

Michigan Site Readiness Vetted Sites Criteria

Vetted Sites Criteria Definition: site is confirmed as available for sale and development, has appropriate planning/zoning, boundary survey, clear title, environmental conditions, soil conditions, and infrastructure in place or engineer-planned (cost & timeline). Site is listed on ZoomProspector. a site profile or spec sheet is available, including a site map/diagram containing (at a minimum): site name & address, site boundaries, surrounding road names, north arrow and a distance scale.

Description of Vetted Sites Criteria:

- **Site Available for Sale:** Site is confirmed as available for sale and development by local economic development partner. Prospective companies and consultants will typically view the strongest form of availability as a site being owned by the local community, economic development organization or other development partner that is promoting the site for development. When this is not possible, a land option secured by the community or economic development partner would be viewed favorably. A letter of intent to sell for economic development purposes from the landowner is acceptable; however, may be viewed with a lower level of certainty by companies and consultants.
- **Planning/Zoning:** Site must be zoned to accommodate the development use for which it is being marketed. For example, if a site is being marketed for industrial projects, the zoning must be light, general or heavy industrial, or another designation that permits at least light industrial uses.
- **Boundary Survey:** Boundary survey or other reliable diagram showing site boundaries (including any easements if known) and dimensions must be available for preliminary planning purposes.
- **Clear Title:** owner or local economic development partner must be able to reasonably demonstrate that property is clear of liens or other items that would be impediments to a timely sale of the property.
- **Environmental Conditions:** While a current or past environmental assessment is helpful, it is not required. In the absence of an environmental assessment, the owner and local economic development partner must be able to provide information on historical uses on the property to allow a company or consultant to preliminarily weigh the probability of environmental risks.
- **Soil Conditions:** A geotechnical report on the site's soil conditions is helpful, but is not required for the purposes of marketing a site. In the absence of a geotechnical report, the owner and local economic developer must be able to articulate the types of surface and subsurface soils that are predominant on the site or surrounding area.
- **Infrastructure:** Water, sewer, electric, natural gas, telecommunications/fiber, and all-season roads (and rail if site being marketed as rail served) must be available at the boundaries of the sites to be promoted as shovel-ready. If a site does not have all infrastructure to the boundaries, it must have a mitigation plan that includes a description of the required improvement, cost estimate and timeline to extend the infrastructure to the

MICHIGAN ECONOMIC DEVELOPMENT CORPORATION

site. Following is an example for a site that does not have municipal water service adjacent to the site: *1,000 lineal feet of 12" water main can be extended to serve the site.*

- *The City of ABC estimates the cost to be \$150,000. The water extension can be designed and constructed within six months after receiving a written commitment for new development. Funding sources and commitments will be negotiable depending on the development project.*

For sites requiring large infrastructure expansion, a proposed preliminary funding plan must also be completed identifying potential sources, including the local community's willingness to consider tax increment financing and/or bond financing, along with other potential local, state, federal programs.

- **Site Listing on ZoomProspector:** MEDC utilizes ZoomProspector to promote sites and search for available sites during company or consultant site searches. Sites must be loaded and maintained on ZoomProspector by the owner or local economic development organization.
- **Site Information:** A site profile or spec sheet must be completed and must include a site map/diagram containing (at a minimum): site name & address, site boundaries, surrounding road names, north arrow and a distance scale. Inclusion of topographical contour lines and location and size of utilities on the map is preferred but not required to promote the site. **It is also highly recommended that the profile include 5-digit NAICS codes for up to five industry targets for the site.**
- **Talent Profile:** A regional talent profile (less than one year old) should be completed and available in the site database.
- **Community Readiness:** Communities must demonstrate readiness for development projects by responding to Requests for Information for site searches in the required timeline and by providing complete and accurate information. Local economic development and community representatives must be familiar with the site and site information prior to conducting site visits. Local governmental units are encouraged to participate in MEDC's Redevelopment Ready Communities (RRC) program to improve readiness for future project success.