

ACT 381 COMBINED TRANSFORMATIONAL BROWNFIELD PLAN

PROJECT NAME
PROJECT ADDRESS
County, City, Township
Name of Brownfield Redevelopment Authority

Date

Prepared by:

Approved by the [enter BRA name] Brownfield Redevelopment Authority on [enter date approved]

Approved by the governing body of the [name of local jurisdiction] on [enter date approved]

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ACT 381 COMBINED TRANSFORMATIONAL BROWNFIELD PLAN

1.0 INTRODUCTION

1.1 Proposed Redevelopment and Future Use for Each Eligible Property

In this section, give a general overview of the proposed redevelopment project and the overall benefits to the community.

Describe the proposed mixed-use redevelopment project including the overall type, use, and square footage of structure(s) per site, if applicable; the number, type, and square footage of residential units; the number, type and square footage of commercial/retail space; the square footage of revitalized publicly owned/maintained space (please approximate square footage if improvements are measured in linear feet); the anticipated number of new full-time equivalent (FTE) jobs to be created (with single average FTE wage) anticipated number of temporary construction jobs; the number of retained FTE jobs; the amount of private investment; the total cost of the project; the anticipated eligible activities completion date and anticipated redevelopment project completion date.

If a waiver of the mixed-use requirement, per section 14a(26), is being requested, please provide a detailed justification of the request.

1.2 Eligible Property Information

1.2.1 Indicate how each property qualifies as a facility, historic resource, functionally obsolete, blighted, transit-oriented development, transit-oriented property, undeveloped property that was previously in an approved brownfield plan and subsequently abolished, or tax reverted property owned or under the control of a Land Bank Fast Track Authority. Indicate whether the eligible property includes adjacent or contiguous parcels. Properties adjacent or contiguous to the eligible property but located outside of the Transformational Brownfield Plan's (TBP) eligible property boundary are not eligible properties. If there are multiple parcels involved, summarize them in table format with an address, parcel number, and how the individual parcel qualified as eligible.

Include street address, city or township, county, parcel number(s) and legal descriptions for each eligible property, (including adjacent or contiguous properties that are part of the eligible property) and parcel size or total acreage. Provide a Scaled Property Location Map and an Eligible Property Map as Figures 1 and 2. Adjacent or contiguous parcels should be identified as such on the maps with all properties outlined individually.

1.2.2 **Current Ownership** – Name, address, and contact person for all current owners. If property ownership has changed within the past six (6) months, provide the name of the previous owner(s).

1.2.3 **Proposed Future Ownership** – Name, address, and contact person for all known future owners.

1.2.4 **Delinquent Taxes, Interest, and Penalties** – Total of delinquent taxes including

penalties and interest for each eligible property. If there are taxes owed, explain why they are owed and how the issue will be resolved.

1.2.5 **Existing and Proposed Future Zoning** – Identify existing and proposed future zoning for each eligible property. Indicate if the zoning will remain unchanged.

1.3 **Project Justification**

Demonstrate why incentive assistance is needed and describe in terms of developer return, financing gap, market risk, etc.

1.4 **Historical Use and Previous Ownership of Each Eligible Property**

1.4.1 **Historical Use** - Summarize the historical use of each eligible property dating back as far as information is available. Include the types of residential, public, commercial, and industrial uses and the corresponding dates for each use.

1.4.2 **Previous Ownership** - Provide the names of previous owners and operators back to at least 1994. Provide information about the types of equipment, machinery, storage tanks, etc. that were operated on each property and known or possible hazardous substance use, as well as persons and/or entities who may be liable for the contamination.

1.5 **Current Use of Each Eligible Property**

Summarize the type(s) of residential, public, commercial, and industrial uses that are currently operating on each eligible property. Estimate the number of people working in each existing business and the number of people living in any residential properties. Indicate which uses will continue operating after redevelopment. Also, indicate whether each property is vacant.

1.6 **Site Conditions and Known Environmental Contamination Summary**

If applicable, provide what is known about environmental contamination for each eligible property qualifying as a facility as defined in [324.20201\(s\)](#) or a site or property, as those terms are defined in [324.21303\(d\)](#) and [324.21303\(m\)](#). List types, dates and results summaries of previous environmental studies including Phase I and II Environmental Site Assessments (ESAs), Baseline Environmental Assessments (BEA), remedial investigations, etc. Indicate if a BEA has been conducted/completed for the eligible property by any party associated with the redevelopment. Indicate what conditions make the property a facility, or a site or property including the types of contaminants and concentrations found above residential cleanup criteria and the associated laboratory analytical data that demonstrate the property is a facility, or a site or property. Include a site map showing the lateral and vertical extent of known contamination with soil boring and monitoring well locations and concentrations identified. Note: Do not submit environmental reports with the Combined Transformational Brownfield Plan. EGLE will request further documentation if needed.

This information is required whether or not school taxes will be used for response activities. The Michigan Strategic Fund (MSF) requires facilities or sites or properties to be investigated to the extent necessary for a reasonable identification of eligible activities and costs necessary to address the contamination. A description of existing conditions and anticipated environmental activities must be submitted. MSF approval of non-

environmental activities may be conditioned on certain requirements intended to protect the public health, safety, and welfare and the environment consistent with applicable state and/or federal laws.

1.7 Functionally Obsolete, Blighted and/or Historic Conditions

If applicable, describe why the property is blighted and/or functionally obsolete as defined in Sections 2(c) and 2(u), respectively, of Act 381. A property qualifying as functionally obsolete requires an Affidavit, attached as an Exhibit, signed by a Level 3 or Level 4 Assessor, which states in the Assessor’s expert opinion the property is functionally obsolete and the underlying basis for that opinion. A property qualifying as blighted requires a detailed description of the property conditions and a formal declaration by the local unit of government designating the area blighted. If a property is qualifying as historic (MCL 125.2090a), provide documentation that it is located within a local historic district or listed on the State or National Register of Historic Places.

1.8 Transit-Oriented Development or Transit-Oriented Property Qualification

If applicable, describe how the property meets the definition of transit-oriented development and/or transit-oriented property as defined in Sections 2(ww) and 2(xx), respectively, of Act 381.

1.9 Information Required by Section 15(12) of the Statute and not addressed elsewhere in this document

Combined Plans submitted for MSF consideration require responses to the following questions:

- 1.9.1 Describe how each individual eligible activity included in the Combined Plan is sufficient to complete the eligible activity.
- 1.9.2 Describe how each individual eligible activity included in the Combined Plan is required to complete the eligible activity.
- 1.9.3 Is the eligible property in a high unemployment area?
- 1.9.4 What is the level and extent of contamination alleviated by or in connection with the eligible activities?
- 1.9.5 If the developer or projected occupant of the new development is moving from another location in this state, will the move create a Brownfield?
- 1.9.6 What other state and/or local incentives (including amounts) are anticipated to directly or indirectly benefit this project? If tax abatements are applicable, please include the approval date or anticipated approval date for each abatement in addition to the approximate value.

2.0 Information Required by Section 13c of the Statute – Transformational Brownfield Plan

2.1 Basis for Designating the Plan as a Transformational Brownfield Plan (TBP) Under Section 2(vv)

Describe how the plan meets the threshold requirements of both population and capital investment based on the table below. If the minimum investment threshold will not be met and the plan is utilizing an exception under Section 14a(9), please describe the exception that applies.

If the TBP is requesting a waiver of the minimum investment requirement under section 14a(9), describe the impact of the transformational brownfield plan in relation to existing investment and development conditions in the project area and whether the transformational brownfield plan will act as a catalyst for additional revitalization of the area in which it is located.

Population	Investment
Greater than or equal to 600,000	\$500,000,000
150,000 - 599,999	\$100,000,000
100,000 - 149,999	\$75,000,000
50,000 - 99,999	\$50,000,000
25,000 - 49,999	\$25,000,000
Less than 25,000	\$15,000,000

2.2 Summary Description of the Costs of the TBP Intended to be Paid for with Construction Period Tax Capture Revenues, Withholding Tax Capture Revenues, Income Tax Capture Revenues, and Sales and Use Tax Capture Revenues

Include a list and summary of the costs of eligible activities (i.e., demolition, construction, restoration, alteration, renovation, or improvement of buildings; site preparation or improvements; or infrastructure improvements) that are proposed. Costs should be broken out into a table showing itemized costs for each eligible property and detailing which expenses will be paid for with construction period tax capture revenues, withholding tax capture revenues, income tax capture revenues, and Sales and Use Tax Capture Revenues.

2.3 An Estimate of the Amount of Construction Period Tax Capture Revenues, Withholding Tax Capture Revenues, Income Tax Capture Revenues, and Sales and Use Tax Capture Revenues Expected to be Generated Annually

The estimated revenues for each individual tax capture should be depicted in Tables 3-5. Identify whether all or a portion (a percentage) of captured revenue will be used. The initial income tax value and initial withholding tax value along with each estimated current revenues, by year and in aggregate, should be depicted in each table. Please identify whether the Safe Harbor option will be used to determine amount of Income Tax Capture and/or Withholding Tax Capture reimbursement in accordance with MSF approved Transformational Brownfield Program Guidelines.

If the capture of more than 50% of Income Tax increment revenues, per section 14a(7b) are being requested, please provide a detailed justification of the request.

2.4 Beginning Date and Duration of Capture of Construction Period Tax Capture Revenues, Withholding Tax Capture Revenues, Income Tax Capture Revenues, and Sales and Use Tax Capture Revenues

The beginning date and duration of each revenue stream should be depicted in Tables 3-5. Identify the beginning date (year) of capture, which cannot be later than 5 years following Transformational Brownfield Plan approval by the Michigan Strategic Fund. Plan length cannot exceed 25 years from the date of the approval of the Transformational Brownfield Plan by the Michigan Strategic Fund. Capture of non-property tax increment revenues must begin within 5 years of MSF approval and cannot extend beyond 20 years from the beginning date of capture.

3.0 Information Required by Section 14a of the Statute – Transformational Brownfield Plan

3.1 How will the TBP have a Transformational Impact on Economic Development and Community Revitalization?

Describe how the TBP will have a transformational impact on local economic development and community revitalization based on the extent of brownfield redevelopment and growth in population, commercial activity, and resulting employment.

3.2 Whether the TBP Meets the Requirements of Sections 13, 13B, and 13C

Does the TBP address the requirements of a Brownfield Plan?

3.3 How were the Eligible Activity Costs determined to be Reasonable and Necessary?

3.4 How were Captured Taxable Value, Construction Period Tax Capture Revenue, Withholding Tax Capture Revenue, and Income Tax Capture Revenue Amounts determined to be Reasonable?

3.5 Whether Subject to Subsection (22)(D), the TBP Includes Provisions for Affordable Housing

Describe how the TBP includes an affordable housing component.

4.0 Information Required by Section 14a(3)(e) of the Statute – Transformational Brownfield Plan

*If this Plan includes multiple projects/sites, the following subsections must be addressed for each individual project/site within the Plan

4.1 The importance of the project to the community in which it is located

Describe all aspects (financial, social, etc.) of how the community is impacted by the proposed development.

4.2 If the project will act as a catalyst for additional revitalization of the community in which it is located

Describe how the project will spur additional financial and social revitalization in the community.

4.3 The amount of local community and financial support for the project

Please provide the amount and approval date for all local financial contributions. If there is formal community support, please identify the organization and type of support provided.

4.4 The applicant's financial need for a community revitalization incentive

Please describe in detail using project performance information why the MCRP incentive is needed to make one of the proposed projects financially feasible.

- 4.5 The extent of reuse of vacant buildings, reuse of historic resources, and the redevelopment of blighted property**
If not applicable, please state “Not Applicable”.
- 4.6 Creation of jobs**
Identify the number and type of full-time equivalent jobs created by the Plan. If the Plan has multiple projects/sites, detail the job creation for each project/site. Provide a cumulative, single average hourly wage for all jobs (and by project/site, if applicable). Provide the number of construction jobs and total construction wages anticipated for each project/ site.
- 4.7 The level of private sector and other contributions, including, but not limited to, federal funds and federal tax credits**
Please identify amounts and approval dates.
- 4.8 Whether the project is financially and economically sound**
Describe how the project was determined to be financially and economically sound.
- 4.9 Whether the project increases the density of the area**
Describe how the density is increased based on each component of the project (commercial, residential, etc.)
- 4.10 Whether the project promotes mixed-use development and walkable communities**
Describe specific aspects of how the project promotes mixed-use development and walkable communities.
- 4.11 Whether the project converts abandoned public buildings to private use**
If not applicable, please state “Not Applicable”.
- 4.12 Whether the project promotes sustainable development**
Describe project aspects that add to the sustainability of the overall development (LEED Certification, green infrastructure, etc.)
- 4.13 Whether the project involves the rehabilitation of a historic resource**
If not applicable, please state “Not Applicable”.
- 4.14 Whether the project addresses area-wide redevelopment**
Describe how the project addresses area-wide development.
- 4.15 Whether the project addresses underserved markets of commerce**
Describe specifically what underserved markets of commerce are addressed.
- 4.16 The level and extent of environmental contamination**
Describe the level and extent of contamination on the eligible property(s).
- 4.17 If the rehabilitation of the historic resource will meet the federal Secretary of the Interior's standards for rehabilitation and guidelines for rehabilitating historic buildings (36 CFR 67)**
If not applicable, please state “Not Applicable”.

4.18 **Whether the project will compete with or affect existing Michigan businesses within the same industry**

If not applicable, please state “Not Applicable”.

4.19 **Any other additional criteria approved by the board that are specific to each individual project and are consistent with the findings and intent of this chapter**

Please add any additional information you wish the MSF Board to consider.

5.0 SCOPE OF WORK AND COSTS

Costs should be itemized within each proposed eligible activity type (e.g., BEA, due care, demolition, infrastructure improvements, etc.). Use of captured school taxes for reimbursement of interest costs associated with financing of eligible activities differs by agency. EGLE and MSF allow a combined total of up to \$30,000 maximum per project for preparation of Combined Brownfield Plan, which should be split between the agencies. EGLE and MSF also allow a combined total of up to \$30,000 maximum per project for the implementation of Combined Brownfield Plan, which should be split between the agencies.

5.1 EGLE Eligible Activities

Proposed activities should be placed into one of the following categories. Provide as much detail as possible, including costs, for each proposed activity. For all proposed environmental sampling activities, include the types of samples to be collected (soil, groundwater, waste, sediments, surface water, etc.), method of sample collection (surface soil, hand auger, drill rig, geoprobe, temporary well, monitor well, etc.), number of samples, and analytes for each type of sample. A Proposed Sampling Location Map is required as an Exhibit.

5.1.1 Department Specific Activities

Site Assessment and Baseline Environmental Assessment (BEA) – activities may include:

- All Appropriate Inquiry compliant Phase I Environmental Assessment and Phase II Environmental Assessments.
- Soil and Groundwater Sampling and Analysis.
- Data Interpretation and reporting.
- Development of engineering controls or isolation zones.

Pre-Demo, Hazardous Material, Lead, Mold, and Asbestos Surveys – activities may include:

- Inspections.
- Sampling and analysis.
- Data interpretation and reporting.

Due Care – activities to meet [324.20107a](#) and [324.21304c](#) due care obligations may include:

- Investigation (sampling, analysis, interpretation, reporting) to define contamination sufficient to conduct an adequate pathway evaluation and determine necessary response actions.
- Assessment of complete pathways, evaluating potential unacceptable

exposures in consideration of intended use(s) of the property and identification of all notice requirements, etc. as necessary to comply with both 324.20107a and 324.21304c.

- Development of a plan to conduct response activities to sufficiently demonstrate compliance with 324.20107a and 324.21304c obligations for a prospective or current owner, or operator.
- Treatment or removal of contaminated soil or groundwater as a response activity to prevent or mitigate an unacceptable exposure or eliminate the potential for exacerbation.
- Construction of appropriate barriers to prevent or mitigate unacceptable exposures.

Response Activities – response activities beyond due care may include:

- Evaluation including investigation and feasibility study.
- Interim response activity.
- Remedial/corrective action.
- Demolition that is a response activity (e.g., demolition is necessary to address the contamination; the structure has been condemned, formally declared dangerous, etc.). Describe why demolition is necessary for environmental and/or public health, safety, or welfare reasons and if so, document that the local unit of government has formally declared the building a danger to the community as an attachment. Include the size, type, and number of structures. Include the deconstruction/demolition procedure and recycling/disposal practices. Bids should be obtained for all demolition activities.
- Lead abatement. Describe why it is necessary for environmental and/or public health, safety, or welfare reasons. Describe the type of lead abatement activities to be performed including procedures and disposal practices.
- Asbestos abatement. Describe why it is necessary for environmental and/or public health, safety, or welfare reasons. Describe the type of asbestos abatement activities to be performed including procedures and disposal practices.
- Mold abatement. Describe why it is necessary for environmental and/or public health, safety, or welfare reasons. Describe the type of mold abatement activities to be performed including procedures and disposal practices.
- Response activities that are more protective of the public health, safety, and welfare and the environment than required for due care. Describe the proposed activities and how they provide public health or environmental benefits and address the following:
 - 1) The proposed new land use and the reliability of land use restrictions to prevent exposure to the contamination.
 - 2) The activities and costs minimally necessary to achieve due care compliance and the incremental cost of the proposed additional response activities that are more protective.
 - 3) The long-term obligations (deed restrictions, monitoring, operation and maintenance, etc.) associated with leaving contamination in place and the value of reducing or eliminating these obligations.
- Other actions necessary to protect the public health, safety, welfare, environment, or natural resources.

Environmental Insurance – The reasonable cost of liability insurance for environmental contamination and cleanup that is not otherwise required by state or federal law (e.g. storage tank insurance). Due to Michigan’s causation liability standard, describe why the insurance is needed, include the type of coverage that will be provided (types of risks), the term of the policy that will be purchased for the funding requested, and any other relevant information that will assist in determining if the is cost is reasonable.

5.1.2 **Interest** – According to 125.2663b(12)(b) an authority may capture taxes for the payment of interest. The interest rate must be provided and should conform to the MEDC’s Interest Guidance. List the costs subject to payment or reimbursement to any person or entity seeking that payment or reimbursement.

5.1.3 **Combined Transformational Brownfield Plan Preparation** – The reasonable cost of developing and preparing the Combined Transformational Brownfield Plan.

5.1.4 **Combined Transformational Brownfield Plan Implementation** –The reasonable cost of implementing the Combined Transformational Brownfield Plan.

5.2 **MSF Eligible Activities**

Proposed activities should be placed into one of the following categories. For each proposed activity, provide as much detail as possible, including costs and existing conditions which make the activity necessary. If the MSF approves the request as a Transformational Brownfield Plan, then New Construction, Restoration of Buildings, Demolition, Lead, Asbestos, and Mold Abatement, Site Preparation/Site Improvements, are available *statewide* and are eligible for reimbursement via all available revenue streams. If the Plan contains multiple projects/sites, please describe the eligible activities below per site.

Act 381 Guidance for Brownfield Plans, Work Plans, Combined Plans, and Transformational Brownfield Plans is available online at: <http://www.miplace.org>

5.2.1 **New Construction of Buildings** – New construction activities are comprised of costs associated with the vertical construction of buildings on eligible property. Provide the building height, square footage for each structure and for each type of use within each structure, and number of buildings.

5.2.2 **Restoration, Alteration, Renovation, or Improvement of Buildings** - Restoration, Alteration, Renovation, or Improvement activities are comprised of costs associated with the interior and exterior renovation of existing structures on eligible property. Provide the building height, square footage and use, and number of buildings renovated.

5.2.3 **Demolition** –Potential MSF eligible demolition activities include building demolition and site demolition *that is not a response activity*, including interior and partial/whole building. Describe the size, type, location, and number of buildings, structures or improvements to be demolished, the costs, and if applicable recycling/disposal practices.

- 5.2.4 **Lead Abatement** –For lead abatement, include the location and number of buildings, structures, or improvements to be abated. Include the types and costs of activities to be performed and the procedure and disposal practices to be used. Assessing/surveying for lead-containing materials and sampling/reporting are allowable activities to successfully complete the eligible lead abatement activities.
- 5.2.5 **Asbestos Abatement** –For asbestos abatement, include the location, and number of buildings, structures, or improvements to be abated. Include the types and costs of activities to be performed and the procedure and disposal practices to be used. Assessing/surveying for asbestos-containing materials and sampling/reporting are allowable activities to successfully complete the eligible asbestos abatement activities.
- 5.2.6 **Mold Abatement** –For mold abatement, include the location, and number of buildings, structures, or improvements to be abated. Include the types and costs of activities to be performed and the procedure and disposal practices to be used. Assessing/surveying for mold-containing materials and sampling/reporting are allowable activities to successfully complete the eligible mold abatement activities.
- 5.2.7 **Infrastructure Improvements** –Provide map(s) showing the location of the infrastructure improvements relative to the project. In the Eligible Activities Cost and Schedule, list the improvements, per unit cost, size and scale in terms of linear feet, square footage or other appropriate measure(s).

Infrastructure improvements shall be publicly owned and maintained, support the project, and also serve others/public, except in the case of urban storm water management systems and parking decks, which may be located on private property. Infrastructure improvements can also extend into private property so long as there is a dedicated easement or the area of improvements is deeded to the governing body.

- 5.2.8 **Site Preparation/Site Improvements** – Under Act 381, as amended, the Site Preparation activity is defined as: “site preparation *that is not response activity* under section 20101 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.20101”. Note that if soils are to be removed from the site that exhibit contamination above residential criteria the costs may be covered by EGLE.

Provide map(s) showing the site preparation activity location(s). In the Eligible Activities Cost and Schedule, list each of the proposed site preparation activities, their costs, size and scale in terms of linear feet, square footage or other appropriate measure(s).

- 5.2.9 **Assistance to a Land Bank Fast Track Authority** – Identify activities and costs necessary to clear or quiet title to, or sell or otherwise convey, property owned by a Land Bank Fast Track Authority or the acquisition of property by the land bank if the acquisition of the property is for economic development purposes (including

reasonable costs associated with the acquisition).

5.2.10 **Relocation of Public Buildings or Operations** – In some cases, public buildings or operations can be moved for economic development purposes. Prior approval from MSF is required. Describe how the relocation will benefit economic development and provide detailed plans and maps showing the current usage and proposed changes and costs for the eligible properties.

5.2.11 **Combined Transformational Brownfield Plan Preparation** – The reasonable cost of developing and preparing the Combined Transformational Brownfield Plan.

5.2.12 **Combined Transformational Brownfield Plan Implementation** – The reasonable cost of implementing the Combined Transformational Brownfield Plan.

5.3 **Local Only Eligible Activities**

Outline any costs related to eligible activities that will be reimbursed with local-only taxes.

6.0 TAX INCREMENT REVENUE ANALYSIS

6.1 **Captured Taxable Value and Tax Increment Revenue Estimates**

The estimated captured taxable value for this redevelopment by year and in aggregate should be depicted in Table 1. Identify whether all or a portion (a percentage) of the captured taxable value will be used. The initial taxable value and estimated current taxable value, by year and in aggregate, for each taxing jurisdiction should be depicted in Table 1. The estimated amount of deposits of excess tax increment revenues into the Authority's Local Brownfield Revolving Fund, by year and in aggregate, should be depicted in Table 1 and separately from the local tax increment revenues.

6.2 **Combined Plan Financing Method**

Describe how the eligible activities will be financed. Indicate the type of tax increment revenues to be captured and used (i.e., local, school, both). Identify costs incurred or to be incurred prior to Transformational Brownfield Plan approval that will be reimbursed with local tax increment revenues.

6.3 **Note or Bond Indebtedness**

Identify the maximum amount of a note or bonded indebtedness for eligible activities on the eligible property.

6.4 **Tax Increment Revenues Capture Period**

If tax increment financing is to be used to reimburse for eligible activities, identify the estimated plan length based on the estimated costs of the eligible activities, estimated tax increment revenues captured, and deposit to the Authority's Local Brownfield Revolving Fund, if applicable. Identify the beginning date (year) of capture, which cannot be later than 5 years following Transformational Brownfield Plan approval by resolution. Plan length cannot exceed 35 years from the date of the approval of the Transformational Brownfield Plan. Capture of tax increment revenues must begin within 5 years of Transformational Brownfield Plan approval and cannot extend beyond 30 years from the beginning date of capture.

6.5 Future Tax Revenues

Provide an estimate of the impact of property tax increment financing on the revenues of all taxing jurisdictions in which the eligible property is located. This should be illustrated in detail within Table 1.

7.0 RELOCATION

7.1 Current Residents and Displacement

List the estimates of the number of persons residing on each eligible property to which this plan applies, the number of families to be displaced and a demographic survey and information regarding housing in the community. Indicate if there are none and not applicable.

7.2 Displaced Persons Relocation Plan

Explain the plan for establishing priority for the relocation of persons displaced by implementation of this Plan.

7.3 Relocation Costs Provisions

Describe provision for the costs of relocating persons displaced by implementation of this Plan, and financial assistance and reimbursement of expenses, including litigation expenses and expenses incident to the transfer of title, in accordance with the standards and provisions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646.

7.4 Compliance with Michigan’s Relocation Assistance Law

Provide the strategy for compliance with 1972 PA 227, MCL 213.321 to 213.332.

8.0 DEVELOPMENT TEAM EXPERIENCE

Provide information on any relevant projects to document the development team’s experience. Identify specifically all projects that have previously received awards from the Michigan Economic Growth Authority (MEGA) or Michigan Strategic Fund (MSF).

9.0 ANTICIPATED TIMELINE (SELECT ANTICIPATED COMPLETION DATE OR DATE COMPLETED)

Please complete for each component or phase of the TBP

Component 1 – Address (add additional tables as necessary)			
	Season	Year	Completed
Zoning Approval			
Site Plan Approval			
Local Financial Contribution Final Approval			
Local Financial Contribution Final Approval			
Obtain Building Permits			
Part II of Historic Application Completed			
Property Acquisition			
Anticipated Commencement of Eligible Investment			
Close on Construction Financing			
Close on Permanent Financing			
Construction Commencement			
Project Completion			
Other			
Other			

10.0 ELIGIBLE ACTIVITY TABLE(S)

In the table(s) below, reflect the aforementioned proposed eligible activity categories and their sub-total costs, then itemize the individual activities within each category and their itemized costs.

EGLE and MSF allow up to a 15% contingency. The EGLE contingency is allowable only for department specific activities that have not yet been conducted. The MSF contingency is allowable only for new construction of buildings; restoration, alteration, renovation, or improvement of buildings; demolition; lead, asbestos, and mold abatement activities; infrastructure improvements; and site preparation/improvements.

According to 125.2663b(7)(b)(i) Authorities may capture up to \$30,000 of taxes levied for school operating purposes for preparation of Combined Brownfield Plans per project, which should be split between the agencies. According to 125.2663b(7)(b)(ii) Authorities may capture up to \$30,000 of taxes levied for school operating purposes for the implementation of Combined Brownfield Plans per project, which should be split between the agencies.

Property Tax Activities		
EGLE Eligible Activities Costs and Schedule		
EGLE Eligible Activities	Cost	Completion Season/Year
Department Specific Activities		
<i>Itemize Site Assessment and BEA Activities</i>		
<i>Itemize Pre-Demo, Hazardous Material, Lead, Mold, and Asbestos Surveys</i>		
<i>Itemize Due Care</i>		
<i>Itemize Response Activities</i>		
<i>Itemize Environmental Insurance</i>		
EGLE Eligible Activities Sub-Total		
Contingency (Indicate %)		
Interest (Indicate %)		
Combined Brownfield Plan Preparation		
Combined Brownfield Plan Implementation		
EGLE Eligible Activities Total Costs		

Property Tax and Transformational Brownfield Activities		
MSF Eligible Activities Costs and Schedule		
MSF Eligible Activities	Cost	Completion Season/Year
New Construction Sub-Total		
<i>Itemize Activities</i>		
Restoration, Alteration, Renovation, or Improvement of Buildings Sub-Total		
<i>Itemize Activities</i>		
Demolition Sub-Total		
<i>Itemize Demolition Activities</i>		
Lead, Asbestos, Mold Abatement Sub-Total		
<i>Itemize Abatement Activities</i>		
Infrastructure Improvements Sub-Total		
<i>Itemize Infrastructure Improvement Activities</i>		
Site Preparation/Improvements Sub-Total		
<i>Itemize Site Preparation Activities</i>		
MSF Eligible Activities Sub-Total		
Contingency (Indicate %)		
Combined Transformational Brownfield Plan Preparation		
Combined Transformational Brownfield Plan Implementation		
MSF Eligible Activities Total Costs		

Property Tax Activities		
Local-only Eligible Activities Costs and Schedule		
Eligible Activities	Cost	Completion Season/Year
Environmental Sub-Total		
<i>Itemize Environmental Activities</i>		
Non-Environmental Sub-Total		
<i>Itemize Non-Environmental Activities</i>		
Eligible Activities Sub-Total		
Contingency (Indicate %)		
Interest (Indicate %)		
Combined Transformational Brownfield Plan Preparation		
Combined Transformational Brownfield Plan Implementation		
BRA Administrative Fees		
Eligible Activities Total Costs		

SAMPLE TABLES

EGLE Eligible Activities Costs and Schedule		
EGLE Eligible Activities	Cost	Completion Season/Year
Department Specific Activities		
<i>Phase I ESA</i>	\$2,100	Summer 2017
<i>Phase II ESA</i>	\$15,000	Summer 2017
<i>BEA</i>	\$3,500	Summer 2017
<i>Hazardous Material Survey</i>	\$4,000	Summer 2017
<i>Lead, Mold, and Asbestos Survey</i>	\$2,600	Summer 2017
<i>Industrial Cleaning</i>	\$35,000	Summer 2017
<i>Gas Vapor Mitigation System</i>	\$90,000	Spring 2018
<i>Groundwater Treatment and Discharge to Storm Sewer</i>	\$11,000	Fall 2017
<i>Transportation and Disposal of Contaminated Soil</i>	\$260,000	Fall 2017
<i>UST Removal</i>	\$13,000	Summer 2017
<i>Dust Control During Construction Activities</i>	\$6,000	Spring 2018
EGLE Eligible Activities Sub-Total	\$442,200	
Contingency (Indicate 15%)	\$62,250	
Interest (Indicate 0%)		
Combined Transformational Brownfield Plan Preparation	\$25,000	
Combined Transformational Brownfield Plan Implementation	\$20,000	
EGLE Eligible Activities Total Costs	549,450	

MSF Eligible Activities Costs and Schedule Example		
MSF Eligible Activities	Cost	Completion Season/Year
New Construction Sub-Total		
<i>Building A Construction</i>	\$20,000,000	Fall 2020
Restoration, Alteration, Renovation, or Improvement of Buildings Sub-Total		
<i>Building B Renovation</i>	\$3,000,000	Fall 2019
<i>Building C Renovation</i>	\$7,000,000	Fall 2019
Demolition Sub-Total		
<i>Building Demolition</i>	\$50,000	Spring 2019
<i>Site Demolition</i>	\$30,000	Spring 2019
Asbestos Abatement Sub-Total		
<i>Asbestos Survey</i>	\$500	Spring 2019
<i>Asbestos & Hazardous Material Abatement</i>	\$12,000	Spring 2019
Infrastructure Improvements Sub-Total		
<i>Landscaping</i>	\$25,000	Spring 2019

<i>Curbs, gutters, sidewalks and approaches replacements</i>	\$75,000	Spring 2019
<i>Engineering design and professional fees for infrastructure</i>	\$20,000	Spring 2019
Site Preparation Sub-Total	\$18,000	
<i>Construction staking</i>	\$2,000	Summer 2019
<i>Grading</i>	\$13,000	Summer 2019
<i>Civil design and engineering for site prep</i>	\$3,000	Summer 2019
MSF Eligible Activities Subtotal	\$30,230,500	
Contingency (Indicate 15%)	\$4,534,575	
Combined Transformational Brownfield Plan Preparation	\$5,000	Fall 2015
Combined Transformational Brownfield Plan Implementation	\$5,000	Ongoing
MSF Eligible Activities Total Costs	\$34,775,075	

EXHIBITS

FIGURES

- Figure 1 Scaled Property Location Map – a Google (or similar) map of the surrounding area or general vicinity.
- Figure 2 Legal Description and Eligible Property Map(s) – A parcel map or survey clearly depicting property lines and dimensions (include parcel number and address). Preferably an American Land Title Association (ALTA) Survey.
- Figure 3 Description of Personal Property that is part of the Eligible Property
- Figure 4 Proposed Environmental Sampling Location Map, if applicable
- Figure 5 Known Extent of Vertical and Horizontal Contamination Map, if applicable
- Figure 6 Color Site Photographs – include "before" photographs depicting the current conditions of the eligible property. Digital photographs may be requested by the reviewing agency. Photographs of the property after redevelopment may also be requested.
- Figure 7 Infrastructure Improvements Map(s), if applicable
- Figure 8 Site Preparation/Improvements Map(s), if applicable
- Figure 9 Redevelopment Project Renderings(s)
- Figure 10 Engineering Site Plan(s) or Site Plan(s) - illustrating the proposed future use and locations of buildings and site improvements.

TABLES

- Table 1 [TIF Table](#) (Property Tax Capture/Reimbursement Schedule) - containing EGLE and/or MSF eligible activities, must clearly identify the following information:
- All of the local and state millage rates listed separately in detail.
 - The methodology for calculating the local-only tax capture portion (local-only eligible activities and administrative/operating costs of the BRA) to ensure the local-only portion has not been included in the shared state-to-local tax capture calculations.
 - Any other information requested at the discretion of EGLE.
 - Any other information requested at the discretion of the MEDC for approval by the MSF.
 - Any tax abatements, other TIF districts, renaissance zones, etc. that may impact the tax capture.
 - The TIF Table template is ***required*** when State school capture is requested. The template can be found [here](#) (miplace.org).
 - *Note: After the MSF Board approves the Combined Transformational Brownfield Plan, if there is any change in millage that increases the captured percentage of school operating taxes by more than five percent, the MSF Board must approve the change prior to the collection of any school operating taxes.*

Table 2	Construction Period Sales Tax and Use Tax Exemption Schedule
Table 3	Construction Period Tax Capture Revenue and Withholding Schedule
Table 4	Withholding Tax Capture Revenue Schedule (Post-Construction)
Table 5	Income Tax Capture Revenue Schedule (Post-Construction)
Table 6	Sales and Use Tax Capture Revenue Schedule (Post-Construction)
Table 7	Safe Harbor Projections and Calculations

ATTACHMENTS

Attachment A	Combined Transformational Brownfield Plan Resolution(s)
Attachment B	Interlocal or Other Agreements, if applicable
Attachment C	Declaration of Dangerous Building, if applicable
Attachment D	Declaration/Resolution of Blighted Condition, if applicable
Attachment E	Signed Affidavit for Functional Obsolescence, if applicable
Attachment F	Documentation of Historic Resource, if applicable
Attachment G	BEA Acknowledgement Letter, if applicable
Attachment H	Local Resolution Abolishing Prior Brownfield Plan(s) (if applicable)