefer not to say

US Citizen:

- ☒ Yes
- ☐ No, If no, do you have a plan in place?

_____

Permanent Resident:

- ☒ Yes
- ☐ No If no, do you have a plan in place?

_____

Ethnicity (select all that apply):

- ☐ American Indian or Alaska Native
- ☐ Asian
- ☐ Black or African American
- ☐ Hispanic or Latino
- ☐ Native Hawaiian or Other Pacific Islander
- ☒ Caucasian
- ☐ Prefer Not to Say

Gender:

- ☒ Male
- ☐ Female
- ☐ Non-Binary
- ☐ Prefer Not to Say

Purchasing As:

- ☐ Individual
- ☒ Business
- ☐ Nonprofit

First-Time Buyer

- ☐ Yes
- ☒ No
- ☐ Not Sure

Community Developer

- ☒ Yes
- ☐ No
- ☐ Not Sure

Eligibility Questionnaire

Do any properties you own currently have:

• Code violations with the City of Norfolk?	Yes	No	Unknown
• Special Assessments?	Yes	No	Unknown
• Tax Delinquencies?	Yes	No	Unknown
• Tax Foreclosure Judgments?	Yes	No	Unknown
• Utility Delinquencies?	Yes	No	Unknown

If you answered "Yes" to any of the above questions, please provide an explanation along with what steps are being taken to remedy these issues.

Explanation:_____

_____

_____

_____

Offer Information

Asbestos: 223 W. Monroe Ave. has already been tested and remediated and is ready for demolition. Proof of readiness, including testing results, contractor and bills with proof of payment will be available to buyer.

Sale Incentive; $10,000!!! The successful buyer will receive $10,000 from the NNRLB upon closing to assist with demolition costs, but the buyer is responsible for demolition of the structure.

Public Presentation on Proposed Use & Plans

Please prepare a 3 - 10 minute presentation to the board explaining what you would do with the property, your timeline, your experience and how your plan matches up with the mission statement of the NNRLB. Please provide/attach any additional materials to support your proposed use of this property.

Certifications & Fees

Are you willing to pay the following fees:

☐ ~~$25 Application Fee (non-refundable)~~ ✸ Application Fee is waived for 223 W. Monroe Avenue. ✸

☐ $500 Down Payment to the title company of your choice at the time of signing a Purchase Agreement.

Summary and Agreement

I hereby certify that I have read this application and that all information contained herein is true. If any portion of this information, either intentionally or unintentionally, is false or is a misrepresentation of the material facts, this application will be void and will not be approved. Furthermore, I agree to discuss my plans for this property with the NNRLB and The City of Norfolk prior to signing a purchase agreement.

Shawn Primrose		7/15/2026
Printed Name	Signature	Date

Compliance Agreement

All Land Bank properties are sold with a specified redevelopment timeline; everything listed in your job-cost estimate must be complete within that timeline.

Currently, purchasers have 12 months (plus a possible 6-month extension after Board permission) for the renovation of a single-family residential property and two years for other types of property; the redevelopment timeline should be addressed in your presentation and will be specified in your application and purchase agreement.

The NNRLB will regularly check in on redevelopment progress after closing and sign off as soon as the redevelopment is complete. If redevelopment does not happen within the specified timeline, the property reverts automatically back to NNRLB ownership, in as-is condition. If you believe you may need an extension, please contact The NNRLB as soon as possible.

Shawn Primrose		7/15/2026
Printed Name	Signature	Date

Submission Instructions

Please bring your completed application & supporting presentation data for submission (4 copies) to The NNRLB - Special Meeting which will be held at the Norfolk City Council Chambers located at 309 N. 5th St. on July 15, at 5:30pm.