



**City of Farmington Hills
Brownfield Redevelopment Authority Grant
Application**

Contact: Cristia Brockway
Economic Development Director
cbrockway@fhgov.com | 248-871-2506

This application form must be completed by the applicant to initiate the Brownfield grant process by the City of Farmington Hills Brownfield Redevelopment Authority. The completed application and supporting materials must be submitted to the City of Farmington Hills at 31555 W Eleven Mile Road, Farmington Hills, MI 48336, or by email to cbrockway@fhgov.com. For more information, assistance completing the application form, or to submit a completed application electronically, please contact Cristia Brockway.

Before submitting a project application, please make sure all items on the checklist below are included. The Project Application will not be reviewed until all items are completed. Incomplete applications will not be considered.

ELIGIBILITY

The grant dollars will be used to further the purpose of the Brownfield Program, which is to facilitate the redevelopment of previously developed sites classified as a "facility", historic resource, functionally obsolete or blighted, or as otherwise eligible, as defined by PA 381 of 1996, as amended (Act 381).

GRANT AWARD CRITERIA

The following factors may be considered in determining any grant award:

1. The project provides a benefit to the City or region by creating or improving recreational, tourism, or educational opportunities; supporting or improving governmental operations; removing blight; redeveloping brownfields; redeveloping and/or repurposing economically inefficient buildings; providing affordable or workforce housing; or providing other social support and public services.
2. The host community government provides a resolution of support.
3. Funding or funding commitments sufficient to complete the project are available.

PROJECT APPLICATION CHECKLIST

Ownership Documentation

- If the project applicant does not own the property, please attach documentation to adequately demonstrate authorization to proceed with development planning such as a notarized letter/Letter of Interest, or;
- Attach a copy of current title commitment and proof of ownership.
- Attach a copy of support documentation, or rejection, from other entities in which the developer requested financial backing through use of grant dollars or other awards.

Site Plan

- Attach a copy of proposed preliminary site development or concept plans to illustrate how the proposed redevelopment and land uses will be situated on the subject property, and documenting access to all necessary utilities and infrastructure.
- Attach copies of the site and its current conditions in which the applicant wishes to improve.

Environmental Work Completed

- Attach or otherwise provide access to environmental reports sufficient to document brownfield eligibility, such as Facility Status, site history, building obsolescence, and current site conditions (i.e. Phase I, Phase II, BEA, etc.)

Active Permits

- Attach any information or supporting documentation on active City, County, or State permits for the property, if applicable.
- Attach any information or supporting documentation on any City, County, or State permits not yet pulled, if applicable.

Assessor's Note

- For obsolete properties/projects only, provide the signed City Assessor's note stating the building's obsolescence with a signed date within the last three months.

City Engineering

- Attached description of required infrastructure improvements for project viability as described by the City Engineer, if applicable.



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Applicant Information

Project Name:	
Applicant Name:	
Business Name (if different from applicant):	
Contact Person:	Email:
Street Address:	Office Phone:
City/State/Zip:	Cell Phone:
Applicant EIN/TIN:	Fax:

Property Information

Project Address:
Parcel ID Number(s):
Legal Description:
Current Parcel Zoning:
Current Building Use:
Property Acreage:
Year Building was Constructed:
Number of Existing Tenants, if applicable:

Describe the condition of the property/current building:

Known or Suspected Environmental Contamination Concerns

- Attach environmental reports sufficient to document brownfield eligibility, such as Facility statue, site history, Assessor’s Statement of building obsolescence, and current site conditions (i.e. Phase I, Phase II, BEA, etc.)

Eligible activities and Projected Costs

- Attach copy of Eligible Activity Table
- Provide information on any additional funds and incentives outside the City that the applicant is either actively pursuing or has been awarded. (e.g. MEDC, MSHDA, private grants, etc.).
- Attach additional pages if needed and supporting documentation or reports, if available.

Projected Private Investment in Redevelopment

Anticipated Job Creation or Retention Impacts

Is the applicant/business involved in any claim or lawsuit?	Yes	No
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Are there any other taxes not currently paid or in dispute?	Yes	No
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Are there any ordinance violations currently not paid or in dispute?	Yes	No
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Will your project require ordinance request(s) outside of the parcel’s current zoning? <i>(Note: if you answered “yes”, the applicant must meet with the Planning, Engineering, and Economic Development Departments prior to submitting this application if they have not done so already.)</i>	Yes	No
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Has the applicant or project manager met with the City Engineering Department to assure the existing infrastructure meets project requirements?	Yes	No
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If the applicant or project manager has met with the City Engineering Department and the existing infrastructure *does not* meet project requirements, please attach a description of the recommended requirements/needs provided by the City Engineering Department. Attached N/A

Has the applicant or business ever been suspended or debarred, declared bankruptcy commenced a proceeding under any bankruptcy law or had a judgement rendered against it? Yes No

Is the applicant in any active litigation(s) with, or against, the City of Farmington Hills? Yes No

Is any collateral currently pledged to other creditors? Yes No

If you answered "yes" to any question(s), please explain (attach additional pages as necessary):

Does the project need to be located in a City with "Core Community" status as described in Act 381? If yes, please describe why. Yes No

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AUTHORIZED SIGNATURE

The undersigned hereby certifies that all information provided to the City of Farmington Hills Brownfield Redevelopment Authority (BRA) herein and furnished with this application is and will be true, accurate, complete, and fairly presents the financial condition of the undersigned. By signing below, the undersigned agree that the project will be for the purpose or requesting consideration for the grant of certain eligible activities identified in the application and in accordance with the BRA Requirements. It is understood that the BRA will rely on the information provided herein in making its decision. The BRA is authorized to make all inquiries it deems necessary to ratify the accuracy of the information herein made, or in its discretion, to further determine the undersigned's ability to perform the proposed project. The BRA is hereby authorized to answer any questions from third parties concerning the undersigned's experience with the BRA.

AUTHROIZED SIGNATURE

TITLE

DATE

AUTHORIZED SIGNATURE

TITLE

DATE