



This application has been developed for interested parties requesting potential Brownfield funding on a redevelopment project within Grand Traverse County. Project funding will be considered by the Grand Traverse County Brownfield Redevelopment Authority (GTCBRA) on a case-by-case basis considering the merits of the proposed project. Criteria for project consideration are listed on page 5 of this application. Based on a review of your completed application, we will contact you within ten (10) business days to discuss the next steps in the process or if we need additional information.

**Please provide information in the areas listed below, if available. (Please attach additional pages if needed)**

1. Date of Application: \_\_\_\_\_

**Business or Local Unit of Government Information:**

2. Name of Applicant: \_\_\_\_\_

3. Business Address: \_\_\_\_\_

4. Business Telephone Number: \_\_\_\_\_

5. Contact Person(s): \_\_\_\_\_ Title: \_\_\_\_\_  
\_\_\_\_\_

6. Contact Person(s) Telephone Number: \_\_\_\_\_

7. Contact Person(s) Fax Number: \_\_\_\_\_

8. Contact Person(s) Email Address: \_\_\_\_\_

9. Entity Type:      Proprietorship      Partnership      Corporation  
Other (specify): \_\_\_\_\_

10. Describe nature and history of business: \_\_\_\_\_  
\_\_\_\_\_

11. List similar projects developed over the last five years (if any): \_\_\_\_\_  
\_\_\_\_\_

12. Key Project Contacts:

Bank/Financing: \_\_\_\_\_

Attorney: \_\_\_\_\_



Accountant: \_\_\_\_\_

Others: \_\_\_\_\_

**Proposed Project Site Information:**

1. Address(es): \_\_\_\_\_

2. Parcel I.D.(s) (if known): \_\_\_\_\_

3. Present Owner(s): \_\_\_\_\_

4. Date Present Owner(s) Acquired Property (if known): \_\_\_\_\_

5. Does applicant have land control:

No

Yes

If yes, please describe (owner, lessee, option or purchase agreement, etc.):  
\_\_\_\_\_

6. Does the project comply with local zoning and other land use requirements? No Yes

If no, please describe processes being undertaken to address local government concerns:  
\_\_\_\_\_

7. Any currently known environmental issues? \_\_\_\_\_

8. Is applicant a liable party for environmental issues at site? No Yes

9. Is access to site permitted? No Yes

10. Project type: New Relocation Expansion  
Rehabilitation

11. Project Size: Parcel size (acres): \_\_\_\_\_

Existing building area (square feet): \_\_\_\_\_

New building area (square feet): \_\_\_\_\_

12. Is the project located in one of the following (please check those that apply)

Downtown Development District  
OTHER

Renaissance Zone



13. Project timeline (Proposed or Actual):

Start date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

14. Additional materials (Please check those items that are available and attach to your application, if possible)

Business Plan	Financial Commitments	Architectural/Site Plans
Proforma	Environmental Information/Reports	

**Tax Base Information:**

15. Total Investment Anticipated: \$ \_\_\_\_\_

If available, please attach a detailed projection of project costs and proposed funding sources. Categories of costs may include real estate, demolition, environmental, new construction, renovation, new equipment and other as appropriate.

16. Activities for which potential support is sought:

Phase I ESA	Phase II ESA	BEA	Due Care
Clean-up Planning	Clean-up (describe)	Other (describe)	

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17. Current Taxable Value: \$ \_\_\_\_\_

18. Estimated Taxable Value after Project Completion: \$ \_\_\_\_\_

**Employment Information:**

19. Full Time Equivalent (FTE) Employees:

FTE Jobs Retained: \_\_\_\_\_ FTE Jobs Created: \_\_\_\_\_



### Estimated Funding Sources Requested

20. ***Department of Environment, Great Lakes, and Energy (EGLE):***

\$ \_\_\_\_\_ EGLE Brownfield Assessment Grants (BSA)  
\$ \_\_\_\_\_ EGLE Grants up to \$1,000,000  
\$ \_\_\_\_\_ EGLE Loans up to \$1,000,000 -- To be repaid with Tax Increment Financing (TIF) & Requiring demonstration of ability to payback Loan to Grand Traverse County if TIF is not available

***Grand Traverse County Brownfield Redevelopment Authority (GTCBRA)***

\$ \_\_\_\_\_ Brownfield Plans and Act 381 Work Plans – Brownfield Tax Increment Financing  
\$ \_\_\_\_\_ Brownfield Loan – Local Brownfield Revolving Fund (LBRF)-- Administered by the Brownfield Authority

***Michigan Economic Development Corporation / Michigan Strategic Fund***

\$ \_\_\_\_\_ Community Revitalization Program Loan and/or Grant -- Loans available to projects in Downtown's up to \$10 million  
\$ \_\_\_\_\_ Business Development Program Loan and/or Grant -- Loans available to projects in Downtown's up to \$10 million

Anticipated amount of Brownfield financing requested: \$ \_\_\_\_\_

### DISCLOSURE

The Applicant is not liable part per PA 381, as amended and acknowledges that full environmental disclosure is a requirement of the Brownfield Plan submittal. Disclosure shall include copies of all available environmental data, reports and pertinent correspondence including documentation relating to liable or potentially liable parties and the environmental condition of the site.

I certify that the foregoing is true and accurate to the best of my knowledge and that I am hereby authorized to submit this application on behalf of the proposed project and requesting party. Further, I certify that the proposed project will be completed in a manner consistent and compliant with all applicable regulatory requirements:

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Signature

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Date

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Title



**GRAND TRAVERSE COUNTY  
BROWNFIELD REDEVELOPMENT AUTHORITY**  
400 BOARDMAN AVENUE, SUITE 305  
TRAVERSE CITY, MI 49684-2577  
C: 248-762-8701  
O: 231-922-4780

If you have questions regarding the application, please contact at the address below.

Please submit two electronic copies of the application and all attachments to the following address with a **\$2,500 Application Fee** payable to the Grand Traverse County Brownfield Redevelopment Authority.

Please submit an electronic copy of the application and all attachments to the email listed below as well.

***Grand Traverse County Brownfield Redevelopment Authority***

*Anne Jamieson-Urena  
GTCBRA Director  
400 Boardman Avenue  
Traverse City, MI  
(P)248.762.8701  
[ajamieson@ectinc.com](mailto:ajamieson@ectinc.com)*

Application last updated 12.20.2022



## ***Grand Traverse County Brownfield Redevelopment Authority***

### **Evaluation Criteria:**

The GTCBRA understands that each project is unique and will be judged on its own merits. GTCBRA evaluation of projects will not necessarily be limited to the guidelines below but will consider all appropriate criteria put forth by the applicant or any other criteria that the GTCBRA deems relevant. In addition to statutory requirements, all projects submitted will be considered only if they meet the following overall guidelines. Notwithstanding the guidelines below, individual projects are not considered approved until they have received formal notification of such approval from the GTCBRA, local governing body and County Board of Commissioners by Resolution adopting the Brownfield Plan and GTCBRA approval of a PA 381 Work Plan.

1. Nature, extent of contamination, including threat to water quality and public health, and the extent to which the contamination will be remedied.
2. The viability of the project without Brownfield assistance
3. The existence of abandoned, vacant buildings, or blight, and the extent to which the project will remove the blight.
4. The type and size of use and the extent to which it is consistent with community land use or master plans and the encouragement of redevelopment in growth and investment areas.
5. The extent to which the project creates new long term jobs.
6. Overall enhancement to the community.
7. Improves public infrastructure consistent with land use or master plans.
8. Other factors benefitting the community, such as work force housing
9. The availability of Tax Increment Financing (TIF) capture to pay for the cost difference of developing a Brownfield site as compared to a Greenfield site.

The guidelines outlined above should not be considered a complete list but provide a framework by which GTCBRA will screen projects for incentive consideration.