

**Gourdie/Fraser  
& Associates, Inc.**

**Consulting**  
Engineers  
Surveyors  
Planners

124 West State St.  
P.O. Box 927  
Traverse City, MI  
49685-0927



**ENGINEERING STUDY UPDATE**

**FOR**

**BOARDMAN LAKE AVENUE**

**PREPARED FOR**

**CITY OF TRAVERSE CITY**

**BY**

**GOURDIE/FRASER & ASSOCIATES, INC.**

**JULY 1998**

**- PRELIMINARY -**

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## I. SUMMARY

### Introduction

For years, the City of Traverse City has realized the need to relieve traffic congesting along the Cass and Union Street corridors. It has been the vision to return these roads to typical neighborhood roadways, thereby eliminating the negative impact the current traffic loads have on the surrounding area. There has also historically been an increasing need to provide good north/south access to the downtown area. With the recent study of a proposed bypass to the south, the need to re-evaluate these issues has been magnified.

In 1994 Gourdie/Fraser & Associates, Inc. (GFA) completed an engineering study for a new roadway along the west side of Boardman Lake. This is an update to that 1994 study. The new roadway was proposed to run from the south city limit line north to the Cass Street/Lake Street intersection.

This update reviews and incorporates the following items:

1. River's Edge Development (north-end connection).
2. Eighth Street improvements.
3. Current traffic counts.
4. Applicable traffic calming measures.
5. Revised cost estimates.
6. Regional rail issues.
7. Review funding alternatives.
8. Potential Brownfield redevelopment site(s).

As in the original report, we will break the project into 3 segments:

1. The main corridor.
2. The north end connection.
3. The South Cass Street Termination.

Each of these segments are reviewed in section II.

## Recommendation

The recommended cross-section for the proposed Boardman Lake Avenue is the same as the original study, a two-lane boulevard with 12-foot lanes and paved shoulders (See Figure II). This cross section, with limited access, will provide for a roadway which is capable of carrying the proposed 18,000 vehicles per day ADT projection at a suggested speed limit of 35 mph. The cross-section will provide a low level of service initially under the expected traffic loads. The cross section provides for easy expansion to a four lane boulevard in the future as traffic loads increase or need for an increased level of service is required.

The recommended route for the roadway (See Figure I) parallels the existing railroad tracks. This provides for adequate lateral distance to relocate tracks (if needed) as a part of the overall project. Access to this road would be provided at Eighth Street, Fourteenth Street and Seventeenth Street. The limited access will provide for an increased level of service over a typical multi-access roadway.

The updated cost for the entire project is approximately \$3,150,000 with rail relocation shown in Figure I. The cost for the project with rail abandonment through the corridor is updated to an estimated cost of \$1,920,000. An updated cost breakdown is provided for under section IV of this study. It is still our recommendation to phase the project until the rail issue can be settled on a regional basis since this directly affects the final alignment as well as the overall project cost.

As discussed in the original study, there exists environmental contamination on a portion of the proposed Boardman Lake Avenue corridor. The main area of contamination is on the MDOT Boardman Yard property. The Cone Drive property which is a site near the proposed roadway is also contaminated.

The City should review this issue more thoroughly to determine if funding is available through the Brownfield Redevelopment program. This funding program was successful for the River's Edge development.

## II. REVIEW AND EVALUATION OF ALTERNATIVES

### A. The Main Corridor

The main corridor section starts at the south city limit line and extends to Eighth Street. The recommended alignment follows the west side of the existing railroad right of way and requires relocation/abandonment of the railroad track along its entire length. The rail relocation is required to minimize the number of road/rail crossings in the proposed layout (See Figure I).

#### 1. Cross Section

The recommended cross section is a boulevard with single traffic lanes in each direction with turn lanes at 14th and 17th Streets. The proposed roadway would be projected to initially carry 18,000 vehicles per day. The traffic could adequately be handled by a two lane boulevard section initially (See Figure II). The roadway section should be designed to be easily expandable to a four lane boulevard (two lanes in each direction) as traffic flows increase and demand a better level of service.

#### 2. Posted Speed Limit

Speed limits should be posted at 35 MPH which the alignment will be designed to accommodate. This will further encourage the through traffic to utilize the proposed roadway promoting a reduced traffic load on Cass and Union Streets.

#### 3. Railroad Concerns

The preferred roadway alignment follows the west side of the existing railroad right of way. This preferred alignment would require either elimination of or relocation of the existing railroad tracks. The current status of this rail line is that it services a route between Bates and Grawn (Cherry growers). The main users are at each end of this rail line with other minor users along the route. The Grand Traverse Region in general is trying to formulate a consensus in regards to the regional rail issue. There currently exists a movement to eliminate the tracks on the east side of Boardman Lake which would leave tracks on the west side of the lake as the only link between current users. We have had several conversations with Deb Brown who is the head of operations at the MDOT UBTRAN Freight Department. MDOT regulates these rail right-of-ways and is

currently looking to the community for a consensus of opinion on this issue prior to making any decision on elimination of existing rails on either side of the river.

The recommended route is based on removing the tracks on the west side of Boardman Lake. If the tracks are to remain, which they more than likely will in the short term of 5-10 years, then it creates some economic, environmental and safety concerns that needed addressing as outlined in the original study done in 1994. These concerns are listed below:

a. Economically: Retaining the railroad tracks creates cost in the following areas:

- Relocating the tracks to the east side of the rail right of way for approximately 5,500 LF along the length of the project.

Estimated Cost	\$467,500
----------------	-----------

- Construction of a retaining wall will be required just south of Sixteenth Street. The magnitude of this retaining wall varies depending on several criteria including:

- Final road cross section.
- Setback required from rail to road.
- Soil conditions.
- Environmental constraints.

Assumptions were made to come to an estimated cost for this retaining wall including:

- Provide for a two lane boulevard roadway expandable to four lane.
- Provide minimum of 30' setback from rails to road.
- Soil conditions are acceptable to construction of a closed cell sheet pile retaining wall.
- Environmental concerns will allow construction if lakeshore is not encroached upon.

35' High Closed Cell Retaining Wall Estimated Cost	\$448,000
---	-----------

- The rails that currently existing just north and south of Fourteenth Street can be eliminated or relocated to a location with less impact to the road project.

(If Relocated) Estimated Cost \$33,600

- The large amount of cut/fill earthwork required near the south end of the project is directly attributed to the necessity of maintaining both the tracks and the proposed roadway in this corridor. This cut/fill earthwork required could be greatly reduced if the tracks were eliminated on the south end of the corridor.

Additional Earthwork Estimated Cost \$280,000

Total Estimated Cost Attributable to maintaining active rails within the corridor.

\$1,229,100

As can be seen from the estimates above, retaining of the railroad tracks within this right of way generates considerable, additional cost to this project. However, the majority of this cost is generated in the section south of Fourteenth Street. Because of the above costs, we recommend phasing of the road project. This avoids most of the rail related cost until a regional consensus is developed on the rail issue.

Phasing would allow the project to proceed with the north end (north of Fourteenth Street) first thereby incurring only a portion (\$230,000 +/-) of the track relocation cost at this time: this would act to minimize any rail related additional cost to the project until such time that a better directive is available on the rail issue region wide.

- b. Environmental concerns generated by retaining or relocating the existing rails include the required retaining wall adjacent to the lake which will require an P.A. 346/203 permit application. Also, the cut/fill area on the south end creates some concern in that it will eliminate vegetation cover along the lake shore in that segment.

- c. Safety concerns created by the rails and roadway being contained within the same corridor include the crossing required to access the lake properties. The separation required between the proposed road and rails will vary dependant upon final profiles and physical constraints. However, for this study we have maintained a minimum separation of 30' between edge of shoulder and track centerline. The final bikepath location will also be affected by maintaining the rails.

4. Limited Access

We recommend to limit access to the proposed roadway. Limiting of the access to the roadway will enhance its vehicle carrying capability and safety. It is suggested that an access be allowed at the following locations starting at the south end.

a. Seventeenth Street

A potential access is recommended to Seventeenth Street. This allows direct access to the existing businesses on the south end of the project. There was concern that this may act as a short-cut, routing traffic through the southern residential districts. Placement of a traffic diverter at the Cass/Seventeenth intersection would eliminate this concern while providing direct access to the commercial businesses.

b. Fourteenth Street

The connection with Fourteenth Street would be designed as a major intersection (See Figure III). The intersection would require a traffic signal and have turn lanes and pavement markings to facilitate turning movements. Access to Cone Drive Gear is proposed from Fourteenth Street. Access to Cone Drive needs to be evaluated from the proposed roadway and also at the preliminary design stage dependent upon final road alignment and other criteria that will be better suited to evaluation at that time.

This intersection will require purchase of an existing business and parcel located south of the existing Fourteenth Street R.O.W.

Access to the properties adjacent to the lake can be provided by a service drive whose entrance will be located at the east side of the

intersection with Fourteenth Street as shown in Figure III.

c. Eighth Street

This will require another major intersection layout to facilitate traffic movements. This intersection provides an opportunity to review a new type of intersection called a round-a-bout. This type of design has been very popular in Europe for many years and is gaining popularity here in the U.S. The design resembles a traffic circle, but with more precise geometrics. Initial review of this type of intersection indicates a 150' diameter round-a-bout would handle the proposed traffic volumes. This would require additional easement near the Eighth Street and Lake Avenue intersection. Figure IV shows a preliminary layout of this type of intersection. A more complete review of this type of intersection is recommended.

There are still only three access points proposed for the new road alignment. Consideration needs to be given to a future road extension to an east/west connection following the existing railroad route across the Boardman River and on to the east side of the lake. This can be addressed during the design stages dependent upon the need at that time.

d. Consideration of the potential development of the area east of the corridor (next to the lake) will need to be considered once a more defined direction is presented for that property. Additional access points may be required dependant upon plans for this area.

B. The North End Connection

We have met with the developers of River's Edge regarding the proposed roadway. They have expressed concern with the north end connection in the original 1994 study. In the original study, the proposed road extends past Eighth Street northwest on Lake Avenue and connects with Cass Street. The future (east) phase of the River's Edge development no longer makes this a viable alternative. With the River's Edge development of the Iron Works property, the terminus of the proposed road on the north end of the project becomes the intersection with Eighth Street. This connection will have a large impact on the effectiveness of the new road.

Cost estimates for the north end intersection are included in Section IV.

C. South Cass Street Termination

The existing businesses located near the Seventeenth Street and Cass Street Intersection need to have easy access maintained to a city arterial. The Cass Street (south) termination recommended in the 1994 study is still applicable in this update

We recommend the #2S alternative. Cost for the work required under the 2S alternative on the south end is estimated at approximately \$93,100 and is included in the overall cost estimate (See Section IV).

### III. TRAFFIC COUNT DATA AND DISCUSSION

Current Traffic Count Data was researched and reviewed as part of this update. Traffic Counts were made available to us by the City Engineering Department and are incorporated into this report in Appendix "A".

We updated traffic counts for the streets that will be effected by the proposed Boardman Lake Avenue. These streets included Cass, Union, Fourteenth, Eighth and Lake Avenue at various locations. All counts available were for through traffic on the streets. Turning movement counts were not currently available for any intersections. We recommend the City obtain 8-hour and peak-hour turning movement counts to supplement the usefulness of the data. This information will also be useful to update signal timing.

We have assembled a table of updated traffic counts for these streets for reference and to assist in providing projection for future traffic counts.

The updated traffic information indicates some changes.

1. It appears traffic on Cass Street traveling both north and south of the Eighth Street intersection has decreased. Traffic south of Eighth Street has decreased by almost 31%.
2. Traffic on Union Street has almost doubled south of the Eighth Street intersection, but decreased north of the same intersection. Traffic south of Fourteenth Street has increased.
3. Traffic on Eighth Street has decreased west of Cass Street, but increased east of Cass Street.

From this data it can be concluded that traffic on Union Street heading south has increased the most since the original study and traffic in the vicinity of Cass and Eighth Streets seems to be fluctuating (increasing in some directions, but decreasing in others).

By assembling and analyzing the updated Traffic Count Data we were able to update the estimated turning movements at the intersections within the study area. We have assembled intersection schematics on the Traffic Count Map (see Figure V) that indicate our findings.

In regards to the new roadway, due to the increased traffic on Union Street traveling south, we are recommending an ADT of 18,000 vehicles per day initially north of 14th Street and 14,000 vehicles per day south of 14th Street, based on updated data. Future projections will vary dependent upon:

- 1) Whether connection is improved to east side of the lake.
- 2) Future by-pass to the south and what is provided for connection to downtown Traverse City Access.
- 3) Development of vacant industrial land adjacent to roadway.

The recommended section would most likely be at capacity as soon as it is constructed. It is recommended that adequate space be provided for in the road cross-section design to allow for future expansion to adequately handle potential increases in traffic flow as they develop.

Table III-1

Two-Way Average Daily Traffic (Vehicles per Day)			
Location	1994 Study	Current Data	Change
Cass St. (N. Of 8th)	9,800	9,699	-1.03%
Cass St. (S. Of 8th)	15,330	10,580	-30.98%
Cass St. (S. Of 14th)	11,200	14,514	29.59%
Union St. (N. Of 8th)	10,000	9,469	-5.31%
Union St. (S. Of 8th)	7,400	14,220	92.16%
Union St. (S. Of 14th)	1,900	3,049	60.47%
14th St. (E. Of US-31)	19,100	26,002	36.14%
14th St. (W. Of Union)	17,000	17,715	4.21%
8th St. (E. Of Boardman)	24,120	29,609	22.76%
8th St. (E. Of Cass)	19,000	25,727	35.41%
8th St. (W. Of Cass)	17,000	11,737	-30.96%
Lake Ave. (E. Of Cass)		3,074	
Lake Ave. (E. Of Union)	3,600	2,727	-24.25%
7th St. (W. Of Union), (Westbound only)	1,500	2,214	47.60%

IV. COST ESTIMATES

We have prepared updated cost estimates for each type of cross section in a format that provides for easy review dependent upon the outcome of the rail issue.

Each of the cross-sections reviewed have a lineal footage cost. The various intersection areas cost will remain constant with any of the cross-sections used since they will be designed for a full range of turning movements in all cases.

We have assembled a table showing updated lineal footage cost of several roadway cross section alternatives (Table IV-1).

The lineal foot cost provided are used for inserting into the overall cost estimate as a unit price for that typical section. Additional cost such as rail relocation, retaining walls, intersections, signalization, landscaping, water management procedures, lighting, etc. are then included in the overall cost estimate as additional items.

**TABLE IV-1  
LINEAL FOOT  
UPDATED COST ESTIMATES FOR  
VARIOUS ROADWAY CROSS-SECTIONS  
(See Appendix C)**

I)	Two Lane Road w/Paved Shoulder and Open Ditches	\$ 74.00/Ft.	
II)	Two Lane Boulevard w/Paved Shoulder and Open Ditches (one lane each direction)	\$ 90.00/Ft.	(Recommended Alternative)
III)	Four Lane Roadway w/Paved Shoulder and Open Ditches	\$125.00/Ft.	
IV)	Four Lane Roadway w/o Shoulders and with Curb & Gutter & Storm Sewer	\$156.00/Ft.	
V)	Four Lane Boulevard w/Paved Shoulder and Open Ditches	\$130.00/Ft.	

Notes (Table IV-1):

- 1) These costs do include sub-base cost.
- 2) These costs assume minimal earthwork cost of \$15.00/Ft.
- 3) Curb, gutter & storm sewer add approximate \$60.00/Ft. to integral section and approximately \$84.00/Ft. to a boulevard section.
- 4) Right-of-way cost is not included in these lineal foot costs.
- 5) Rail relocation cost not included in these lineal foot costs.
- 6) Bike path, sidewalk or street scaping not included in these lineal foot costs.
- 7) Stormwater management measures are included in these lineal foot costs.

**TABLE IV-2**

**UPDATED COST ESTIMATE FOR BOARDMAN LAKE AVENUE**

**Recommended Alternative  
(Two Lane Boulevard, Open Ditches)**

Note - This Cost Estimate is broken down into various segments I thru V starting at the North End and progressing south.

**I. Intersection with Eight Street and Boardman Lake Avenue**

<u>DESCRIPTION</u>	<u>EST QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
a) Demolition	1 LS ✓	20,000.00	20,000.00
b) Traffic Maint.	1 LS ✓	3,360.00	3,360.00
c) Right of Way	1 LS ✓	15,000.00	15,000.00
d) Earthwork ✓	1 LS ✓	15,000.00	15,000.00
e) Curb & Gutter	1500 LF ✓	13.00	19,500.00
f) Storm Sewer	1000 LF ✓	30.00	30,000.00
g) Catch Basin	10 EA ✓	1200.00	12,000.00
h) Adjust Utilities	1 LS ✓	5000.00	5,000.00
i) Sub-Base	2000 CY ✓	6.00	12,000.00
j) Aggregate	750 CY ✓	18.00	13,500.00
k) Bituminous Surfacing	1000 TON ✓	35.00	35,000.00
l) Sidewalks	10000 SF ✓	3.00	30,000.00
m) Pavement Marking	1 LS ✓	2,500.00	2,500.00
n) Restoration	1 LS ✓	5,000.00	5,000.00
Subtotal North End Intersection			<u>217,860.00</u>

## II. Eighth St to 14th St

<u>DESCRIPTION</u>	<u>EST QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
a) Two Lane Blvd. w/Open Ditches	2800 LF	90.00 ✓	252,000.00
b) Stormwater Mgt. Practices	1 LS	17,000.00 ✓	17,000.00
c) Rail Relocation	.53 Miles	448,000.00 ✓	237,440.00
d) Demolition & Cleanup	1 LS	34,000.00 ✓	34,000.00
e) Pedestrian Crossing	80 LF	1,450.00 ✓	112,000.00
f) Pedestrian Pathway	2800 LF	12.00 ✓	33,600.00
Subtotal Main Corridor Eighth St to 14TH St			<u>686,040.00</u>

## III. 14th St. Intersection

<u>DESCRIPTION</u>	<u>EST QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
a) Demolition	1 LS	12,000.00	12,000.00 ✓
b) Traffic Maint.	1 LS	2,300.00	2,300.00 ✓
c) Earthwork ✓	1 LS	12,000.00	12,000.00 ✓
d) Curb & Gutter .	2000 LF	13.00	26,000.00
e) Storm Sewer .	1700 LF	30.00	51,000.00
f) Catch Basin .	8 EA	1200.00	9,600.00
g) Adjust Utilities .	1 LS	8000.00	8,000.00
h) Sub-Base	2800 CY	6.00	16,800.00
i) Aggregate	900 CY	18.00	16,200.00
j) Bituminous Surfacing	1300 TON	35.00	45,500.00
k) Sidewalks	7000 SF	3.00	21,000.00
l) Signalization	1 LS	15,000.00	15,000.00 ✓
m) Pavement Marking	1 LS	2,500.00	2,500.00 ✓
n) Restoration	1 LS	8,000.00	8,000.00 ✓
Subtotal 14TH St Intersection			<u>\$ 245,900.00</u>

*Handwritten notes:*  
 A bracket groups items d) through g) with a handwritten note "94,600".  
 A bracket groups items h) through k) with a handwritten note "99,500".

**IV. Boardman Lake Avenue 14th St. to South Connection**

<u>DESCRIPTION</u>	<u>EST QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
a) Two Lane Blvd. w/Open Ditches	3100 LF	90.00	279,000.00 ✓
b) Stormwater Mgt. Practices	1 LS	23,000.00 ✓	23,000.00 ✓
c) Pedestrian Pathway	3100 LF	13.00	40,300.00
d) Demolition & Cleanup	1 LS	12,000.00 ✓	12,000.00 ✓
e) Rail Relocation			
1) remove/replace tracks	.51 mile	448,000.00	228,480.00 ✓
2) construct retaining wall	40,000.00 SF	15.00	600,000.00 ✓
Subtotal Boardman Lake Ave from 14TH to S. Connection			<u>1,182,780.00</u>

**V. South End (Recommended Alternative 2S)**

<u>DESCRIPTION</u>	<u>EST QUANTITY</u>	<u>UNIT PRICE</u>	<u>TOTAL PRICE</u>
a) Curb & Gutter	300 LF	13.00	3,900.00 ✓
b) Bituminous Surfacing	1000 TON	35.00	35,000.00
c) Aggregate	500 CY	18.00	9,000.00 } EW ✓
d) Sub-Base	1500 CY	6.00	9,000.00
e) Traffic Diverter Island	1 LS	5,000.00	5,000.00
f) Storm Sewer	800 LF	30.00	24,000.00
g) Catch Basins	6 EA	1,200.00	7,200.00 } 36,200 ✓
Subtotal Boardman Lake Ave. South End Alternative 35			<u>93,100.00</u>

## VI. Summary of Cost

Construction Cost Estimated Subtotal for entire recommended Route & Section w/rail Relocation.	\$ 2,425,180.00
10% Contingencies	\$ 242,518.00
Design engineering	\$ 214,000.00
Construction Engineering, Surveying & Testing	\$ 260,000.00
MDOT Right of Way Acquisition Cost	Not Included
Parcel Cost for Preferred 14th Street Intersection	<u>Not Included</u>
TOTAL ESTIMATED PROJECT COST W/RAIL RELOCATION	\$ 3,141,698.00
Use	<u>\$ 3,150,000.00</u>
TOTAL ESTIMATED COST W/RAIL ABANDONMENT	<u>\$ 1,912,598.00</u>
Use	<u>\$ 1,920,000.00</u>

## V. AVAILABLE FUNDING ALTERNATIVES

The purpose of this section is to review the potential financing programs for this project. The estimated probable costs are discussed in the previous section with the final project cost relying on the overall scope of the project in regards to length, rail issues, etc. For the purpose of discussion within this section we will use the total estimated cost figure of \$3,141,698 discussed in the previous section.

### A. Special Assessment Bonds

Special Assessment Bonds are often used to fund projects which benefit a select group of individuals within a designated area. The bonds are retired by the individuals within the special assessment district either as a revenue or tax basis. This type of bonding is effective when the adjoining landowners have a vested interest in the project and assessments are based upon the front footage each land owner has along the road or utility route.

This type of funding does not apply well to the Boardman Lake Avenue project since it is being constructed to benefit the general public. In summary, it is impractical to consider Special Assessment bonds for financing of this project.

### B. Transportation Economic Development Funds (TEDF)

Enacted in 1987, The Transportation Economic Development Funds (TEDF) was created to assist in funding highway, road, and street projects necessary to promote economic growth. The fund is administered through the Office of Economic Development.

The types of projects eligible for TEDF assistance are:

- Category "A": Road projects related to economic development and re-development opportunities.
- Category "C": Reduction of traffic in urban counties.
- Category "D": Road improvements in rural counties to create an all-season road network.
- Category "E": Construction or reconstruction of roads essential to the development of commercial forest in Michigan.
- Category "F": Road and street improvements in cities in rural counties.

The most applicable category to this project is category "A" Funding. If this project can be coordinated with creation of jobs for the area, then pursuing this category "A" financing assistance would be viable.

The development of the TCIW parcel, the expansion of Cone Drive Gear or similar job creating projects would enhance the acceptability of a TDEF category "A" funds grants application. Improvement of category "A" funding requires a 20% local match of financing of the projects.

Current regulations allow for right-of-way acquisition cost and/or engineering cost to be credited towards the required 20% local match. Refer to appendix "B" for further information on the TEDF funding program.

C. Federal Aid Funds

1. State Transportation Plan (ISTEA) Funds

The city is currently a member of a Task Force which determines to which projects the available Federal Funding will be allotted to. Currently this Boardman Lake Avenue project is not included in a State Transportation Improvement Plan (STIP) Listing for projects planned for this Task Force Area.

Inclusion of this project into the plan would require a revision to the existing STIP for this area. However, only certain monies are appropriated to this task force area and for the Boardman Lake Avenue Project to be financed, other projects would be delayed. This is a decision that will need to be made by the city and the regional task force.

2. Enhancement Project Funds

These funds are set aside for certain transportation enhancement improvements including scenic turnouts, bike paths, stormwater mitigation, etc. These funds may be able to be utilized in part to finance certain portions of the project including:

- a. Pedestrian bike path that parallels the road along the lake.
- b. Pedestrian crossing of proposed roadway.

- c. Stormwater mitigation measures put in place within the project.
- d. Aesthetic concerns of the project including turnouts, roadside parks, etc.

### 3. T.C. Beltline Corridor Funds

Funds are currently appropriated to the study and design of a by-pass south of Traverse City. If this project acts as a access arterial from that proposed beltline to downtown Traverse City, then perhaps the appropriate funds can be utilized in part for this project. This warrants further discussion regionally through the T.C. Talus committees.

#### D. ACT 175 Bonds

The City of Traverse City can finance improvements to their road system through the sale of Act 175 bonds. These bonds commit the City's Act 51 funds to pay for the bonds. The City's available bonding capacity would allow this project to be financed over a 15-20 year period. Prior to committing future Act 51 revenues to support a bond issue for the Boardman Lake Avenue project, the City should exhaust all other funding sources for the project since Act 51 funds are used for the maintenance and operation of the City's street system. We have included a discussion of Act 175 bonds in this report to be comprehensive not because we recommend committing future Act 51 funds in this manner. In effect, using Act 51 funds to pay off bonds reduces funding available for street maintenance.

#### E. General Obligation Bond

The city could finance a portion of the Boardman Lake Avenue improvements through a General Obligation Bond which would require a vote of City citizens. This method of financing, in effect, increases the millage citizens pay on real property to finance the bonds. The advantage of such a financing strategy is to obtain the support of the community through a vote of the people for the project.

The City could finance the estimated \$3,150,000 in construction cost with a voter approved millage debt service levy for 15 years. The amount of this debt service levy would reduce each year as the assessed value of the real property increased due to new construction.

With the estimated project cost at \$3,150,000 and financed over 15 years at a current bond rate of 6%, equates to an annual level yearly payment of \$324,000.00.

The City could attempt to raise this money through a special millage assessment for debt retirement and pay off the total bond issue without grant assistance.

# APPENDIX A

# 8<sup>th</sup> & CASS

Traffic Count Street Cass  
 Cross Street btw lake & 8th. Block No. 400 South  
 Date 6/9/97 Start Time 11:00 Direction both  
 Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		920	77					
1 to 2		854	39					
2 to 3		748	24					
3 to 4		756	07					
4 to 5		910	33					
5 to 6		874	89					
6 to 7		377	213					
7 to 8		313	560					
8 to 9		249	470					
9 to 10		249	385					
10 to 11		161	517					
11 to 12	777	97						
Total :	777	6508	2414					

24 hr Total 9,699

Notes: \_\_\_\_\_

Traffic Count Street Cave  
 Cross Street South of Eighth Block No. 500 South  
 Date 6/5/97 Start Time 11:00 Direction Southbound  
 Day Of Week Thursday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		431	33					
1 to 2		364	29					
2 to 3		385	20					
3 to 4		404	06					
4 to 5		426	15					
5 to 6		521	37					
6 to 7		266	106					
7 to 8		189	260					
8 to 9		146	290					
9 to 10		99	290					
10 to 11		83	334					
11 to 12	311	75						
Total :	311	3389	1420					

24 hr Total 5120

Notes: \_\_\_\_\_

Traffic Count Street Cass

Cross Street South of Eighth Block No. 500 South

Date 6/5/97 Start Time 11:00 Direction northbound

Day Of Week Thursday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1	1	427	46					
1 to 2		420	16					
2 to 3		375	11					
3 to 4		423	08					
4 to 5		439	17					
5 to 6		464	32					
6 to 7		319	103					
7 to 8		270	183					
8 to 9		215	287					
9 to 10		139	316					
10 to 11		107	364					
11 to 12	393	89						
Total	393	3687	1380					

24 hr Total 5460

Notes: \_\_\_\_\_

Traffic Count Street Eighth  
 Cross Street btw Cass & Lake Block No. 200 East  
 Date 6/9/97 Start Time 12:00 Direction both  
 Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		1162	77					
1 to 2		1054	42					
2 to 3		1135	40					
3 to 4		1156	39					
4 to 5		1287	28					
5 to 6		1327	109					
6 to 7		741	217					
7 to 8		575	626					
8 to 9		528	856					
9 to 10		403	829					
10 to 11		278	912					
11 to 12		176	1066					
Total		9822	4841					

24 hr Total 14,663

Notes: \_\_\_\_\_

Traffic Count Street Eighth  
 Cross Street btw Lake & Boardman Block No. 300 east  
 Date 6/9/97 Start Time 12:00 Direction both  
 Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		2031	151					
1 to 2		1860	70					
2 to 3		1917	59					
3 to 4		1946	40					
4 to 5		2213	52					
5 to 6		2286	137					
6 to 7		1388	467					
7 to 8		1040	1166					
8 to 9		979	1452					
9 to 10		741	1521					
10 to 11		506	1581					
11 to 12		352	1772					
Total :		17259	8468					

24 hr Total 25,727

Notes: \_\_\_\_\_

# 14<sup>th</sup> & UNION

Traffic Count Street UNION  
 Cross Street 14<sup>th</sup> + 15<sup>th</sup> Block No. 1200  
 Date 5/28-29/98 Start Time 3:00 PM Direction BOTH  
 Day Of Week Thurs

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1			11	<del>216</del> 260				
1 to 2			7	<del>269</del> 216				
2 to 3			2	269				
3 to 4		246	5					
4 to 5		221	2					
5 to 6		259	5					
6 to 7		135	85					
7 to 8		154	156					
8 to 9		104	198					
9 to 10		85	176					
10 to 11		36	196					
11 to 12		25	<del>260</del> 196					
Total		1265	1039	745				

24 hr Total 3049

Notes: \_\_\_\_\_  
 \_\_\_\_\_

Traffic Count Street Union

Cross Street north of 14th Block No. 1000 South

Date 6/11/97 Start Time 10:00 Am Direction both

Day Of Week Wednesday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		919	57					
1 to 2		843	42					
2 to 3		808	34					
3 to 4		809	14					
4 to 5		920	28					
5 to 6		916	59					
6 to 7		692	140					
7 to 8		496	407					
8 to 9		435	462					
9 to 10		405	598					
10 to 11	675	260						
11 to 12	994	129						
Total	1469	7692	1841					

24 hr Total 11,002

Notes: \_\_\_\_\_

Traffic Count Street 14<sup>th</sup>  
 Cross Street OAK + Pine Block No. 40061K  
 Date 5/27-28/98 Start Time 12:00 PM Direction BOTH  
 Day Of Week ~~Tue~~ wed

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		1202	114					
1 to 2		1140	80					
2 to 3		1283	54					
3 to 4		1360	38					
4 to 5		1307	42					
5 to 6		1459	177					
6 to 7		921	412					
7 to 8		800	1016					
8 to 9		683	964					
9 to 10		538	932					
10 to 11		301	1324					
11 to 12		202	1366					
Total		11196	6519					

24 hr Total 17715

Notes: \_\_\_\_\_

# 8<sup>th</sup> & UNION

Traffic Count Street Union

Cross Street btw 7th & 8th Block No. 400 south

Date 6/9/97 Start Time 11:00 Direction both

Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		724	58					
1 to 2		843	33					
2 to 3		730	31					
3 to 4		781	12					
4 to 5		869	21					
5 to 6		836	42					
6 to 7		445	178					
7 to 8		320	382					
8 to 9		289	525					
9 to 10		221	490					
10 to 11		140	609					
11 to 12	772	118						
Total	772	6316	2381					

24 hr Total 9,469

Notes: \_\_\_\_\_  
 \_\_\_\_\_

Traffic Count Street Eightn  
 Cross Street Hwy. Cass & Union Block No. east 100  
 Date 6/18/97 Start Time 9:00 Direction both  
 Day Of Week Tuesday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		958	73					
1 to 2		847	36					
2 to 3		786	25					
3 to 4		925	16					
4 to 5		970	27					
5 to 6		1019	87					
6 to 7		649	163					
7 to 8		467	563					
8 to 9		448	687					
9 to 10	649	388						
10 to 11	734	243						
11 to 12	828	149						
Total	2211	7849	1677					

24 hr Total 11,737

Notes: \_\_\_\_\_

Traffic Count Street Union  
 Cross Street South of Eighth Block No. 500s  
 Date 6/3/97 Start Time 3:00 Direction both  
 Day Of Week Tuesday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1			88	1084				
1 to 2			45	1085				
2 to 3			26	1108				
3 to 4		1062	20					
4 to 5		1169	28					
5 to 6		1123	60					
6 to 7		800	234					
7 to 8		662	881					
8 to 9		532	794					
9 to 10		406	696					
10 to 11		263	791					
11 to 12		205	1058					
Total		6222	4721	3277				

24 hr Total 14220

Notes: \_\_\_\_\_

8<sup>th</sup> & LAKE

Traffic Count Street Lake  
 Cross Street btw Cass & Eighth Block No. 200 East  
 Date 6/11/97 Start Time 9:00 AM Direction Northwest  
 Day Of Week Wednesday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		198	24					
1 to 2		192	15					
2 to 3		206	12					
3 to 4		226	03					
4 to 5		214	01					
5 to 6		191	09					
6 to 7		145	53					
7 to 8		102	107					
8 to 9		91	164					
9 to 10	165	64						
10 to 11	180	62						
11 to 12	184	36						
Total								

24 hr Total 2644

Notes: \_\_\_\_\_

Traffic Count Street lake  
 Cross Street btw Cass & Eighth Block No. 200 east  
 Date 6/11/97 Start Time 9:00 Am Direction Southeast  
 Day Of Week Wednesday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1	}	31	05					
1 to 2		40	04					
2 to 3		38	00					
3 to 4		26	03					
4 to 5		30	02					
5 to 6		27	00					
6 to 7		19	16					
7 to 8		11	20					
8 to 9	10	29						
9 to 10	23	10						
10 to 11	33	06						
11 to 12	34	13						
Total :								

24 hr Total 430

Notes: \_\_\_\_\_

Traffic Count Street LAKE  
 Cross Street 8<sup>th</sup> + 9<sup>th</sup> Block No. 500 blk  
 Date 5/28-29/98 Start Time 3:00 pm Direction BOTH  
 Day Of Week Thurs

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1			14	177				
1 to 2			6	162				
2 to 3			5	163				
3 to 4		158	1					
4 to 5		192	3					
5 to 6		145	11					
6 to 7		68	42					
7 to 8		61	108					
8 to 9		49	118					
9 to 10		47	92					
10 to 11		33	117					
11 to 12		25	118					
Total :		778	635	502				

24 hr Total 1915

Notes: \_\_\_\_\_

Traffic Count Street Eighth  
 Cross Street btw Lake & Boardman Block No. 300 east  
 Date 6/9/97 Start Time 12:00 Direction both  
 Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		2031	151					
1 to 2		1860	70					
2 to 3		1917	59					
3 to 4		1946	40					
4 to 5		2213	52					
5 to 6		2286	137					
6 to 7		1388	467					
7 to 8		1040	1166					
8 to 9		979	1452					
9 to 10		741	1521					
10 to 11		506	1581					
11 to 12		352	1772					
Total		17259	8468					

24 hr Total 25,727

Notes: \_\_\_\_\_

Traffic Count Street Eighth  
 Cross Street btw Cass & Lake Block No. 200 EAST  
 Date 6/9/97 Start Time 12:00 Direction both  
 Day Of Week Monday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		1162	77					
1 to 2		1054	42					
2 to 3		1135	40					
3 to 4		1156	39					
4 to 5		1287	28					
5 to 6		1327	109					
6 to 7		741	217					
7 to 8		575	626					
8 to 9		528	856					
9 to 10		403	829					
10 to 11		278	912					
11 to 12		176	1066					
Total		9822	4841					

24 hr Total 14,663

Notes: \_\_\_\_\_

14th & CASS

Traffic Count Street Cass  
 Cross Street btw 12th & 13th Block No. 900 south  
 Date 8/21/97 Start Time 3:00pm Direction both  
 Day Of Week Thursday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1			119	1207				
1 to 2			59	1307				
2 to 3			46	1110				
3 to 4		1154	19					
4 to 5		298	44					
5 to 6		1152	67					
6 to 7		742	201					
7 to 8		497	584					
8 to 9		466	718					
9 to 10		377	710					
10 to 11		298	847					
11 to 12		176	1012					
Total :		6160	4426	3624				

24 hr Total 14,210

Notes: \_\_\_\_\_

Traffic Count Street Cass

Cross Street South of 14th Block No. 1200 South

Date 8-7-97 Start Time 10:00 Direction both

Day Of Week Thursday

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		1270	108					
1 to 2		1164	62					
2 to 3		1175	53					
3 to 4		1210	27					
4 to 5		1158	46					
5 to 6		1280	139					
6 to 7		707	323					
7 to 8		509	664					
8 to 9		442	765					
9 to 10		356	787					
10 to 11	884	226						
11 to 12	978	181						
Total :	1862	9678	2974					

24 hr Total 14,514

Notes: \_\_\_\_\_

Traffic Count Street 14<sup>th</sup>

Cross Street OAK + Pine Block No. 40061K

Date 5/27-28/98 Start Time 12:00 pm Direction BOTH

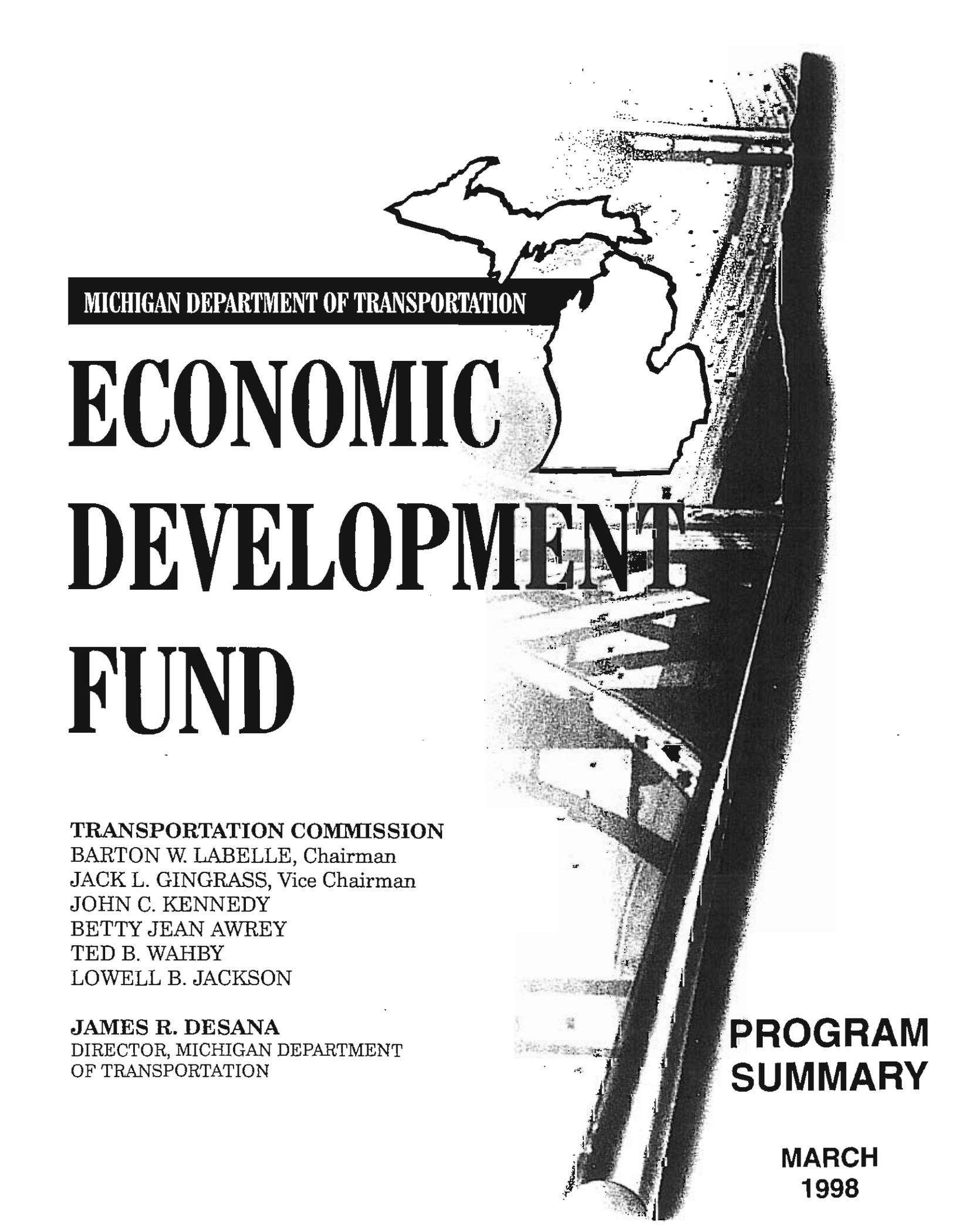
Day Of Week ~~TUE~~ WED

	AM	PM	AM	PM	AM	PM	AM	PM
12 to 1		1202	114					
1 to 2		1140	80					
2 to 3		1283	54					
3 to 4		1360	38					
4 to 5		1307	42					
5 to 6		1459	177					
6 to 7		921	412					
7 to 8		800	1016					
8 to 9		683	964					
9 to 10		538	932					
10 to 11		301	1324					
11 to 12		202	1366					
Total :		11196	6519					

24 hr Total 17715

Notes : \_\_\_\_\_

## APPENDIX B



**MICHIGAN DEPARTMENT OF TRANSPORTATION**

# **ECONOMIC DEVELOPMENT FUND**

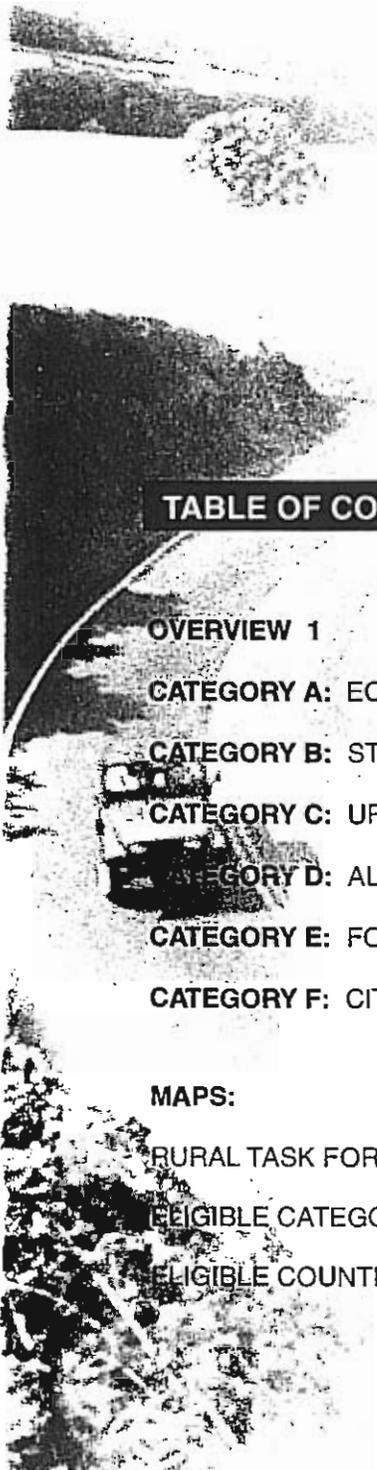
**TRANSPORTATION COMMISSION**

BARTON W. LABELLE, Chairman  
JACK L. GINGRASS, Vice Chairman  
JOHN C. KENNEDY  
BETTY JEAN AWREY  
TED B. WAHBY  
LOWELL B. JACKSON

**JAMES R. DESANA**  
DIRECTOR, MICHIGAN DEPARTMENT  
OF TRANSPORTATION

**PROGRAM  
SUMMARY**

**MARCH  
1998**



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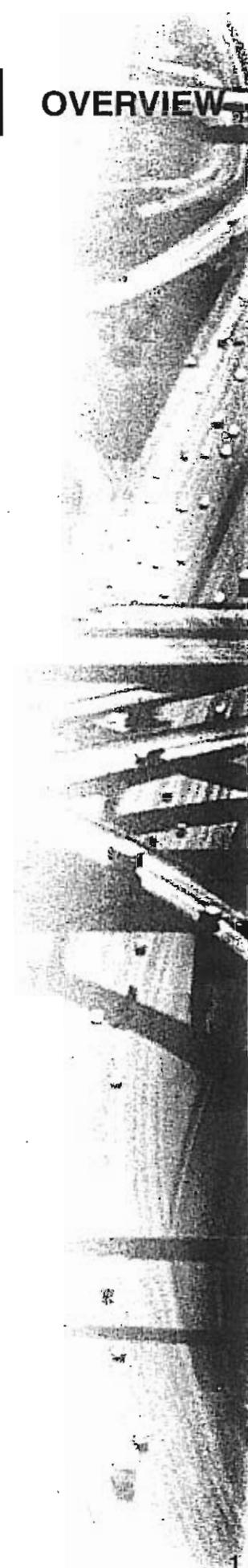
Attracting industry to locate in a community frequently requires an investment in road improvements. When local resources cannot support those improvements, development opportunities and jobs are lost to that community. Enacted in 1987, the **Transportation Economic Development Fund (TEDF)** was created to assist in the funding of highway, road, and street projects necessary to support economic growth. The Fund was reauthorized with revisions in 1993. The program mission continues to be to *enhance the ability of the state to compete in an international economy, to serve as a catalyst for economic growth of the state, and to improve the quality of life in the state.*

The fund, which is administered through the Office of Economic Development, provides a means for State government, local agencies, and business to work together to meet the often extensive and urgent demands placed upon the transportation system by economic development throughout the state. Those eligible to apply for funds are the Michigan Department of Transportation, all county road commissions, and all city and village street agencies.

The types of projects eligible for TEDF assistance are:

- Category A** - Road projects related to target industry development and redevelopment opportunities.
- Category C** - Reduction of traffic congestion in urban counties.
- Category D** - Road improvements in rural counties to create an all-season road network.
- Category E** - Construction or reconstruction of roads essential to the development of commercial forests in Michigan.
- Category F** - Road and street improvements in cities in rural counties.

The above five categories support projects which complement each other in achieving the overall program mission. Following is specific information on the five fund categories:



## CATEGORY A:

## ECONOMIC DEVELOPMENT ROAD PROJECTS

Category A projects are intended: 1) to improve the network of highway services essential to economic competitiveness; 2) to improve accessibility to target industries as a catalyst for economic growth; 3) to support private initiatives that create or retain jobs; and, 4) to encourage economic development and redevelopment efforts that improve the health, safety, and welfare of Michigan citizens.

In order to be eligible for Category A funding, projects must satisfy the following requirements:

1. A particular transportation need must be shown to exist in one of the following categories: capacity, condition, safety, or accessibility.
2. The economic development project must create or retain permanent jobs. "Retained" jobs are those that would be transferred outside Michigan if the road improvement is not made.
3. The economic development project must increase the tax base of the local area if the project applicant is a local unit of government, and have an immediate and positive impact on local employment and the economy.
4. Negotiations between an appropriate agency and developers shall be in progress regarding a location or retention decision.
5. Non-transportation infrastructure and support services necessary to support the economic development project must be available, currently underway, or have been committed for fire protection, water, sewer, drainage, gas or electric services.
6. Applications must be accompanied by a "Resolution of Support" from the appropriate unit(s) of government.
7. The economic development project must relate to one of the following target industries:
  - a. Agriculture or food processing;
  - b. Tourism;
  - c. Forestry;
  - d. High technology research;
  - e. Manufacturing;
  - f. Mining; or,
  - g. Office centers of not less than 50,000 square feet.
8. Matching funds of at least 20 percent of the cost of the transportation improvement are required. Non-Category A funding for the transportation improvement must account for at least 20 percent of the eligible costs for the transportation investment. Determination of which projects are to be funded include consideration as to whether there is a contribution of more than the minimum matching funds required. In cases of extreme economic hardship, the match requirement may be set aside by the Commission.



Funding is available through the Michigan Transportation Economic Development Fund for road projects necessary for immediate development and potential redevelopment opportunities. Eligible applicants include all Act 51 recipient governmental units: The Michigan Department of Transportation, all county road commissions, and all city and village road agencies. Developers must work with one or more of the eligible applicants to access this fund.

9. Transportation projects related to an immediate and non-speculative economic development will require:
- a. a schedule for completion of the economic development project;
  - b. a description, schedule, and funding plan for the proposed transportation improvement;
  - c. a list of all applicable permits required for the economic development project and transportation improvement along with the status of obtaining the permits; and,
  - d. evidence of financial viability of the economic development project.
10. Transportation projects related to the redevelopment of an area will require:
- a. a schedule for completion of the economic development project;
  - b. a description, schedule, and funding plan for the proposed transportation improvement;
  - c. a list of all applicable permits required for the economic development project and transportation improvement along with the status of obtaining the permits;
  - d. negotiations must be in progress with a potential firm; and,
  - e. coordination with appropriate agencies regarding site development and/or match participation (e.g. environmental clean-up, infrastructure development, modifying existing buildings, etc).

**FOR FURTHER INFORMATION REGARDING CATEGORY A, CONTACT:**

Jacqueline G. Shinn  
Office of Economic Development  
P. O. Box 30050  
Lansing, Michigan 48909  
517/335-1069

## STATE TRUNKLINE SERVICE

In July, 1993, Senate Bill 461 amended P.A. 231 of 1987. Category B, which provided for State Trunkline Service which would replace city or county service, was eliminated at that time for funding through the Transportation Economic Development Fund.

Road projects which will result in the addition of county roads or city or village streets to the state trunkline system are the responsibility of the Michigan Department of Transportation.

## CATEGORY B:

**For information on state trunkline projects, contact**

William Hartwig  
Michigan Department of  
Transportation  
Bureau of Transportation Planning  
P.O. Box 30050 Lansing, Michigan  
48909  
517/373-2316

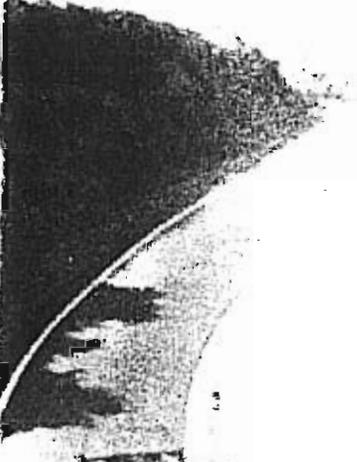
## CATEGORY C:

## URBAN CONGESTION RELIEF

The overall goal of Category C is to promote increased economic potential and improve the quality of life by reducing urban traffic congestion levels. Specifically, there are four objectives for Category C projects: 1) Improve the operational level of service in heavily congested areas; 2) reduce the accident rate on heavily congested roadways; 3) improve the surface and base condition of heavily congested roadways; and, 4) improve the social, economic, and environmental conditions of areas adjacent to heavily congested roadways.

In order to be eligible for Category C funding for road projects, the project must meet the following minimum criteria:

1. The project must reduce traffic congestion on county primary or city major streets within urban counties.
2. The project must be located in a county with a population greater than 400,000 (Wayne, Oakland, Macomb, Genesee, and Kent).
3. The applicant must demonstrate that, as of April 1, 1993, the two lane road carried more than 10,000 vehicles per day, or carried more than 25,000 vehicles per day on roads with more than two lanes.
4. The project must be for a county primary or city major street eligible for federal aid.
5. The project must be for adding travel lanes, left turn lanes, intersection improvements, or advanced traffic management systems.
6. Project costs must be limited to construction and pre-construction costs. Eligible costs shall include costs normally associated with highway construction projects such as project planning, design, right-of-way acquisition, and construction. Routine maintenance costs are ineligible for project funding.



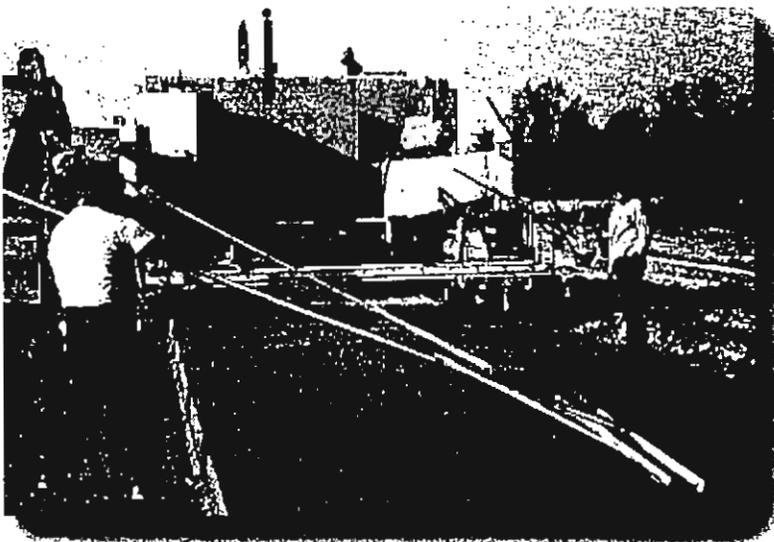
Funding is available through the Michigan Transportation Economic Development Fund for projects to reduce congestion on county primary and city major streets in urban counties, including advanced traffic management systems. Eligible applicants are limited to county and city road agencies, and transit agencies in those counties with a population greater than 400,000 (Wayne, Oakland, Macomb, Genesee, and Kent).



In addition to the above minimum eligibility criteria, the following operating guidelines apply to Category C projects:

### OPERATING GUIDELINES

1. Applicants will present proposed transportation projects to urban task forces for review.
2. Transit agencies may also be recipients of the federal allocation for Category C as selected by the urban task forces. Any federal funds used for transit projects must be for items eligible under the Federal Transit Capital Program.
3. Each urban task force will review proposed projects and make recommendations for funding to the State Transportation Commission.
4. Projects will be coordinated with Category A projects.
5. Projects will be administered by the Michigan Department of Transportation, Office of Economic Development.
6. Project evaluations will be collected from all the task forces and submitted to the Transportation Commission for review and comment on an annual basis.



#### FOR FURTHER INFORMATION REGARDING CATEGORY C, CONTACT:

Your Local (urban)  
County Road  
Commission  
(Wayne, Oakland,  
Macomb, Genesee,  
and Kent Counties), or

Jacqueline G Shinn  
Office of Economic  
Development  
P.O. Box 30050  
Lansing, Michigan  
48909  
517/335-1069

## CATEGORY D:

## SECONDARY ALL-SEASON ROAD SYSTEM

The objectives for Category D projects are to: 1) complement the existing state trunkline system with improvements on connecting local routes that have high commercial traffic; 2) minimize disruptions that result from seasonal load restrictions; and, 3) increase the interchange potential between modes.

In order to be eligible for Category D funding for road projects, the project must meet the following minimum criteria:



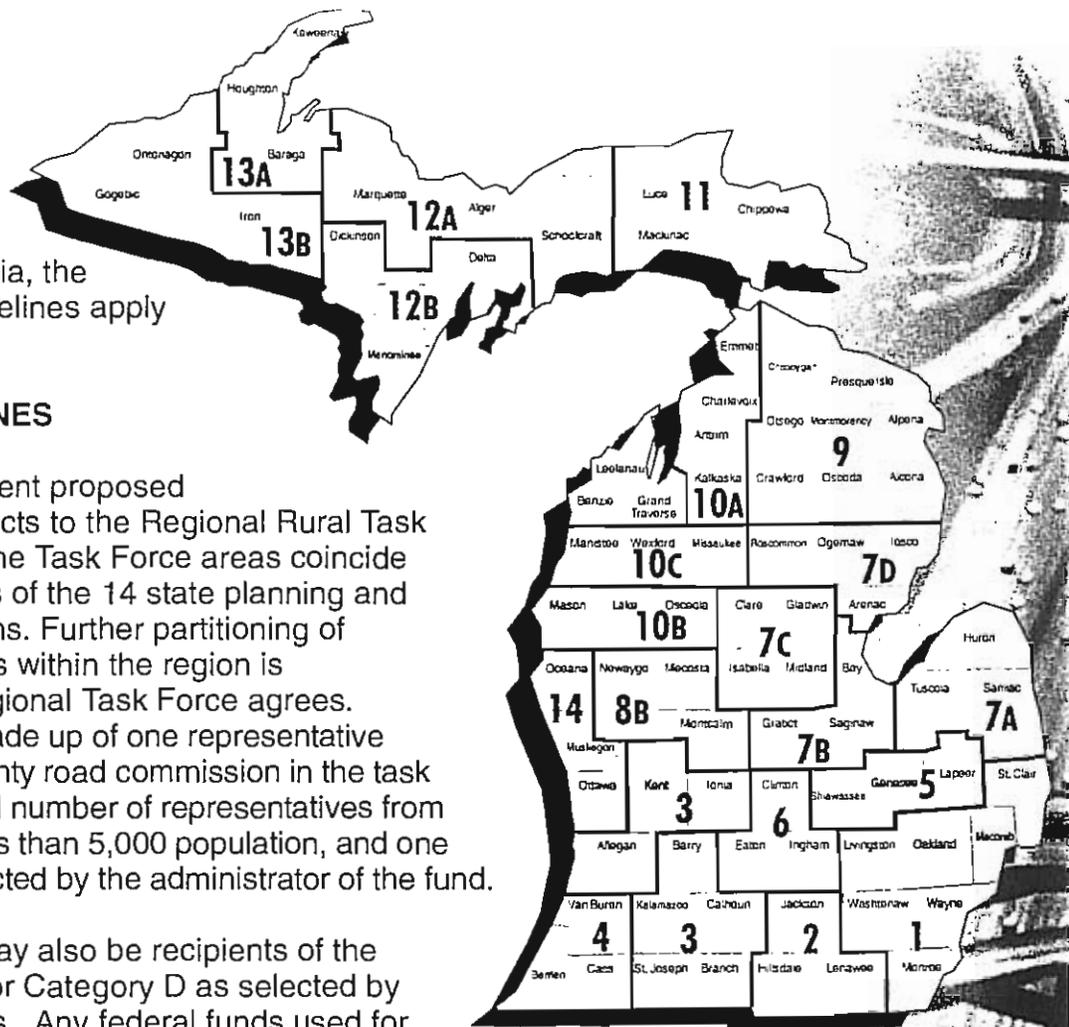
1. A particular transportation need must be shown to exist. The applicant must demonstrate that the improvements are essential to the creation of an all-season road system.
2. The project must be located on a rural primary road or major street in a small city or village outside the federal aid urban boundaries in counties with a population of less than 400,000.
3. The project must be eligible for federal aid unless waived by the regional rural task force.
4. The project must be for road improvements on existing hard surface roads, unless waived by the rural task force.
5. Category D funds must be spent for construction only and shall not include costs of right-of-way acquisition and engineering. Projects must meet all-season standards.
6. Local, non-TEDF funding for the transportation project must account for at least 20% of the transportation improvement.

Funding is available through the Transportation Economic Development Fund to serve development by establishing and integrating a local secondary all-season road system with the state trunkline system. Eligible applicants are limited to county, city, or village road agencies, and transit agencies in counties with a population of 400,000 or less.

In addition to the minimum eligibility criteria, the following operating guidelines apply to Category D projects:

### OPERATING GUIDELINES

1. Applicants will present proposed transportation projects to the Regional Rural Task Force for review. The Task Force areas coincide with the boundaries of the 14 state planning and development regions. Further partitioning of contiguous counties within the region is permitted if the Regional Task Force agrees. The task force is made up of one representative from each rural county road commission in the task force area, an equal number of representatives from municipalities of less than 5,000 population, and one representative selected by the administrator of the fund.
2. Transit agencies may also be recipients of the federal allocation for Category D as selected by the rural task forces. Any federal funds used for transit projects must be for items eligible under the Federal Transit Capital Program.
3. Projects are reviewed and prioritized by the task force. Recommendations are submitted by the task forces to the Administrator and Commission for funding consideration.
4. Priority routes must begin and end at an existing all-season road or highway or a point of loading origin.
5. Projects will be coordinated with Category F projects to establish all-season system continuity within cities and villages.



**FOR FURTHER INFORMATION REGARDING CATEGORY D, CONTACT:**

Your Local (rural) County Road Commission (All counties with the exception of Wayne, Oakland, Macomb, Genesee, and Kent Counties) or:  
 .....  
 Jacqueline G Shinn  
 Office of Economic Development  
 P.O. Box 30050  
 Lansing, Michigan 48909



# CITIES IN RURAL COUNTIES

# CATEGORY F:

The objectives for Category F projects are to: 1) improve access to the state all-season system, including the Priority Commercial Network; 2) improve safety and all-season capabilities on routes having high commercial traffic; and 3) increase the interchange potential between transportation modes.

In order to be eligible for Category F funding, projects must be for improvements to federal-aid roads and streets, under county or city/village jurisdiction, located within the federal-aid urban boundary of an eligible city of 5,000 or greater. In addition, the following operating guidelines apply to Category F projects:

## OPERATING GUIDELINES

1. Applications will be submitted to the Michigan Department of Transportation for review and recommendation to the State Transportation Commission. Projects will be coordinated with Category D projects or provide all-season routes within a city.
2. Engineering and right-of-way acquisition costs are **ineligible** for funding under Category F.
3. A minimum local match of 20 percent is required.

## POLICY GUIDELINES

1. Projects submitted for funding should be capable for being let or constructed within the fiscal year for which they are funded.
2. Grant requests are limited to a maximum of \$375,000.
3. Projects that are not selected for funding one year can be resubmitted the following year.
4. Multi-year phasing of F grants is not permitted.

**FOR FURTHER INFORMATION REGARDING CATEGORY F, CONTACT:**

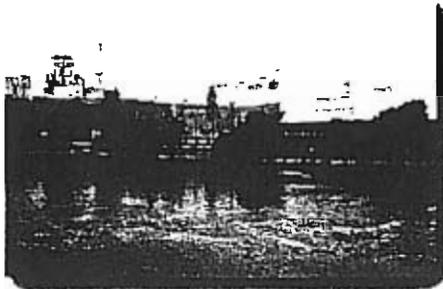
Jacqueline G. Shinn, Director  
 Office of Economic Development  
 P.O. Box 30050, Lansing, Michigan 48909  
 517/335-1069



Counties with Eligible Roadways (In cities with a population of 5,000 or more)

Funding is available through the Michigan Transportation Economic Development Fund for road improvements in cities and villages having a population of 5,000 or greater in order to provide system continuity and create an all-season road system. Eligible applicants are county, city, and village road agencies within counties with a population of 400,000 or less.

MICHIGAN DEPARTMENT OF TRANSPORTATION  
**ECONOMIC DEVELOPMENT FUND**

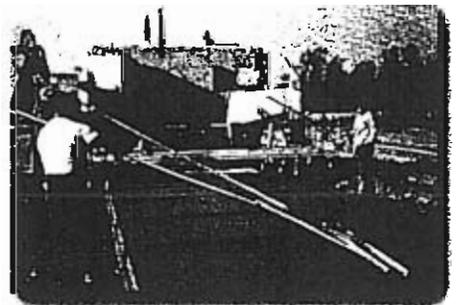
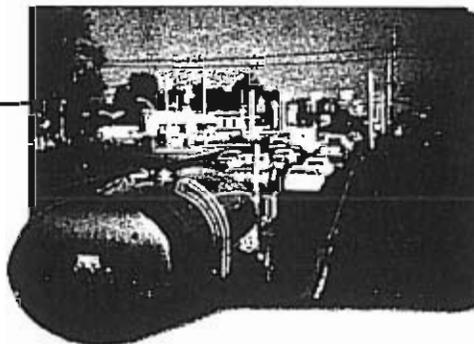


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**Economic Development  
Road Projects**  
Category A

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**Urban Congestion Relief**  
Category C



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**Secondary All-Season  
Road System**  
Category D

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**Forest Roads**  
Category E



Office of Economic Development  
Michigan Department of Transportation  
425 West Ottawa Street  
P.O. Box 30050  
Lansing, Michigan 48909



**MICHIGAN TRANSPORTATION**

**ECONOMIC  
DEVELOPMENT  
FUND**

**INSTRUCTIONS  
FOR  
APPLICANTS**

**CATEGORY A  
ECONOMIC DEVELOPMENT AND REDEVELOPMENT**

**JUNE 1998**

## Michigan Transportation Economic Development Fund

### IMPORTANT - READ BEFORE SUBMITTING AN APPLICATION:

To speed up the process of reviewing applications, we request each applicant follow the guidelines listed below:

1. Submit ONE original application and keep one copy for your files.
2. Fill out all requested information completely. Questions can be directed to the Office of Economic Development at 517-335-1069.
3. Use paper clips, binder clips, or rubber bands to attach the application together. Do not use staples, notebooks, or binders.
4. Maps need to clearly show the pertinent roads and the location of the development(s). A map(s) of the regional setting of the road project and the existing transportation network should also be included. An Act 51 map or map of similar quality should be used. In addition, maps should be no larger than 8 ½ x 11" and should be high quality for photocopying.
5. If you wish to resubmit an application for reconsideration, a new application with current signatures is required. The new application will also require a new Attachment A(s), a new Resolution(s) of Support and new Evidence of Financial Viability. Letters requesting this office review the "same application as before" will not be accepted.
6. Organize the application in Attachment order (e.g. A, B, C.....) and insert tabbed dividers between attachments.
7. Photographs or videos of the road(s) and firm(s) can assist in application review. If you wish to send a video, please keep it brief, and focus on the transportation needs of the firm(s).
8. Consider whether the proposed road project will have an impact on the existing state trunk lines in the immediate area. If so, contact Andy Irwin, Michigan Department of Transportation, Bureau of Transportation Planning, at 517-335-2935.

We appreciate your cooperation in following these guidelines. If you have any questions, please contact the office at 517-335-1069. Category A applications are due by **SEPTEMBER 30, 1998, AT 5:00 p.m.** You can expect to receive a letter of acknowledgment within a couple of weeks with a number assigned to your project application. Please refer to that number when calling or writing about your application.



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## CATEGORY A

### INTRODUCTION

**CATEGORY A** of the Transportation Economic Development Fund provides funding for road projects related to economic development and redevelopment opportunities in specific target industries.

Eligible applicants for Category A funding include all Act 51 recipient governmental units. Those units are: the **Michigan Department of Transportation**, all **county road commissions**, and all **city and village road agencies**. Economic development corporations or private developers must work with one or more of the eligible applicants to access this fund.

In order to be eligible for Category A funding, projects must satisfy the following requirements:

1. A particular transportation need must be shown to exist in one or more of the following categories: capacity, condition, safety or accessibility.
2. The economic development project must relate to one or more of the following target industries:
  - Agriculture or food processing
  - Tourism
  - Forestry
  - High technology research
  - Manufacturing
  - Mining
  - Office Centers, of not less than 50,000 square feet.
3. The economic development project must create or retain permanent jobs. Retained jobs are those that would be transferred outside of Michigan, laid-off, or lost due to closure of the firm.
4. The economic development project must increase the tax base of the local area if the project applicant is a local unit of government, and have an immediate and positive impact on local employment and the economy.
5. Negotiations between an appropriate agency and developer(s) shall be in progress regarding a location or retention decision.

6. Non-transportation infrastructure and support services necessary to the economic development project must be available, underway or have been committed.
7. Applications must be accompanied by a "Resolution of Support" from the appropriate unit(s) of government.
8. Matching funds of at least 20 percent of the total cost of the transportation project are required.
9. Transportation projects related to an immediate and non-speculative economic development will require:
  - a. A schedule for completion of the economic development project;
  - b. A description, schedule, and funding plan for the proposed transportation improvement;
  - c. A list of all applicable permits required for the economic development project and transportation improvement along with the status of obtaining the permits; and,
  - d. Evidence of financial viability of the economic development projects.
10. Transportation projects related to the redevelopment of an area will require:
  - a. A schedule for completion of the economic development project;
  - b. A description, schedule, and funding plan for the proposed transportation improvement;
  - c. A list of all applicable permits required for the economic development project and transportation improvement along with the status of obtaining the permits;
  - d. Negotiations must be in progress with a potential firm; and,
  - e. Coordination with appropriate agencies regarding site development and/or match participation (e.g. environmental clean-up, infrastructure development, modifying existing buildings, etc.).

If you have a transportation project which meets the above requirements, please complete the application and required attachments and submit to:

Michigan Department of Transportation  
Office of Economic Development  
425 W. Ottawa  
Lansing, Michigan 48933  
517-335-1069

## **CATEGORY A**

### **INSTRUCTION OVERVIEW**

Please read the instructions thoroughly before completing the application. Some of the information requested may be cross-referenced.

The application form for Category A funding is a one-page summary of contact person and traffic information related to the overall development. Instructions for completion of the application form begin on page 6.

The bulk of the information necessary for evaluation will be provided in Attachments A-H. Clearly list the appropriate attachment letter at the top of all attachments.

The following attachments are required for each application:

- Attachment A-1: Economic development information from the company or firm (one form for each company or firm) for new or expanding developments; OR
- Attachment A-2: Redevelopment information for firms which have closed or are closing.
  
- Attachment B-1: Evidence of viability of the economic development project from the company or firm for new or expanding developments; OR
- Attachment B-2: Evidence of viability of the developer(s) for redevelopment projects.
  
- Attachment C: Resolution(s) of support from the appropriate local governments or affected parties.
  
- Attachment D: Site plan showing the proposed construction or expansion, or changes to the development.
  
- Attachment E: Environmental clearance documentation or social, economic, and environmental factors for the entire project area.
  
- Attachment F: Transportation project information (one form for each separate transportation project).
  
- Attachment G: Costing worksheet for the transportation project (one form for each separate transportation project).
  
- Attachment H: Maps identifying the location of the transportation project, its relation to the development, and traffic volumes.

During the course of evaluating the applications, additional information from the applicant may be required. If so, staff from the Office of Economic Development will notify the contact person.

**Please note:** If the application is approved, funding is awarded as a grant. Costs over and above the approved grant amount will need to be covered by the road agency having jurisdiction for that road. Reimbursement from this fund will be based on actual bid costs, up to the amount approved.

If, after application or approval, changes require a significant delay in either the development or the project(s), the application or approval will be withdrawn. The applicant must resubmit and re-compete for funding after the delays have been resolved.

The State Transportation Commission has established a policy that the construction contracts of all road projects funded with Category A monies be initiated within two years of the grant award. Projects not initiated within that time frame will be reviewed and a determination made whether to redirect the grant monies to other projects, or to grant an extension for completion of the project.

## CATEGORY A

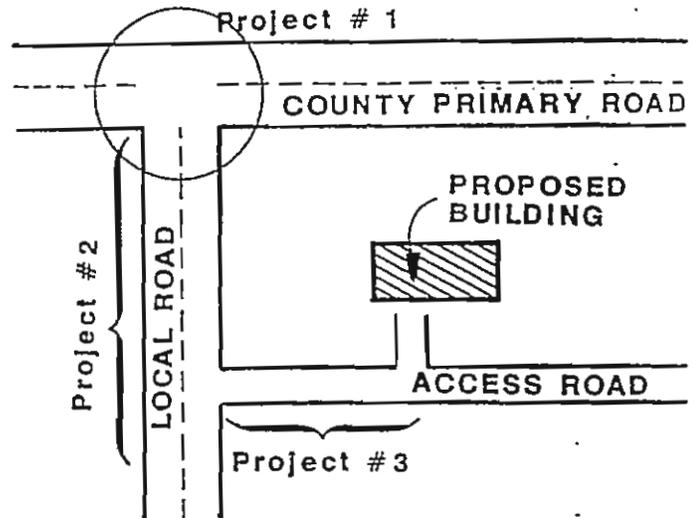
### TRANSPORTATION PROJECTS -- EXAMPLES

Attachment F is required for each separate transportation project. A transportation project is "a road segment that differs due to a jurisdictional, traffic or condition change." Structures are considered a separate project. Following are examples:

#### Example 1:

This economic development requires three transportation projects:

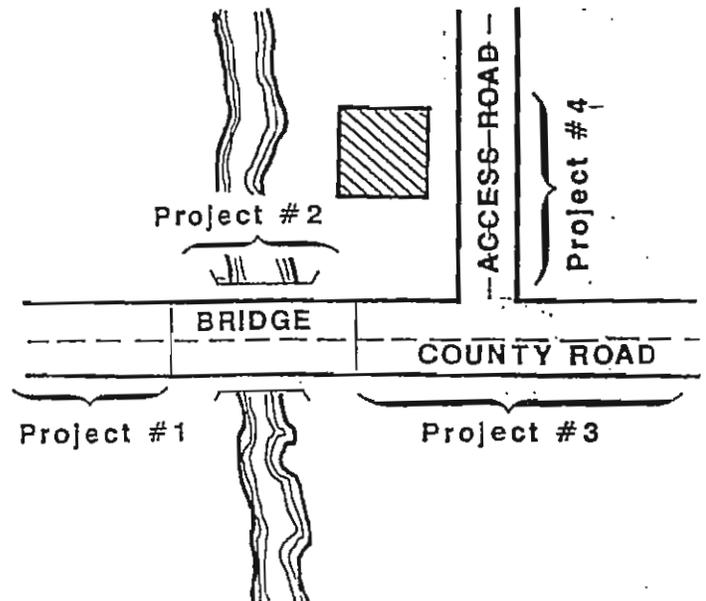
- #01 - Construction of turn lanes on a county road.
- #02 - Widening of local road.
- #03 - Construction of an access road.



#### Example 2:

This economic development requires four transportation projects:

- #01 - Widening county road from two lanes to four.
- #02 - Widening bridge from two lanes to four.
- #03 - Widening county road from two lanes to four.
- #04 - Construction of access road.



## CATEGORY A

### APPLICATION FORM INSTRUCTIONS

#### GENERAL INFORMATION

1. Indicate which agency is the lead applicant. If multiple road jurisdictions are involved, indicate the "lead" agency responsible for coordinating the overall project and application. **Please note:** The only eligible applicants are the three agencies listed (Michigan Department of Transportation, county road agency, or city or village street agency).
- 2-4. List the name of the contact person, agency name, mailing address, county and telephone number for the **lead** applicant. If the application is submitted **jointly** by two or more agencies, list the cooperating agencies on a separate sheet as an attachment. Include the agency name, mailing address, and telephone number for every agency listed.
5. Although the road agency is the formal applicant, others may be more familiar with the development and the proposed road project. If that is the case, indicate in Section 5 who should be contacted by staff from the **Office of Economic Development** for follow-up questions.
6. There are no limitations on submitting a grant application more than once for a single project. Indicate whether the request has been submitted previously. **Please note:** If the request has been submitted before, photo copies of the previous application will not be accepted. A new application with current signatures will be needed, along with a new **Resolution(s) of Support** and new **Evidence of Financial Viability**.

#### DEVELOPMENT TRAFFIC GENERATION

7. Identify the increased traffic expected to be generated by the economic development or redevelopment, including the total daily trips, daily commercial trips, peak-hour trips, and peak-hour commercial trips. For **Peak Hour Trips** and **Peak Hour Commercial Trips**, list both the **number of trips** and the **hour of occurrence**. Indicate the traffic increase at opening (time of construction of the first transportation project). In addition, if the development is phased, complete the traffic data at build-out (completion of final phase of the development). Also, indicate the general distribution of trips entering and leaving the development by direction for each of the four items.

In the case of redevelopment projects, estimates should be based on the firm or firms with which the applicant is negotiating.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT A-1: ECONOMIC DEVELOPMENT INFORMATION

This attachment should be completed by a representative of the company or firm planning to create or retain jobs. One form will be needed for each company or firm involved. The company/firm representative responsible for filling out the attachment should certify with his/her signature that all the information is true.

1. List the name of the contact person, name of company or firm, mailing address, and telephone number for each company/firm occupying the economic development. Also list the primary standard industrial classification (S.I.C.) code and federal tax identification number for the firm.
2. Indicate the investment amount for the total development. If the development is constructed in stages, indicate the amount for each stage.
3. Enter a brief description summarizing the economic development project, including type of product and major activities. **For example:**

*Allied manufacturing has plans to locate a light manufacturing plant in Milltown to produce plastic widgets. Approximately 300 jobs are expected to result from the establishment of this plant.*

4. List the number of jobs, average annual salary, and year to be hired for all employees at that site. Please note the salary amount is the average salary for that group, rather than the total salary for all employees. Following are definitions for the job types listed on Attachment A:

**CURRENTLY EMPLOYED:** For a plant or business already located and planning an expansion, the current jobs are those already filled. For a new firm or an out-of-state plant or business establishing a new location in Michigan, the number of employees can be listed as zero.

**JOBS LOST TO MICHIGAN:** Jobs are considered lost only if an existing Michigan firm is seriously considering leaving the state, closing operations within Michigan, or laying off employees. If this is the case, the jobs lost would be those current employees who would be laid off or transferred out-of-state.

**TRANSFERS INTO STATE:** Transfers into the state are the number of current out-of-state jobs which will be relocated to a plant or business site in Michigan.

NEWLY CREATED JOBS: New jobs are those that will result from the establishment of a new firm or an expansion of an existing firm. When the expansion of an existing firm results in the return of employees previously laid-off, list those job numbers as newly created with a note indicating "recalled from lay-off."

If the jobs being created or transferred are planned over a several year period, identify the jobs by year.

5. For both taxes listed, estimate the net increase in governmental revenues expected to result from the economic development project within the first year after completion of the development. If the project is intended to retain jobs in danger of being lost to Michigan, estimate the net reduction in local tax base which will be averted by retaining the jobs. If the development project requires multi-year phasing, list the expected net increase or decline averted by year (not to exceed five years). Identify the local governmental entity(ies) receiving the tax revenues.
6. If the proposed project(s) is for an office center development, provide the total square feet of all buildings within the economic development.

According to the enabling legislation for the Economic Development Fund, office centers are defined as those "not less than 50,000 square feet." However, legislation also requires the developments served by EDF grants be immediate and non-speculative. In order to minimize the risk of granting EDF dollars to speculative office centers, a commitment by tenants is required for a minimum one-half the floor space.

In addition, commercial enterprises have been excluded as a target industry and commercial, retail jobs have specifically been excluded from EDF grant support. Therefore, in determining whether an office center is eligible for EDF funding, the 50 percent minimum commitment will be limited to administrative, non-commercial firms.

**Please note:** For office center developments, all committed tenants must complete items 1-5 of Attachment A as well as sign the certification statement on page 2. The owner or developer of the office center must provide a separate, complete Attachment A for the overall office center (job data would be provided only if applicable).

7. Since the initial application period for Category A funding, tourism projects have been defined as supporting the "natural, historical, and cultural resources of Michigan." In keeping with the other target industries, care has been taken to exclude the commercial aspect of the tourist industry. Transportation projects

... serving commercial developments (e.g. hotels, shopping malls, restaurants, etc.) are not eligible for Category A funding.

The basic question in determining whether a project is an eligible tourist project is: Does it attract tourists, or does it merely support the influx of tourists visiting the attraction? Hotels and restaurants may respond to the needs of the tourists, but are not what attracts the tourists into the area. Applications which are based upon tourism as the target industry should focus on what attracts the tourist to visit the area.

The eligibility of an attraction as a target industry will be based in part upon the nature of the tourist development: (1) Does it attract a significant portion of both in-state and out-of-state visitors? (2) Do most visitors at the development stay at least one night within the area?

**Please note:** It is not necessary for the applicant to survey restaurants, lodgings or other service industries to estimate jobs that are indirectly related to the tourism development. The information that is provided in Attachment A on visitation and direct jobs will be used by the Office of Economic Development to estimate the economic impact of the development.

If the proposed project(s) is for a tourism development, list the current number of visitors to the area on an annual basis, as well as the estimated increase (according to season). **For example:**

	<u>Winter</u>	<u>Spring</u>	<u>Summer</u>	<u>Fall</u>	<u>Total</u>
· <i>Current Visitors</i>	200,000	400,000	600,000	800,000	2,000,000
· <i>Estimated Increase</i>	<u>0</u>	<u>20,000</u>	<u>60,000</u>	<u>120,000</u>	<u>200,000</u>
· <i>Total Visitors</i>	200,000	420,000	660,000	920,000	2,200,000

Also, list the average duration of visit and estimate the percentage of visitors from outside Michigan. If the tourism development primarily attracts visitors for day-long visits, indicate the duration of visit by the average number of hours spent at the development. If the development primarily serves visitors staying overnight, indicate the duration of visit by the average number of days.

Indicate whether visitors to the tourists attraction would require lodging or camping facilities. Day events would not require lodging or camping facilities.

8. Describe the location factors considered, including other locations considered, if any, and how the transportation project(s) relate to the firm's decision to locate at that site or expand the existing facility (i.e. time-saved, reduced freight charges, reduced operating cost, or accidents avoided). For example:

*This company is relocating to a larger site to allow for necessary expansion. Other locations considered did not provide quick access to suppliers. The proposed transportation projects will shorten delivery time and reduce the cost of transporting goods. The savings in transportation costs is estimated to be between \$5,000 - \$7,000 per year.*

9. Indicate whether the proposed road project is for a road which is subject to seasonal road restrictions. If so, explain what changes result in shipping goods during that time and estimate the impacts of the shipping limitations caused by the lack of an all-season road. Following are two examples:

*Example 1: We store grain until it needs to be shipped for processing. Frost weight limitations last for a period of five to ten weeks. During that time, the weight restrictions limit load size in the delivery of the grain. An additional cost of \$15 to \$20 per ton to ship the grain results in an average increase in cost of \$2,200 per week.*

*Example 2: We receive fertilizer and other items on a daily basis for our farming. Frost weight limitations last for an average period each year of ten weeks. During that time, the weight restrictions limit load size in the delivery of the fertilizer. The cost incurred in contracting for "off-loading," double-trucking (with partial loads), storage and insurance for 65 semi-loads of fertilizer is quite high. The "off-loading" of fertilizer may soon be disallowed for environmental reasons. If so, 20 people at \$300 per week would be laid off in addition to the below costs:*

*\$25,000 Double-Trucking  
8,000 Off-Loading  
3,000 Insurance & Storage  
\$36,000 Total for 10-Week Average*

10. Indicate the current status of the economic development and the expected completion date for the construction, relocation, or expansion.
- 11-12. Indicate the status of land ownership for the economic development site. If the company, firm, or developer is in the process of negotiating a purchase or has an option to purchase, indicate the expected date of ownership.

13. Indicate the availability of the non-transportation infrastructure or support services necessary to the economic development. If the infrastructure or support service is committed or currently underway, indicate the expected date of availability.

**CERTIFICATION STATEMENT:** The company or firm representative responsible for filling out Attachment A must certify with his/her signature that all the information provided is true. Attachment A forms signed by road agency or economic development staff are not accepted and will require contact with the firm to verify the accuracy of the information.

If any of the information is of a sensitive nature, the company or firm representative should indicate so. Review staff will pay particular attention that the sensitive information is not shared in any public documents.

**Please note:** MDOT's Office of Economic Development is required to follow-up with the firm after the expansion/location is complete to verify actual job creation and development investment. A letter will be sent to the firm's contact person at that time for response to the Office of Economic Development.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT A-2: REDEVELOPMENT PROJECTS

This attachment should be completed by a representative of the agency planning and coordinating the redevelopment effort. The agency representative responsible for filling out the attachment should certify with his/her signature that all the information is true.

1. List the identifying information for the firm which is closing or has closed, including the name of the firm, and the address and city where the firm was located. Also indicate what type of activities the firm was engaged in prior to closing. **For example:** *auto manufacturing plant.*

**Please note:** The firm which has closed or is closing does not have to be a target industry firm. However, the redevelopment plan must be for the purpose of attracting a firm(s) which would qualify under the target industry requirement.

2. Indicate the number of jobs employed at that site prior to closing, and the average annual salary for those employees. **Please note:** The salary amount is the average salary for that group, rather than the total salary for all employees.

In cases where the firm has already closed, list the length of time the jobs have been lost. If the firm has plans to close, list the planned closure date.

3. Indicate how many of the displaced workers have found other employment in the community. Also, if there have been efforts made to assist former employees in locating new employment, list the number of displaced workers likely to find employment locally.

**For example:** *A company has made a decision to close and a staff person(s) has been assigned to assist employees in finding local employment. A second company in the area is in the process of expanding and the staff person(s) works with the second company to determine how many employees could be hired.*

4. Indicate how many of the employees will be transferred to other sites owned by the company, rather than being laid-off.
5. List the location of the other plant, including city and state, where employees have been/are being transferred.

6. Describe any re-training efforts which are planned or have been conducted for the employees who will be laid-off. Include the time frame for the re-training effort. If the training has already occurred, describe the results (e.g. the number of employees employed in other fields, which fields they have found employment in, etc.).
7. One of the requirements for a project to be eligible for redevelopment support is that negotiations must be in progress with a potential firm considering locating at the redevelopment site. The information provided in item number 7 should be based on discussions with the potential firm(s).

List the number of jobs, average annual salary, and year to be hired for all employees which will be located at the redevelopment site. In addition, list the type of industry and the standard industrial classification (SIC) code for the firm(s). If the redevelopment plan includes multiple firms, list jobs by type of industry (e.g. manufacturing, office center, etc.).

**Please note:** The only jobs which should be listed must be for a firm which qualifies as a target industry (see page 1).

Following are definitions of the two job types which can be considered as eligible redevelopment jobs:

**NEWLY CREATED JOBS:** New jobs are those that will result from the establishment of a new firm or an expansion of an existing firm. When the expansion of an existing firm results in the return of employees previously laid-off, list those job numbers as newly created with a note indicating "recalled from lay-off."

**TRANSFERS TO THE SITE:** Transfers to the site include either out-of-state jobs which will be relocated to the redevelopment site, or may include jobs transferred within the state. If the jobs are being transferred from one Michigan community to another, explain why and whether other locations outside Michigan were considered. Attach additional pages for the explanation if necessary.

8. Indicate the impact on the local tax base as a result of the planned redevelopment. Check whether the city collects income tax and, if so, the amount of taxes expected to be generated by the jobs estimated to result from the redevelopment.

Also indicate the amount of property tax being paid by the firm which is closing/has closed, the property tax the new firm(s) is expected to pay, and the net change between the two (increase or decrease). If there is no change anticipated, leave "Increase" and "Decrease" blank.

If the net change is a decrease from the current property tax being paid, explain the reasons for the decrease. For example:

*The negotiating company is interested in a tax abatement. If approved, the current property tax will be reduced 50 percent for the next ten years.*

9. Check whether the redevelopment site is located in either a low or moderate income community, as defined by the Michigan Department of Commerce, or a federal redevelopment area, as designated by the federal Economic Development Authority.
10. Include any additional evidence of chronic economic distress in the community (e.g. high unemployment over an extended period of time, multiple plant closings in the recent past, etc.).
11. Describe the planned strategy to redevelop the site. The strategy should be based on negotiations with the firm(s) considering locating at the site. Include the status of negotiations with the firm(s). The results of any studies used to determine the viability of redeveloping the site should also be included.
12. List the names of the firm(s) with whom negotiations are currently in process regarding locating at the redevelopment site, and the month and year the firm(s) plans to locate at the site.

**Please note:** Negotiations with a firm does not imply a commitment by that firm to locate at the site. If a firm(s) has made a commitment to locate at the site, use Attachment A-1 for "New and Expanding Development."

13. Indicate the year the buildings were constructed and the date of the most recent occupancy inspection. Based on the occupancy inspection, indicate whether the building meets all the requirements of the city code. If not, explain what areas need to be corrected and the measures planned to correct those areas.

In addition, if there have been recent renovations or upgrades of any of the buildings, additional information can be provided on a separate page.

For water lines and sanitary and storm sewers, list when the lines were installed, indicate any maintenance performed within the last several years, and any anticipated problems or planned improvements in the near future.

14. Based on the current condition of the buildings and infrastructure, indicate the estimated cost to redevelop the site for future use. The cost estimate should not

include the costs associated with the transportation project. The transportation project costs will be included on Attachment F.

15. Indicate the total square feet of the building(s) currently at the redevelopment site. In the case of multiple buildings, provide one figure for the total of all buildings.

Provide the same information for the building(s) planned to result from the redevelopment strategy. This information should be supported by the site plan which is required (Attachment D).

**Please note:** If the plan is to redevelop the site to house an office center, the total square footage for the office center building(s) must be at least 50,000 square feet.

16. If there are permits required to complete the redevelopment of the site, indicate the status of obtaining the applicable permits. If the permit request is in process, also indicate when the permit is expected to be obtained.

If there are permits required for environmental factors, provide that information on the Attachment E form (Social, Economic, and Environmental Factors).

17. List all agencies, both public and private, who have participated in planning the redevelopment and/or have or will contribute financially to the redevelopment.

If an agency has or will provide funding, list the amount and year(s) of the financial participation. Requested grant monies from Category A of the Transportation Economic Development Fund should **not** be included.

**CERTIFICATION STATEMENT:** The representative of the agency planning and coordinating the redevelopment effort must certify with her/his signature that all the information provided is true.

Please include the name of the agency represented and the telephone number for the representative. If questions arise during application review, staff from the Office of Economic Development will contact the agency representative.

If any of the information is of a sensitive nature, the company or firm representative should indicate so. Review staff will pay particular attention that the sensitive information is not shared in any public documents.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT B-1: EVIDENCE OF VIABILITY OF THE FIRM(S)

Legislative mandate requires a determination that new and expanding developments served by the Economic Development Fund be "immediate and non-speculative." The purpose for that mandate is to insure public monies for road improvements are not expended for developments which will not occur. Evidence of financial viability of the company or firm is one piece of information examined to determine whether the development meets that criteria.

Due to the differing types of industries and sizes of companies or firms served by the fund, there is a great disparity between the types of evidence available. Following are examples of evidence of financial viability which will allow the Office of Economic Development to determine whether the development is non-speculative:

**Letter of Reference** - smaller companies or firms may have to rely on references from credit organizations, e.g. letters of credit. The references should demonstrate an existing relationship with the company or firm. See pages 17-19 for examples of reference letters.

**Annual Report** - larger, publicly-held companies generally have a report to their stockholders available.

While there is some latitude in the type of evidence which can be submitted, failure to submit any evidence will jeopardize the granting of funds. The Office of Economic Development will work with applicants to determine the viability of a development; however, requests for additional information will take time and the request for funding may have to be postponed until the following application period.

**EXAMPLE:**

*Reference Letter No. 1*

**EVIDENCE OF VIABILITY**

*No governmental financial support is involved in these expansion projects and none of the firms are located in a Tax Increment Finance (TIFA) district.*

*All of these firms have been financially screened by the \_\_\_\_\_ Economic Development Corporation (EDC) as a condition of their establishment in the \_\_\_\_\_ Industrial Park. The analysis utilized by the EDC in its normal course of industrial development relies on an investment banking approach, and requires the review of historical financial reports, multi-year pro forma projections and evidence of sufficient private financing to accomplish the projections. All firms included in this application have credible existing track records and have been determined to be viable development projects by the EDC.*

*The following company histories provide an overview of the firms for your review.*

*Firm Name:*

*Parent Company:*

*Owners:*

*Plants:*

*Officials:*

*Sincerely,*

*Economic Development Corporation*

**EXAMPLE:**

**Reference Letter No. 2**

**EVIDENCE OF FINANCIAL VIABILITY**

*To Whom It May Concern:*

*This letter is submitted to advise that the \_\_\_\_\_ National Bank is cognizant of the proposed expansion program at the \_\_\_\_\_. The \_\_\_\_\_ National Bank has been the primary lender to \_\_\_\_\_ for the past 12 years. We have routinely made loans to \_\_\_\_\_ for its expansion projects.*

*I consider the proposed project to be economically viable and \_\_\_\_\_ to be credit worthy.*

*I, therefore, pledge our financial support to \_\_\_\_\_ on terms as used in prior financing to them.*

*Sincerely,*

*President*

*\_\_\_\_\_ National Bank*

**EXAMPLE:**

*Reference Letter No. 3*

*EVIDENCE OF FINANCIAL VIABILITY*

*BANK OF \_\_\_\_\_*

*June 13, 1990*

*To Whom It May Concern:*

*At the request of \_\_\_\_\_ we write this letter of credit reference.*

*The \_\_\_\_\_ have banked with our bank for over forty years. I have personally known of the family and farm operations for twenty-five years.*

*\_\_\_\_\_ Farms and the \_\_\_\_\_ families are one of this Bank's most valued customers, maintaining deposit balances in excess of six figures. In addition, we know them to be honorable people, who will honor agreements they become a party to.*

*Should you have any further questions, please do not hesitate to ask.*

*Sincerely,*

*President  
Bank of \_\_\_\_\_*

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS

#### ATTACHMENT B-2: EVIDENCE OF VIABILITY OF THE DEVELOPER(S)

In order to determine the viability of the proposed redevelopment, information is required on the lead company or agency involved in developing the property for new use.

Information should include the name, address, and contact person, a summary of similar projects undertaken, and results of the development or redevelopment efforts. Any additional background information on the firm may be provided as appropriate.

#### ATTACHMENT C: RESOLUTION(S) OF SUPPORT

Project eligibility requires that a **RESOLUTION(S) OF SUPPORT** from the appropriate local government(s) be provided. The resolution(s) must indicate support for the development, and a commitment by the affected governing jurisdiction to provide at least 20 percent of the total cost of the transportation project, as well as to maintain the new or improved highway, road, or street.

If any of the project costs will be paid for with school taxes captured through a Tax Increment Finance (TIFA) district, a letter of support from the local school district will be necessary. If the TIFA monies involve captured non-school taxes only, a letter from the local school district will not be needed.

If there are any controversies regarding either the development or the transportation project (e.g. protests by a neighborhood group, concerns from planning agencies, etc.), provide a summary of the controversy, measures taken to respond or correct, and the current status.

#### ATTACHMENT D: SITE PLAN

A site plan is required showing the proposed construction or expansion, or changes planned to the existing development. A detailed blueprint is not required as part of the application for the site plan. A standard 8-1/2- by 11-inch plan is adequate.

The site plan of the development should clearly demonstrate the location of the building in relation to the transportation project, the dimension of the building, access and parking, etc. This information is necessary to determine whether there is a transportation need, what safety factors should be considered, and how critical each individual road project is to the development.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT E: ENVIRONMENTAL CLEARANCE DOCUMENTATION OR SOCIAL, ECONOMIC, AND ENVIRONMENTAL FACTORS

The intent of this attachment is to demonstrate to the application reviewers that the applicant has adequately considered the environmental consequences of the transportation project(s). The EDF application reviewers will review the environmental information provided by the applicant in this attachment to determine the accuracy of the information supplied, the likelihood that the project will be able to comply with the environmental requirements in the time frames indicated, and if the proposed project is practical from an environmental standpoint. The applicant must be able to clearly demonstrate that all potential environmental problems have been accurately identified, that the applicant has appropriately dealt with those issues, or has a reasonable strategy for dealing with the issues, and that the applicant is willing to, and can, comply with all environmental requirements.

The applicant is responsible for complying with all local, state, and federal environmental laws, regulations, and requirements for the project.

If environmental documentation has been previously prepared for the economic development or transportation projects, attach a copy of the documentation to the application, along with any Michigan Department of Transportation or Federal Highway Administration approvals. If no previously approved environmental documentation is available, the applicant must complete Attachment E (Social, Economic, and Environmental Factors), with the proposed schedule for preparing the environmental documentation. Address all proposed transportation projects together in a single Attachment E.

**Applicant's Project I.D. Number:** If applicable, include the identification number for the transportation project(s) assigned by the agency having jurisdiction for the highway, road, or street; not the application number assigned by the Office of Economic Development.

**Location:** Include the route number/street name, termini, city/village/township, and county.

**Description:** Describe the scope of the proposed work in as much detail as possible, including areas of impact, grading, ROW required, etc., as appropriate.

**ROW/Grading Permit Required:** Check if fee right-of-way and/or grading permits are required. If checked, how much right-of-way is required? Where are the proposed

right-of-way sites? How many grading permits are needed? Where are the grading sites?

**Work Outside Existing Shoulders or Curbs:** Check if there is any proposed work outside the existing shoulder points or curbs. This includes work in the median of boulevards or freeways. If checked, how far does the work extend beyond the shoulders, curbs, or medians? How extensive is the work?

**Major New Construction:** Mark if the proposed project includes any one of the following: widening one or more lanes; bridge construction or replacement; roadway extension; new bypass or interchange; new facility on new location; etc. If checked, what type of new construction is planned?

**Description of Setting:** Include a brief description of the former and present land uses in the project area and immediately adjacent to the project (including the Economic Development project area).

**Factors:** If there is an impact or effect on a particular factor, mark "yes." If "yes" is marked, a full description of the extent of the impact(s) should be provided on the reverse side of the attachment, under "Impact Evaluation." If there is not an impact or effect on a particular factor, mark "no." If "no" is marked, no further review of that factor is necessary. If the extent of impact is not known, leave the "Impact" column blank and explain under "Impact Evaluation."

**Please note:** The applicant should indicate under "Impact Evaluation" which local, state, or federal agencies were contacted to determine whether there will be an impact on a particular factor. **For example:** *The applicant contacts the Michigan Department of Environmental Quality (MDEQ) to determine if there are any hazardous waste sites located in the proposed project area. The MDEQ indicates there are no hazardous waste sites located in the project area. Therefore, the applicant would mark "no" under the impacts on the front side of the attachment, and would indicate on the reverse side they had checked with MDEQ and there are no hazardous waste sites in the area.*

Use the following guidelines to identify which factors may be impacted by the proposed project.

1. **Displacement of Residence or Business:** Will businesses or residences be displaced? If yes, how many and what type? Are the units occupied?
2. **Disruption of Neighborhoods:** Will neighborhoods be split or community facilities separated from residents by a new or widened roadway? If yes, will residents have access to the same or similar facilities after the project is completed, although they may be less convenient to reach?

3. Agricultural: Will prime or unique farmlands (including nonactive farmlands) be purchased for proposed right-of-way? If yes, how much farmland will be purchased? Is the land actively farmed? What type of crop is produced? Is any portion of the project's property enrolled in the Farmland and Open Space Preservation Act, 1974 PA 116 program? Contact the Michigan Department of Natural Resources (MDNR) at 517-373-3328, a local zoning official, or the Soil Conservation Service (517-337-6701) to determine if there are prime or unique farmlands or Act 116 lands on the proposed right of way.
4. Recreational Lands: Will any part of a publicly-owned park, recreation area, or wildlife or waterfowl refuge receive grading, or be purchased for proposed right-of-way? If yes, how much recreational land will be purchased? What type of recreational activity occurs at the site? What activities will still be possible on the remaining property?
5. Historic/Archaeological: Will there be work in, or adjacent to, a designated historic or archaeological area? If yes, describe the historic/archaeological site. How will the proposed work affect it? Contact the Michigan Historical Center, Michigan Department of State, Environmental Review (517-335-2721), to determine if there are historic/archaeological sites in the area of the proposed work.
6. Wetlands: Will the project cross wetlands at a new location, or place roadway embankment fill, bridge, or culvert into wetlands along watercourses, or place grade lifts with toe of slopes which will extend into adjacent wetlands? If yes, describe the type and extent of the work. Contact the district office of the MDEQ to determine if wetlands are located in the project area.
7. Streams/Lakes/Drains/State natural rivers/Federal Wild and Scenic Rivers: Will the project cross watercourses and require widening, replacing, or constructing a bridge? Will the project require replacing, extending, or constructing a culvert? Will it require channelization of a stream, or any out-letting into a watercourse? If yes, describe the type and extent of the work.
8. Flood Plains: Will the project require widening, replacing, or constructing a bridge? Will the project require extending, replacing, or constructing a culvert? Or will it require channelization of a stream or placement of road embankment fill at the approach to a bridge or culvert or paralleling of a stream? Or will it require improving access to an area near a watercourse? If yes, describe the type and extent of the work.
9. NPDES: Will the project require any work described in items 6, 7, or 8? If yes, a permit may be required. A 404 permit is needed to discharge dredged or fill material into water. A 10 permit is needed to work in, over, or under navigable

water. An Act 451, Part 301 permit is needed for any activity affecting an inland lake or stream. An Act 451, Part 303 permit is needed to dredge, fill, or drain surface water; or construct, operate, or maintain any use or development in a wetland. An Act 451, Part 31 permit is needed to occupy, fill, or grade lands in a floodplain. An Act 451, Part 31 permit is needed to construct, dredge, fill, or grade in a high risk erosion area, flood risk area, or designated environmental area; or alter drainage or vegetation. Check the permit(s) needed and give a schedule for obtaining the permit. Contact the district office of MDEQ to determine which, if any, permits will be needed.

10. Coastal Zone/Critical Dune Protection Area: Is the project in a county adjacent to one of the Great Lakes or a connecting waterway, and will work extend beyond the existing curb or shoulder? If yes, will the work affect any waterway? If yes, how? Contact MDEQ to determine if the project is located within a coastal zone.
11. Endangered Species/Permit Required: Will there be work outside the existing shoulders or curbs, road widening, bridge widening/replacing, or culvert extending/replacing? If yes, contact MDNR's Wildlife Division at 517-373-1263 to determine if threatened or endangered plant or animal species are located in the project area. If yes, describe the type and population, of threatened or endangered animal or plant species in the project area.
12. Tree Removal: Will trees be removed? If yes, is the area of removal residential or does it have important cultural or natural scenic resources? Will tree removal be controversial?
13. Inconsistent with Local Development Plans: Is the project consistent with local development plans? Contact the local planning agency or governmental unit to determine consistency with development plans. Describe any inconsistencies with local development plans.
14. Change in Developed Land Uses: Will there be any changes in developed land uses due to construction? Will acquisition of right of way reduce the use of any properties (such as reclaiming right-of-way which a business was using for parking)? If yes, what changes will occur? Contact the local planning agency or governmental unit for land use information.
15. Change in Access Control or Level: Will the project change access from free to limited (reducing access) or from limited to free (increasing access)? Is the project on a new location (which will provide new access)? Or will it permanently close a local road or any existing driveways? If yes, how will access be changed? Will there be a loss or change of parking? If yes, describe.

16. Change in Facilities for Pedestrians or Bicyclists: Will existing pedestrian and/or bicyclists facilities be changed or removed? If yes, describe. Will any pedestrian/bicyclist facilities still be available?
17. Detour/Temporary Road/Ramp Closure: Will a detour, temporary road or ramp closure be needed? If yes, which streets will be used for the detour, how long will the detour last, how long is the detour route, and what upgrading is needed to prepare for the detour (such as signalization or street improvements)?
18. Hazardous Waste: Will there be grading? Is right-of-way needed? Contact MDEQ's Environmental Response Division at 517-373-9540 to determine if hazardous waste sites are located in the project area (including grading and proposed right-of-way sites). If there are, describe the sites and the extent of contamination. A site inspection should also be conducted to determine possible contamination.
19. Noise: Will a detour be used? Will there be major new construction? Or will the project move traffic closer to residences, schools, churches, or other noise-sensitive sites? Will future traffic increase noise levels at sensitive sites? If yes, what change in noise levels is expected? Will increases be temporary or permanent?
20. Air Quality: Will a detour be used? Will there be major new construction? Or will the project move traffic closer to residences, schools, churches, or other sensitive sites? Will future traffic decrease air quality levels at sensitive sites? If yes, what change in air levels is expected? Will decreases be temporary or permanent?
21. Subject of Controversy: Are there any issues which may cause controversy? Has opposition already developed? If yes, what is the subject, and extent, of the controversy?
22. Any Other Issue: Are there any special issues which may affect the proposed project? If yes, describe the issue and how it may affect the proposed project.

**Impact Evaluation:** If "yes" is marked for any of the above 22 factors, a full description of the extent of the factors' impacts must be provided.

**Proposed Schedule:** If the cumulative impacts of all the factors indicate that an Environmental Assessment (EA) or Environmental Impact Statement (EIS) is warranted, or the applicant has determined that an EA or EIS is otherwise necessary, indicate the proposed schedule for completing these items.

**Documentation Preparer Identification:** Identify the party responsible for preparing the environmental documentation. This person may be contacted to provide clarification of the information provided, or to supply additional information. All documentation must clearly support the applicant's assessment of the environmental impacts of the proposed project.

**Certification and Signature:** The signatory to Attachment E certifies that the project impacts have been, or will be, considered; will comply with all applicable state and federal environmental laws, regulations, and requirements; and the applicant will obtain and comply with all necessary environmental permits. Signing of this document is necessary for the application to be considered.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT F: TRANSPORTATION PROJECT INFORMATION

Attachment F must be completed for each transportation project necessary to serve the economic development or redevelopment site. As noted on page 5, a transportation project is "a road segment that differs due to a jurisdictional, traffic or condition change." See page 5 for examples of separate transportation projects.

When the application incorporates transportation projects from more than one road agency (state, county, city/village), separate forms must be submitted for each jurisdictional agency.

1. Transportation Project Identification: Indicate which jurisdiction has responsibility for construction and maintenance of the road section to be constructed or improved.
2. Identify the road segment to be constructed or changed, including route number or street name, and the boundaries of the proposed work. **For example:**

<u>Route No./Street Name</u>	<u>From</u>	<u>To</u>
Main Street	Elm Street	Walnut Street

3. Identify both the county and the city, village, or township in which the transportation project is located. Again, if more than one county or local agency has jurisdiction, submit separate forms for each jurisdiction.
4. Milepoint Information: If applicable, include the beginning and ending milepoint for the transportation project(s). This information is to assist the applicant in identifying the transportation project and is not required for use by the Office of Economic Development.
5. Indicate the type of improvement proposed. Check as many as apply.

A **Capacity** improvement is needed for roadways with a high traffic volume which exceeds the maximum number of vehicles that can travel along a segment of road under acceptable operating conditions. **For example:** widen to four lanes describes a capacity-type improvement.

A **Condition** improvement involves a roadway where more than 25 percent of either the base or surface of the road length has deteriorated. This type of improvement does not add *capacity* to the road. Examples include resurfacing,

reconstruction, or minor widening (half-mile or less, or under \$500,000). **Please note:** Routine maintenance is excluded as an eligible cost for Category A funding.

A **Safety** improvement describes a project which will contribute to the prevention of accidents. Examples include the addition of turn lanes, flattening a slope, or straightening a curve.

A **Site-Access** project improves the efficiency of travel into and out of the site of the economic development project. Turn flares, or new roadways are examples. Driveways are not eligible.

6. Indicate the type of work proposed to correct the capacity, condition, safety, or site-access problem. Check as many as apply.
7. Describe the transportation project for which Category A funding is requested. The narrative should describe: a) the current situation; b) the project required to support the economic development project; and c) how the change will address the transportation need. Include information under item 8.c. on how the project will reduce the transportation cost to the employer, customers, or other highway users.

**Example:**

- a. *The current roads providing access to the plant site are heavily congested. Trucks trying to enter the plant are required to make a left turn on a busy street with no left-turn lane available. Accidents have increased dramatically over the past three years and the planned expansion of the plant will create additional capacity and safety problems.*
  - b. *The proposed project will widen the road from four to five lanes and signalize the intersection where truck and employee traffic enter the plant.*
  - c. *Improvements will increase safety and reduce congestion and travel time for both employees and suppliers. The reliability of the new service level will enable close coordination between production and product delivery. This is essential because of the "just-in-time" delivery system required of the company.*
8. List the anticipated costs for the transportation project by work component. Indicate the amount of the total cost requested from Category A funding and the amount to be applied as local match. The Cost column is the sum of Category A Amount Requested and Local Match.

**Please note:** Costs incurred as local match are not subject to reimbursement from the grant.

If the total local match for this transportation project is less than 20 percent of the total cost, provide a statement of justification and a request for waiver. A waiver for the required local match only applies when circumstances demonstrate a severe financial hardship. Waivers should be requested in a letter to the Office of Economic Development, and should be forwarded with the application.

**Please note:** It is not necessary to match each work component individually with 20 percent local match. Local match can be comprised of part or all local costs incurred for the work components.

Frequently, local agencies prefer to complete the preliminary engineering and design work prior to submitting the TEDF application. This approach allows the applicant to determine with greater certainty what the actual costs of construction will be.

As noted previously, if any of the project costs will be paid for with school taxes captured through a Tax Increment Finance (TIFA) district, a letter of support from the local school district will be necessary as part of Attachment C. If the TIFA monies involve captured non-school taxes only, a letter from the local school district will not be needed.

It should also be noted, all projects receiving a grant are subject to audit by the department after completion of the project. Records will be necessary for any costs used as local match or reimbursed from the grant. It should be noted that the final eligible costs for match will be determined after an audit.

### **ENGINEERING COSTS**

It is important to note that if the grant applicant seeks to receive local match credit for any engineering costs (e.g., early preliminary engineering, preliminary engineering, or construction engineering), there are certain minimum requirements which must be met. Similarly, when the grant applicant seeks to be reimbursed by the grant for any of its engineering work, such work must be authorized in writing under terms of a state-local agreement with MDOT's Engineering Services Division, prior to incurring any costs or selecting a consulting engineer.

**If you are planning to use the cost of early preliminary engineering, preliminary engineering, or construction engineering as local match credit, or if you plan to request reimbursement from grant monies for such costs, contact MDOT's Engineering Services Division, Local Agency Section, to begin the programming**

and local agreement process. This is necessary prior to incurring any costs or selecting a consulting engineer. You can reach the Local Agency Section at 517-373-9570.

Due to audit requirements, if you seek to receive either match credit or reimbursement for engineering costs, special care needs to be taken in documenting such costs. In order for engineering costs to be fully funded at the end of the project, the costs must be specified in the state-local agreement developed between the road agency and the Michigan Department of Transportation. Procurement of engineering services work must be accomplished on a competitive basis where the road agency plans to use a consulting firm to perform the engineering. In cases where the agency will perform the engineering, the local road agency must maintain cost accrual records on expenses. These records are subject to audit by the department.

### **RIGHT-OF-WAY COSTS**

Land necessary for the road improvement is eligible as a project cost. Right-of-way can be used as match if the land is being donated by private entity, or is being purchased or has recently been purchased by the local agency. Land not needed for road right-of-way, but which is in a lot or parcel, is not eligible as match or as a reimbursable cost.

Documentation of the value of the right-of-way is necessary in order for it to be an eligible cost. As is the case with engineering costs, certain minimum requirements must be met in order to use right-of-way as match or to be reimbursed from grant monies. The grant applicant will need to provide documentation of the right-of-way value (fair market appraisals).

In addition, if the applicant seeks to be reimbursed by the grant for any of its right-of-way costs, these costs must be authorized in writing under terms of a state-local agreement. Contact the Local Agency Section at 517-373-9570 if you are planning to use right-of-way as match credit or as a reimbursable cost.

### **OTHER INFRASTRUCTURE**

Water, sanitary and storm sewer service to the development must be available, underway, or committed. The cost of moving existing services due to the roadway construction is an eligible EDF cost and should be listed under "Other." In addition, the cost associated with the portion of new storm sewer service necessitated by run-off from only the roadway itself is an eligible EDF cost and should be listed under "Other."

**Please Note:** In order to be eligible for reimbursement of any costs associated with water, sanitary or storm sewer service, the work cannot be done prior to authorization in writing under terms of a state-local agreement with MDOT's Engineering Services Division, Local Agency Section.

9. List the month and year road construction is expected to begin. If this project will be constructed over two or more construction seasons, list the years for both beginning and completion of construction.

Please keep in mind projects cannot be advertised for bidding until after the grant has been announced by the State Transportation Commission and reviewed by the State Legislature.

**Please note:** As indicated previously, the State Transportation Commission has established a policy that the construction contracts of all road projects funded with Category A monies be initiated within two years of the grant award. Projects not initiated within that time frame will be reviewed and a determination made whether to redirect the grant monies to other projects, or to grant an extension for completion of the project.

10. Provide funding source information for the match amount. Indicate whether the match is from a local agency, private economic development firms, or other agencies. If more than one type or source of match is involved, indicate the dollar amount for each. Attach additional pages if necessary.
11. Indicate the existing condition and proposed change for the seven items listed.

If the project is for the construction of a new roadway, leave "Existing Condition" blank. The codes for "Surface Type" are listed in number 12 below. The codes for "Base Condition" are listed in number 13 below.

Pavement Management Systems (PMS) are available to provide consistent measurements of the surface condition of the road. Include the "PMS Surface Rating Number" for existing roads and the proposed PMS Surface Rating for a 10- to 15-year design life. For new roads, not yet constructed, list only the proposed PMS Surface Rating.

Michigan Technological University (MTU) has information on the PASER Pavement Management System. The PASER System uses a rating system from 1 (very poor) to 10 (excellent). Other PMS systems can be used, however, the numbers need to be converted to the 1-to-10 rating system in order to avoid confusion. Information and assistance in using the PASER System is available through MTU's Local Technical Assistance Center at 906-487-2102.

12. Surface Type Codes:

- 1 = Gravel and similar
- 2 = Bituminous surface
- 3 = Concrete
- 4 = Freeway-designed bituminous concrete on aggregate base
- 5 = Other

13. Condition Codes:

- 1 = Excellent
- 2 = Good
- 3 = Fair
- 4 = Poor
- 5 = Very poor

14. Complete this section for all proposed road projects. If the project is for construction of a new roadway where none currently exists, leave the "Existing" column blank. The final column is for "Design Year Traffic," which is the estimated traffic 15 years after completion of the road project.

**Average Daily Traffic (ADT)** is the average number of vehicles traveling daily along a segment of roadway. ADT information must be based on recent traffic counts, and should not be older than two years.

**30th High Hour (DHV)** is the design hour traffic volume that was exceeded by 29 hourly volumes. For divided highway, enter the directional 30th high hour.

**Percent Commercial Vehicles** is the percent of ADT that includes buses, single-units (over 10,000 pounds GVW) and combination trailer trucks daily along a segment of roadway. The traffic information should not be older than two years. Code in whole percentages only.

**Level of Service** is a qualitative measure describing operational conditions within a traffic stream during 30th high hour (see above). Below is an explanation on the calculation of level of service (LOS).

a. Level of Service "D" Capacities

The first phase of determining level of service (LOS) is based on a capacity at LOS "D" and then converting this capacity to the appropriate level code (A-F).

The information provided in Table A, page 34 and 35, assumes that the route:

- Carries less than seven percent commercial traffic;
- Has a lane width of eleven feet (or twelve feet for a freeway link);
- Is within an urbanized area of between 200,000 and 1,000,000 inhabitants;
- Allows no parking on either side; and
- Is not within the central business district.

Capacities for routes whose attributes do not fit the above assumptions may be adjusted using factors available under Capacity Adjustment Factors on page 36 and 37.

The process for determining a capacity at LOS "D" is as follows:

1. Determine the National Functional Classification (NFC) of the route (e.g. principal arterial, collector, divided roadways, etc.).
2. Sum the number of through lanes (in both directions) on the route.
3. Determine if the route is signalized or un-signalized. If un-signalized, determine if the route is rural or urban in nature. If the route contains signals, determine appropriate signals per mile category. (See the table below.)
4. Choose appropriate capacity from the table below.

<b>TABLE A</b>					
# thru lanes	Not Signalized		Signalized (signals per mile)		
	Rural	Urban	0.1 - 2.5	2.51 - 5	> 5
	<b>Principal Arterials</b>				
2	12,917	15,000	16,444	14,667	11,444
3	14,833	17,300	18,889	16,889	13,111
4	42,000	42,400	33,556	30,778	24,222
5	48,333	48,800	38,556	35,444	27,889
	<b>Minor Arterials</b>				
2	12,250	13,500	14,333	12,556	9,222
3	14,083	15,500	16,444	14,444	10,667
4	34,417	34,500	29,333	26,444	18,444
5		39,600	33,778	30,444	21,222
	<b>Collectors</b>				
2	10,333	8,900	9,444	8,333	6,111
3	11,917	10,200	10,778	9,556	7,000
4		18,600	15,778	14,333	10,000
5			20,889	19,000	12,889

TABLE A					
Divided Roadways					
4	45,000	48,000	43,556	38,000	31,778
Freeways					
4	56,000	68,936			
6	83,909	103,404			
One-Way Roads					
2		21,818	19,818	16,636	16,091
3		32,909	29,818	25,273	24,545
Ramps					
	free-flow	non free-flow			
1	12,000	8,850			
2	24,000	18,300			

b. Conversion of LOS Code (A-F)

To determine LOS to which capacity is to be converted, use the multipliers listed in Table B. For freeways, use Category 1. Divided roadways, one-way routes, and ramps utilize Category 3. Principal Arterials, Minor Arterials, and Collectors having four or more lanes also use Category 3. Principal Arterials, Minor Arterials, and Collectors having less than four (two or three) lanes utilize Category 2.

TABLE B			
LOS	Category 1	Category 2	Category 3
A	0.38	0.23	0.41
B	0.58	0.42	0.63
C	0.83	0.67	0.81
D	1.00	1.00	1.00
E	1.08	1.56	1.25

The resulting capacity is the capacity at a given LOS prior to introducing further adjustment factors. Here are two examples:

**Example 1:**

*Characteristics of road:*

*NFC = rural collector*

*number of through lanes = 2*

*not signalized*

*default capacity = 10,333*

*Analysis:*

*conversion to LOS "C":*

*LOS "C" capacity = LOS "D" capacity \* multiplier (Category 2)*

$$= 10,333 * 0.67$$

$$= 6,923$$

*Thus, if your road is currently around 6,000-7,000 ADT, it is operating at LOS C.*

**Example 2:**

*Characteristics of road:*

*NFC = urban minor arterial*

*number of through lanes = 2*

*signalized (2.51 - 5 signals per mile)*

*default capacity = 12,556*

*Analysis:*

*conversion to LOS "E":*

*LOS "E" capacity = LOS "D" capacity \* multiplier (Category 2)*

$$= 12,556 * 1.56$$

$$= 19,587$$

*Thus, if you have a road with 19,000-20,000 ADT that is two lanes, the LOS would be an E.*

c. Capacity Adjustment Factors

As mentioned above, there are five assumptions upon which default capacities are determined (see page 31). Default capacities may be adjusted using the

following factors: percent commercial traffic factor, lane width factor, urban area size factor, parking factor, and central business district factor.

Percent Commercial Traffic

Use Category 1 Factors for divided roadways and freeways. Use Category 2 for all other routes.

Percent Commercial Traffic Factors			
Category 1	Factor	Category 2	Factor
< 6%	1.00	< 6%	1.00
7% - 9%	0.98	7% - 8%	0.98
10% - 12%	0.96	9% - 10%	0.96
13% - 16%	0.93	11% - 13%	0.94
> 16%	0.90	14% - 17%	0.90
		> 17%	0.87

Lane Width

Use Category 2 for all **signalized** routes. **All** one-way roads and **all** ramps also utilize only Category 2. For freeways, use Category 1. **All un-signalized, divided roadways** use Category 3. Other un-signalized routes using Category 3 are Principal Arterials, Minor Arterials, and Collectors with four or more lanes. Principal Arterials, Minor Arterials, and Collectors with less than four (two or three) lanes utilize Category 4.

Lane Width Factor				
Width	Category 1	Category 2	Category 3	Category 4
12'	1.00	1.03	1.04	1.07
11'	0.97	1.00	1.00	1.00
10'	0.91	0.96	0.93	0.91
9'	0.81	0.93	0.82	0.76

Other Factors

Urban Area Size Factor	
Areas with Population:	Factor
< 200,000	0.95
200,001 to 1 million	1.00
Over 1 million	1.11

Parking Factor	
No parking allowed on route	Factor = 1.00
Parking on 1 side, on route with more than 2 lanes	Factor = 0.97
Parking on 1 side, on route with 1 or 2 lanes	Factor = 0.95
Parking on 2 sides, on route with more than 2 lanes	Factor = 0.95
Parking on 2 sides, on route with 1 or 2 lanes	Factor = 0.90

Central Business District (CBD) Factor
Factor of 0.95 is applied for all routes within the CBD

Conversion from Daily to Hourly Capacity

To determine the hourly capacity figure, multiply the daily capacity by the appropriate peak hour factor (phf) as follows:

Route Type	Non-Signalized		Signalized		
	Rural	Urban	0.1 - 2.5	2.51 - 5	> 5
Principal Arterial	0.12	0.10	0.09	0.09	0.09
Minor Arterial	0.12	0.10	0.09	0.09	0.09
Collector	0.12	0.10	0.09	0.09	0.09
Divided	0.12	0.10	0.09	0.09	0.09
Freeway	0.11	0.094	N/A	N/A	N/A
One-Way	N/A	0.11	0.11	0.11	0.11
Ramp	0.10	0.10	N/A	N/A	N/A

Final Capacity Equation

Final Hourly Capacity = default capacity \* (percent commercial factor) \* (lane width factor) \* (urban area size factor) \* (parking factor) \* (CBD factor)

Refer to the 3rd Edition of the Highway Capacity Manual Special Report 209 for routes whose attributes do not fit default values. Or, if you need assistance, contact Dave Kiter at 517-335-4627.

\* Sources: Highway Capacity Manual Special Report 209  
Travel Demand Analysis Section Capacity Table (MICHIGAN DEPARTMENT OF TRANSPORTATION)

15. Complete this section for safety projects only. Provide a narrative **summary** of the accident history of the roadway, including number and accident severity. Copies of State Police MALI reports do not need to be sent. In addition, describe how the proposed project will remedy the accident problem.
16. Indicate whether this project has been included in the Metropolitan Planning Organization (MPO) Transportation Improvement Plan (TIP), or the State Transportation Improvement Program (STIP). If not, indicate when the project will be added.

Please note: The project is not required to be on a TIP in order to be awarded a Category A grant. The project will, however, need to be added to the TIP prior to expending any grant monies.

If the project is included in a TIP, indicate the year, page number, and item number in the TIP where the project is listed.

In southern lower Michigan, there are 6 counties which are considered air quality non-attainment areas and 9 counties which are in a maintenance area. Certain types of transportation projects in those counties are required to be included in an air quality conformity analysis. The counties are:

Non-Attainment Counties

Allegan  
Bay  
Genesee  
Midland  
Muskegon  
Saginaw

Maintenance Area

Kent  
Livingston  
Macomb  
Monroe  
Oakland  
Ottawa  
St. Clair  
Washtenaw  
Wayne

For projects located in any of the above counties, indicate whether the project was included in the air quality conformity analysis. If not, explain why.

For example, certain types of projects are exempt from the requirement that a conformity determination be made. Such projects may proceed toward implementation even in the absence of a conforming transportation plan and TIP.

Examples of projects exempt from an air quality conformity analysis include, but are not limited to:

- Railroad/highway crossing;
- Safer non-federal-aid system roads;
- Shoulder improvements;
- Safety improvements;
- Traffic control devices and operating assistance other than signalization projects;
- Railroad/highway crossing warning devices;
- Pavement resurfacing and/or rehabilitation;
- Adding medians;
- Truck climbing lanes outside the urbanized area;

- Widening narrow pavements or reconstructing bridges (no additional travel lanes);
- Intersection channelization projects;
- Signalization projects at individual intersections;
- Interchange reconfiguration projects; or,
- Changes in vertical and horizontal alignment.

17. Indicate whether any federal monies will be used for any of the project costs. If so, list the type of federal monies which will be used.

### **CERTIFICATION**

Each Attachment F must be signed in ink by the director of the road agency having jurisdiction for that road segment. By signing the attachment, the individual certifies the information provided is accurate, that a minimum of 20 percent of the total costs of the transportation project will be from non-EDF monies, the agency will complete the project, and the agency is an equal opportunity employer.

## CATEGORY A

### APPLICATION FORM INSTRUCTIONS ATTACHMENT G: COSTING WORKSHEET

The costing worksheet is to assist with developing a cost estimate for the proposed transportation project(s). One form needs to be completed for each transportation project submitted and should support the information provided in Attachment F.

1. List the route number or street name of the proposed project along with the project limits (from and to).
2. The costing worksheet breaks out components of the construction phase for individual cost consideration. Please check all items within the construction costs section that apply to the transportation project and complete the estimated cost for the appropriate sections. The total construction cost figure should support the cost figure for Road Construction in number 8 of Attachment F.
- 3-6. EDF grants are limited to public roads only. Further, the road must be open to truck traffic and the road must be built to all-season design standards. Therefore, the cost estimates should reflect all-season standards. Please indicate the current and planned use of the road in Questions 3-6.
7. Indicate whether there is a local ordinance requiring specific minimum design standards (e.g. concrete). If yes, include a copy of the local Class A road design standards.
8. Any special construction problems which may affect cost should be noted (e.g. subsurface condition or drainage). Also, an explanation with supporting evidence is needed to justify costly right-of-way acreage.
9. If the transportation project includes right-of-way, complete the Right-of-Way section of the costing worksheet. The estimated cost should support the cost figure for right-of-way in number 8 of Attachment F. Refer to page 29 for requirements pertaining to eligible right-of-way and necessary documentation.

## **CATEGORY A**

### **APPLICATION FORM INSTRUCTIONS ATTACHMENT H: MAPS**

A map is required showing the location of the project(s), its relationship to the economic development and the rest of the local road system. In addition, traffic volume maps are required showing traffic flows for the area surrounding both the economic development and the transportation projects(s). Both current traffic and traffic with the development in place must be provided.

A detailed engineering map is not required as part of the application. Standard 8-1/2-by 11-inch maps are adequate.

The map of the transportation project should also clearly identify the location of the development. This information is necessary to determine whether there is a transportation need, what safety factors should be considered, and how critical each individual road project is to the development.

Mail completed application and attachments to:

Michigan Department of Transportation  
Office of Economic Development  
425 W. Ottawa  
Lansing, Michigan 48933

If you have any questions, please call 517-335-1069.

## GLOSSARY OF TERMS

**Accessibility** - Provides or improves access to the site of an economic development project.

**Accident History** - The number of accidents that have occurred in the area affected by the *transportation project* over the past five years; the total number of accidents by severity, by year. Information can be obtained from the Michigan State Police MALI records.

**Average Daily Traffic (ADT)** - The average number of vehicles traveling daily along a segment of roadway. Average daily traffic information must not be older than two years.

**Capacity** - The maximum number of vehicles that can travel along a segment of road under acceptable operating conditions.

**Certification Statement** - A statement required to be submitted by an authorized official of the *lead applicant* agency, which certifies that all the statements in the application to the TEDF are true.

**Commercial Vehicle Traffic** - The number of buses, single-unit (over 10,000 gross vehicle weight) and combination trailer trucks traveling daily along a segment of roadway. Average commercial traffic information must not be older than two years.

**Condition Improvement** - Resurfacing, reconstruction, or minor widening. A condition improvement does not add *capacity* to the road.

**Current Roadway Data** - The current road information based on field surveys. The impact of the *economic development project* is not included in this information.

**Economic Development Project** - The private investment in one of the *target industries* that generates the need for the proposed *transportation project(s)*. This can be a complete, separate facility, or the incremental expansion of, reinvestment in, or redevelopment of an existing plant.

**Eligible Applicant** - The Michigan Department of Transportation, a county road agency, or a city or village street agency.

**Evidence of Financial Viability** - Demonstration of the likely profitability of the proposed *economic development project*. Examples include annual reports, business plan summary, or reference letters from credit organizations.

**Full-Time Equivalent Positions (F.T.E's.)** - The total number of hours worked annually, including paid holidays, sick leave, and vacation days, divided by 2080.

**Indirect Jobs** - Jobs that may be created in or attracted to an area by the proposed *economic development project* which are the result of spending by local employees at the project, but which are in other sectors of the local economy, such as retailing. Jobs that are the result of the "multiplier effect" of basic income, and which are not to be counted in the total of employment attributable to the proposed *economic development project*.

**Lead Applicant** - The agency responsible for coordination of the project and the application, when transportation projects involve more than a single road agency.

**Level of Service** - A qualitative measure describing operational conditions within a traffic stream during the 30th high hour.

**Local Match** - The amount of funds or in-kind contributions, such as right-of-way, provided by all non-TEDF sources toward the total eligible costs for the *transportation project*.

**Location Factor** - Attributes of a site that are considered by an industry in locating its facilities. These will be different for each industry. Examples include, freeway access, land price, proximity to natural resources, suppliers or markets, or quality of life in the surrounding community.

**Non-Transportation Infrastructure** - Public investment and utilities, other than roads: storm drainage, sanitary sewer, water supply, electric or gas service, and fire service adequate to serve the development.

**Permanent Jobs** - Employment at the proposed *economic development project* by the investor, as distinguished from temporary employment in construction and related industries during construction of the plant. Intermittent or part-time jobs can be included if the positions are regularly scheduled on a seasonal basis.

**Redevelopment** - Efforts to assist or encourage job creation or retention in an area having experienced or having significant potential to experience job loss.

**Resolution of Support** - A certified document of a resolution by the governing body.

**Retained Jobs** - Jobs that would be transferred outside of Michigan, laid off, or lost due to closure of the firm.

**Safety Improvement** - A *transportation project* which will contribute to the prevention of accidents.

**Site-Access Improvement** - A project that improves the efficiency of travel into and out of the site of the economic development project. Turning flares, or new roadways are examples.

**Site Plan** - Architectural drawings showing the location of the *economic development project* and disclosing the intended use of all space at the site. This would include, but not be limited to, building size and locations, access to the site, parking and internal circulation on the site.

**Support Services** - Basic community services, usually provided by local governmental agencies or private providers, such as solid and hazardous waste disposal, fire and police protection.

**Target Industries** - One of the following industries:

- Agriculture and food processing
- Tourism
- Forestry
- High-technology research
- Manufacturing
- Mining
- Office centers of not less than 50,000 square feet

**Tourism** - Attraction of visitors to the natural, historical or cultural resources of Michigan.

**Travel Demand** - Estimated *average daily volume of trips* generated by the *economic development project*. This includes both *passenger* and *commercial vehicle traffic*.

**Transportation Project** - A road segment that differs because of jurisdiction, traffic, or condition change.

**Type of Improvement** - A transportation need to be addressed by the transportation project. The four eligible types are: *condition, safety, capacity, or site-access*.

**30th High Hour** - Design hour traffic volume that was exceeded by 29 hourly volumes.

**MICHIGAN TRANSPORTATION ECONOMIC DEVELOPMENT FUND  
CATEGORY A: ECONOMIC DEVELOPMENT AND REDEVELOPMENT**

**APPLICATION**

*This information required by Public Act 231 Of 1987, as amended.*

If this application is submitted by two or more agencies, attach a list of cooperating agency(ies).  
Include the agency name, mailing address, and phone number for every agency listed.

**All agencies must sign the certification statement on Attachment F.**

GENERAL INFORMATION			FOR OFFICE USE ONLY
1. INDICATE THE APPLICANT OR LEAD AGENCY (Check One Only). <input type="checkbox"/> Michigan Department of Transportation <input type="checkbox"/> County Road Agency <input type="checkbox"/> City or Village Street Agency			APPLICATION I.D. NO.
2. ROAD AGENCY CONTACT PERSON	TITLE	DATE RECEIVED	
AGENCY NAME			
MAILING ADDRESS			
CITY	STATE	ZIP CODE	
3. COUNTY	4. PHONE NO. (       )		
5. CONTACT PERSON FOR FOLLOW-UP QUESTIONS (If different than #2 above)			
CONTACT PERSON	TITLE		
AGENCY NAME	PHONE NO. (       )		
MAILING ADDRESS			
CITY	STATE	ZIP CODE	
6. HAS THIS REQUEST BEEN SUBMITTED PREVIOUSLY? <input type="checkbox"/> YES <input type="checkbox"/> NO			

**DEVELOPMENT TRAFFIC GENERATION**

7. Complete the following for the increased traffic expected to be generated by the economic development or redevelopment at opening (construction of first transportation project). If the development is phased, also complete the traffic data at build-out (completion of final phase of the development).

	AT OPENING	AT BUILD-OUT	PERCENTAGE TRAFFIC APPROACH BY DIRECTION			
			NORTH	SOUTH	EAST	WEST
TOTAL DAILY TRIPS			%	%	%	%
DAILY COMMERCIAL TRIPS			%	%	%	%
PEAK HOUR TRIPS			%	%	%	%
PEAK HOUR COMMERCIAL TRIPS			%	%	%	%

## ATTACHMENT A-1 NEW OR EXPANDING DEVELOPMENTS

*This information is required by Public Act 231 of 1987, as amended.*

Complete a separate copy of this form for each firm which will occupy the economic development.

**PLEASE REFER TO THE INSTRUCTIONS.**

<b>1. ECONOMIC DEVELOPMENT IDENTIFICATION</b>			<b>FOR OFFICE USE ONLY</b>
CONTACT PERSON	TITLE		APPLICATION I.D. NO.
NAME OF FIRM			DATE RECEIVED
MAILING ADDRESS			
CITY	STATE	ZIP CODE	PHONE NUMBER (       )
PRIMARY S.I.C. CODE	FEDERAL I.D. NUMBER	2. DEVELOPMENT INVESTMENT AMOUNT \$	

3. DESCRIBE THE FIRM/COMPANY (include type of industry/project, major activities, products made, etc.)

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4. NUMBER OF FULL-TIME EQUIVALENT JOBS (FTE'S). These numbers should not include construction or indirect jobs.

	NUMBER OF JOBS	AVERAGE ANNUAL SALARY	YEAR
CURRENTLY EMPLOYED			
JOBS LOST TO MICHIGAN (If the transportation improvement is not made.)			
TRANSFERS INTO STATE			
NEWLY CREATED JOBS			

5. ESTIMATE THE NET CHANGE IN GOVERNMENTAL REVENUES ATTRIBUTABLE TO THE ECONOMIC DEVELOPMENT PROJECT.

	PROPERTY TAX	CITY INCOME TAX	GOVERNMENTAL ENTITY
INCREASE OR DECLINE AVERTED			

6. IF THE PROPOSAL IS FOR AN OFFICE CENTER, WHAT IS THE TOTAL SQUARE FEET OF BUILDINGS? \_\_\_\_\_ Sq. Ft.

7. IF THE PROPOSAL IS FOR A TOURISM DEVELOPMENT, COMPLETE THE FOLLOWING:

	WINTER	SUMMER	SPRING	FALL	TOTAL
CURRENT NUMBER OF VISITORS					
ESTIMATED INCREASE					
TOTAL VISITORS					
AVERAGE DURATION OF VISIT	HOURS	DAYS	PERCENTAGE OF VISITORS FROM OUTSIDE MICHIGAN _____ %		

8. DESCRIBE THE LOCATION FACTORS CONSIDERED BY THE FIRM, INCLUDING OTHER LOCATIONS CONSIDERED AND HOW THE TRANSPORTATION PROJECT(S) RELATE TO THE LOCATION/EXPANSION DECISION. (Attach additional page if necessary.)

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9. ARE THE ROADS USED FOR YOUR SHIPMENTS SUBJECT TO SEASONAL LOAD RESTRICTIONS?  YES  NO

If YES, explain what special measures you use to ship and receive goods during that time and what costs you incur, e.g. transloading, additional truck costs, layoffs, etc. See the instructions for further explanation. (Attach additional page if necessary.)

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10. WHAT IS THE STATUS OF THE ECONOMIC DEVELOPMENT?  
CHECK MOST CURRENT STATUS.

- THE EXPANSION/NEW LOCATION BEGAN IN:
- THE FIRM HAS COMMITTED TO LOCATE OR EXPAND BY:
- THE EXPANSION/NEW LOCATION WAS COMPLETED IN:
- CURRENTLY IN NEGOTIATIONS  NO NEGOTIATIONS

MONTH	YEAR

11. HAS THE LAND BEEN ACQUIRED FOR DEVELOPMENT?  YES  NO if NO, what is the status of acquiring the land?  
 IN NEGOTIATIONS

12. EXPECTED DATE OF OWNERSHIP (month/year): \_\_\_\_\_  OPTION TO PURCHASE

13. CHECK WHICH UTILITIES ARE CURRENTLY AVAILABLE. IF NOT AVAILABLE, INDICATE WHEN THE UTILITIES WILL BE AVAILABLE.

	CURRENTLY AVAILABLE		CURRENTLY AVAILABLE	
GAS/ELECTRIC	<input type="checkbox"/>	WILL BE AVAILABLE MONTH   YEAR	<input type="checkbox"/>	SANITARY SEWER
WATER	<input type="checkbox"/>		<input type="checkbox"/>	STORM DRAINAGE

**CERTIFICATION**

ALL SIGNATURES MUST BE SIGNED IN INK.

To the best of my knowledge, all information included on this form is true and correct. This document is a matter of public record. If any of the information provided is of a sensitive nature, please indicate so.

Please Note: MDOT's Office of Economic Development is required to follow up with the firm after the expansion/location is complete to verify actual job creation and development investment. A letter will be sent to the firm's contact person at that time for response to the Office of Economic Development.

SIGNATURE OF REPRESENTATIVE OF THE FIRM/COMPANY	DATE
NAME & TITLE (Typed)	PHONE NUMBER (      )

## ATTACHMENT A-2 REDEVELOPMENT PROJECTS

*This information is required by Public Act 231 of 1987, as amended.*

Complete a separate copy of this form for each firm which has closed or is closing.

**PLEASE REFER TO THE INSTRUCTIONS.**

<b>1. IDENTIFICATION OF CLOSED OR CLOSING FIRM</b>		<b>FOR OFFICE USE ONLY</b>
NAME OF FIRM		APPLICATION I.D. NO.
STREET ADDRESS	CITY	DATE RECEIVED

ACTIVITIES OF FIRM

**2. JOBS IMPACTED** (Include only jobs existing at the firm before closing.)

NUMBER OF JOBS LOST	AVERAGE ANNUAL SALARY OF LOST JOBS	LENGTH OF TIME JOBS LOST		PLANNED CLOSURE DATE
		YEARS	MONTHS	

**3. HOW MANY OF THE DISPLACED WORKERS CAN BE OR HAVE BEEN EMPLOYED LOCALLY?**

**4. HOW MANY OF THE DISPLACED WORKERS CAN BE OR HAVE BEEN TRANSFERRED TO OTHER COMPANY SITES?**

**5. IF WORKERS WERE/ARE BEING TRANSFERRED, WHERE ARE THE OTHER SITES LOCATED?**

**6. DESCRIBE ANY RETRAINING EFFORTS PLANNED/CONDUCTED FOR THE DISPLACED WORKERS.** (Attach additional pages if necessary.)

**7. ANTICIPATED FULL-TIME EQUIVALENT JOBS (FTE's) WHICH WILL RESULT FROM THE REDEVELOPMENT PROJECT.**  
(These numbers should not include construction or indirect jobs.)

NUMBER OF JOBS	ESTIMATE OF AVERAGE ANNUAL SALARY	YEAR	TYPE OF INDUSTRY	SIC CODE

**8. LOCAL TAX IMPACT**

Does the city collect income taxes?     YES     NO

If YES, list the estimated annual amount of city income taxes expected to be generated by the new jobs:    \$ \_\_\_\_\_

CURRENT PROPERTY TAX PAID	ESTIMATED NEW AMOUNT	NET CHANGE	
		INCREASE	DECREASE

IF THE NET CHANGE IS A DECREASE, EXPLAIN WHY. (Attach additional pages if necessary.)

**9. IS THE REDEVELOPMENT SITE LOCATED IN AN AREA DESIGNATED AS EITHER OF THE FOLLOWING?**

Low or Moderate Income Community     YES     NO                      Federal Redevelopment Area     YES     NO

**10. DESCRIBE ANY OTHER EVIDENCE OF CHRONIC ECONOMIC DISTRESS IN THE COMMUNITY.** (Attach additional pages if necessary.)

11. DESCRIBE THE PLANNED STRATEGY TO REDEVELOP THE SITE. (Attach additional pages if necessary.)

12. LIST THE FIRM(S) WITH WHICH NEGOTIATIONS ARE IN PROGRESS TO LOCATE AT THE REDEVELOPMENT SITE.  
(Attach additional pages if necessary.)

NAME OF FIRM	ESTIMATED DATE FIRM WILL RELOCATE

13. BUILDINGS AND INFRASTRUCTURE

Year buildings were constructed: \_\_\_\_\_ Date of most recent occupancy inspection: \_\_\_\_\_

Do the buildings meet code requirements?  YES  NO

If NO, explain why and plans to correct. (Attach additional pages if necessary.) \_\_\_\_\_

WATER		STORM DRAINAGE		SANITARY SEWER	
YEAR INSTALLED	LAST MAINTENANCE (YEAR)	YEAR INSTALLED	LAST MAINTENANCE (YEAR)	YEAR INSTALLED	LAST MAINTENANCE (YEAR)

DESCRIBE ANY ANTICIPATED PROBLEMS OR IMPROVEMENTS PLANNED IN THE NEAR FUTURE. (Attach additional pages if necessary.)

14. ESTIMATED COST TO REDEVELOP THE SITE	15. TOTAL SQUARE FEET OF BUILDINGS
	Current: _____ Sq. Ft. Future: _____ Sq. Ft.

16. INDICATE THE STATUS OF OBTAINING APPLICABLE PERMITS:

BUILDING PERMIT  OBTAINED  IN PROCESS DATE EXPECTED TO BE OBTAINED: \_\_\_\_\_  
 OTHER   DATE EXPECTED TO BE OBTAINED: \_\_\_\_\_

17. LIST THE PUBLIC AND PRIVATE AGENCIES PARTICIPATING IN THE PLANNING OR FUNDING OF THE REDEVELOPMENT.  
(Attach additional pages if necessary.)

AGENCY NAME	FUNDING AMOUNT (If Applicable)	YEAR OF FINANCIAL PARTICIPATION
	\$	
	\$	
	\$	
	\$	

**CERTIFICATION**  
ALL SIGNATURES MUST BE SIGNED IN INK.

To the best of my knowledge, all information included on this form is true and correct. This document is a matter of public record. If any of the information provided is of a sensitive nature, please indicate so. Please Note: MDOT's Office of Economic Development is required to follow up with the firm after the expansion/location is complete to verify actual job creation and development investment. A letter will be sent to the firm's contact person at that time for response to the Office of Economic Development.

SIGNATURE OF REPRESENTATIVE OF THE FIRM/COMPANY	DATE
NAME & TITLE (Typed)	PHONE NUMBER ( )

## ATTACHMENT E

# SOCIAL, ECONOMIC AND ENVIRONMENTAL FACTORS FOR TRANSPORTATION PROJECTS

*This information required by Public Act 231 of 1987, as amended.*

Complete this form if Environmental Documentation has not been approved by the Federal Highway Administration (FHWA) or the Michigan Department of Transportation (MDOT).

CERTIFICATION SIGNATURE IS ALWAYS REQUIRED.

PLEASE REFER TO THE INSTRUCTIONS.

APPLICANT PROJECT NUMBER (If Applicable)	FOR OFFICE USE ONLY	
	APPLICATION I.D. NO.	DATE RECEIVED

### PROPOSED PROJECT

LOCATION (Route number/street name, termini, length, city/village/township, county)

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DESCRIPTION (Include details of all proposed construction, including areas of impact, grading, ROW required, etc., as appropriate.)

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ROW/Grading Permit Required     
  Work Outside Existing Shoulders/Curb     
  Major New Construction

DESCRIPTION OF SETTING (Briefly describe the social, economic and natural environmental setting of the project area).

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### REVIEW OF ENVIRONMENTAL FACTORS (Refer to Impact Evaluation for additional information).

Under Review of Environmental Factors, if no involvement, check "No". If involvement is anticipated or unknown, check "Yes" and describe impact in full under Impact Evaluation on the reverse side. Use additional paper if necessary.

FACTORS	IMPACT	
	No	Yes
1. Displacement of residence or business .....	<input type="checkbox"/>	<input type="checkbox"/>
2. Disruption of neighborhoods .....	<input type="checkbox"/>	<input type="checkbox"/>
3. Agricultural .....	<input type="checkbox"/>	<input type="checkbox"/>
4. Recreational lands .....	<input type="checkbox"/>	<input type="checkbox"/>
5. Historic / Archaeological .....	<input type="checkbox"/>	<input type="checkbox"/>
6. Wetlands Permit: <input type="checkbox"/> Sec. 404 <input type="checkbox"/> Part 303 <input type="checkbox"/> Sec. 10 .....	<input type="checkbox"/>	<input type="checkbox"/>
7. Streams/Lakes/Drains/State natural rivers/Federal Wild and Scenic .....	<input type="checkbox"/>	<input type="checkbox"/>
8. Rivers Permit: <input type="checkbox"/> 301 <input type="checkbox"/> Sec. 10 .....	<input type="checkbox"/>	<input type="checkbox"/>
9. Floodplains: Permit <input type="checkbox"/> Part 31 .....	<input type="checkbox"/>	<input type="checkbox"/>
NPDES <input type="checkbox"/> Permit		
10. Coastal zone/Critical dune protection area .....	<input type="checkbox"/>	<input type="checkbox"/>
11. Endangered species: <input type="checkbox"/> Permit required .....	<input type="checkbox"/>	<input type="checkbox"/>
12. Tree removal .....	<input type="checkbox"/>	<input type="checkbox"/>
13. Inconsistent with local development plans .....	<input type="checkbox"/>	<input type="checkbox"/>
14. Change in developed land uses .....	<input type="checkbox"/>	<input type="checkbox"/>
15. Change in access control or level .....	<input type="checkbox"/>	<input type="checkbox"/>
16. Change in facilities for pedestrians or bicyclists .....	<input type="checkbox"/>	<input type="checkbox"/>
17. Detour/temporary road/ramp closure .....	<input type="checkbox"/>	<input type="checkbox"/>
18. Hazardous waste .....	<input type="checkbox"/>	<input type="checkbox"/>
19. Noise .....	<input type="checkbox"/>	<input type="checkbox"/>
20. Air quality .....	<input type="checkbox"/>	<input type="checkbox"/>
21. Subject of controversy .....	<input type="checkbox"/>	<input type="checkbox"/>
22. Any other issue .....	<input type="checkbox"/>	<input type="checkbox"/>



ATTACHMENT F

**TRANSPORTATION PROJECT INFORMATION**  
**CATEGORY A: ECONOMIC DEVELOPMENT AND REDEVELOPMENT**

*This information required by Public Act 231 Of 1987, as amended.*

Complete this form for each Transportation Project required for the proposed economic development.  
Submit separate forms for each jurisdiction (e.g., state, county, city/village).

**PLEASE REFER TO THE INSTRUCTION BOOKLET**

**FOR OFFICE  
USE ONLY**

1. TRANSPORTATION PROJECT IDENTIFICATION. Jurisdiction Responsible for This Road.			APPLICATION I.D. NO.
<input type="checkbox"/> Michigan Department of Transportation <input type="checkbox"/> County Road Agency <input type="checkbox"/> City or Village Street Agency			

2. ROUTE NO./STREET NAME	FROM:	TO:	DATE RECEIVED
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3. COUNTY	CITY/VILLAGE/TOWNSHIP
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4. BEGINNING MILE POINT	ENDING MILE POINT	5. TYPE OF IMPROVEMENT
		<input type="checkbox"/> CAPACITY <input type="checkbox"/> CONDITION <input type="checkbox"/> SAFETY <input type="checkbox"/> SITE-ACCESS

6. TYPE(S) OF WORK			
<input type="checkbox"/> NEW CONSTRUCTION	<input type="checkbox"/> RECONSTRUCTION	<input type="checkbox"/> RESURFACING	
<input type="checkbox"/> WIDENING	<input type="checkbox"/> TURN LANES/FLARES	<input type="checkbox"/> RAILROAD CROSSING	<input type="checkbox"/> OTHER _____

7. DESCRIBE THE TRANSPORTATION PROJECT FOR WHICH TEDF (CATEGORY A) FUNDING IS REQUESTED.  
(Attach additional pages if necessary.)

a. The current situation (what problem(s) is this intended to solve?):

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b. The proposed change:

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c. Explain how the proposed change will solve the problem(s) identified above:

---

8. INDICATE THE ANTICIPATED COSTS FOR THIS PROJECT AND THE AMOUNT TO BE APPLIED AS LOCAL MATCH. IF TOTAL MATCH IS LESS THAN 20% OF TOTAL COST, PROVIDE A STATEMENT OF JUSTIFICATION AND REQUEST FOR WAIVER.

	COST	CATEGORY A AMOUNT REQUESTED	*** LOCAL MATCH	9. WHEN WILL ROAD CONSTRUCTION BEGIN?	MONTH	YEAR
				10. LIST ALL SOURCES FOR THE LOCAL MATCH AND THE AMOUNT PLANNED FOR EACH SOURCE		
				SOURCE OF MATCH	AMOUNT	
EARLY PRELIMINARY ENGINEERING *	\$	\$	\$			
PRELIMINARY ENGINEERING *	\$	\$	\$			
RIGHT-OF-WAY **	\$	\$	\$		\$	
ROAD CONSTRUCTION	\$	\$	\$		\$	
CONSTRUCTION ENGINEERING, INSPECTION AND TESTING *	\$	\$	\$		\$	
OTHER (Indicate)	\$	\$	\$		\$	
OTHER (Indicate)	\$	\$	\$		\$	
OTHER (Indicate)	\$	\$	\$		\$	
<b>TOTAL FOR THIS TRANSPORTATION PROJECT</b>	\$	\$	\$	<b>TOTAL LOCAL MATCH FOR TRANSPORTATION PROJECT</b>		\$

\* If engineering costs are included, certain minimum requirements must be met prior to incurring any costs.  
Refer to the instructions for the procedures to follow.

\*\* Right-of-way costs must be based on a fair market appraisal of the property required for road right-of-way.

11. INDICATE THE EXISTING CONDITION AND PROPOSED CHANGE FOR THE FOLLOWING. PLEASE PROVIDE THE ENGLISH MEASUREMENT FOR SEGMENT LENGTH AND LANE AND SHOULDER WIDTH. METRIC, IF AVAILABLE, MAY BE PROVIDED IN THE PARENTHESIS.

	* EXISTING CONDITION	PROPOSED CHANGE	
SEGMENT LENGTH	( )	( )	12. SURFACE TYPE CODES 1 - Gravel and Similar 2 - Bituminous Surface 3 - Concrete 4 - Fwy. Designed Bituminous 5 - Other
TOTAL NUMBER OF TRAFFIC LANES			
TOTAL LANE WIDTH	( )	( )	
SHOULDER WIDTH	( )	( )	
SURFACE TYPE (See Item 12 at right)			
BASE CONDITION (See Item 13 at right)			13. BASE CONDITION CODES 1 - Excellent 2 - Good 3 - Fair 4 - Poor 5 - Very Poor
PMS SURFACE RATING NUMBER (See Instructions)			

14. COMPLETE THE FOLLOWING FOR NEW ROADWAYS, CAPACITY, CONDITION AND SAFETY PROJECTS.

	* EXISTING	AT COMPLETION	20 YEARS POST-COMPLETION
AVERAGE DAILY TRAFFIC			
30th HIGH HOUR (DHV)			
PERCENT COMMERCIAL VEHICLES**			
LEVEL OF SERVICE (A-F) (See Instructions)			

15. FOR SAFETY PROJECTS ONLY, SUMMARIZE THE ACCIDENT HISTORY (2-5 YEARS) AT THIS LOCATION, AND DESCRIBE HOW THE PROPOSED PROJECT WILL REMEDY THE PROBLEM. (Attach additional pages if necessary.)

16. IS THIS PROJECT ON THE TRANSPORTATION IMPROVEMENT PLAN (TIP)?  YES  NO

If NO, when will the project be added? \_\_\_\_\_

If YES, complete the following: Year: \_\_\_\_\_ Page No.: \_\_\_\_\_ Item No.: \_\_\_\_\_

Was this project included in the conformity analysis?  YES  NO  NOT APPLICABLE

If NO, state the reasons: \_\_\_\_\_

17. WILL FEDERAL MONIES BE USED ON THIS PROJECT?  YES  NO

If YES, list the type of federal funds: \_\_\_\_\_

**CERTIFICATION**  
ALL SIGNATURES MUST BE SIGNED IN INK.

To the best of my knowledge, all information included in this application is accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the participating applicant(s). I understand the required RESOLUTION(S) OF SUPPORT bind the participating governmental entity(ies) to commit matching funds, and to maintain any new or improved highways, roads or streets.

I certify that, if Category A funding is approved by the State Transportation Commission, the agency will carry through with the transportation project. Further, I understand that the Commission may choose not to fund my entire request.

I also certify that this agency is an equal opportunity employer in accordance with Act No. 453, P.A. of 1976, and Act No. 220, P.A. of 1976 as amended by Act No. 478, P.A. of 1980.

SIGNATURE	DATE (Signed)
NAME & TITLE (Typed)	DATE (Typed)
AGENCY REPRESENTED	PHONE NO.

\* Not applicable for new roads, not yet constructed.

\*\* Commercial is defined here as all vehicle classifications except motorcycles, cars and pickup trucks.

## ATTACHMENT G COSTING WORKSHEET

### MICHIGAN TRANSPORTATION ECONOMIC DEVELOPMENT FUND CATEGORY A: ECONOMIC DEVELOPMENT ROAD PROJECTS

*This information required by P.A. 231 of 1987, as amended.*

**INSTRUCTIONS:** Check all that apply and complete estimated cost for each section.

**OFFICE USE ONLY**

APPLICATION I.D. \_\_\_\_\_

1. ROUTE NO./STREET NAME _____	FROM: _____	TO: _____	DATE RECEIVED _____
--------------------------------	-------------	-----------	---------------------

#### CONSTRUCTION COSTS

2. Highways, roads and streets supported with EDF grant funding must be public roads constructed to all-season design standards and be open to truck traffic.

<b>GRADING</b>	<input type="checkbox"/> Earth Excavation <input type="checkbox"/> Embankment <input type="checkbox"/> Aggregate Base <input checked="" type="checkbox"/> Sub-base <input type="checkbox"/> Muck Excavation <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>DRAINAGE</b>	<input type="checkbox"/> Ditching <input type="checkbox"/> Edge Drain <input type="checkbox"/> Storm Sewer Adjustments <input type="checkbox"/> Culvert Replacement <input type="checkbox"/> Storm Sewer Construction	ESTIMATED COST \$ _____
<b>MAINLINE PAVEMENT ITEMS</b>	<input type="checkbox"/> _____ 'Bit Surfacing @ _____ <input type="checkbox"/> Curb and Gutter <input type="checkbox"/> _____ 'Shoulder Surfacing @ _____ <input type="checkbox"/> Replace Sidewalk <input type="checkbox"/> Cold-Milling or Pulverizing <input type="checkbox"/> New Roadway <input type="checkbox"/> Remove and Replace Pavement <input type="checkbox"/> Concrete Roadway	ESTIMATED COST \$ _____
<b>GEOMETRIC IMPROVEMENTS</b>	<input type="checkbox"/> Intersection Improvements: <input type="checkbox"/> Ramp Extensions <input type="checkbox"/> _____ Passing Flares <input type="checkbox"/> Driveways <input type="checkbox"/> _____ Turn Lanes <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>RAILROAD GRADE CROSSING</b>	<input type="checkbox"/> Signals <input type="checkbox"/> Widening <input type="checkbox"/> Reconstruction <input type="checkbox"/> Gates <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>BRIDGE STRUCTURES</b>	<input type="checkbox"/> Widening <input type="checkbox"/> Replacement <input type="checkbox"/> Railing Replacement <input type="checkbox"/> New <input type="checkbox"/> Repair (Specify) _____	ESTIMATED COST \$ _____
<b>SAFETY ITEMS</b>	<input type="checkbox"/> Guardrail Upgrading (incl. full bit shoulder) <input type="checkbox"/> Tree or Obstacle Removal <input type="checkbox"/> Sidewalk Ramps <input type="checkbox"/> Guardrail Removal and Slope Flattening <input type="checkbox"/> Clearvision Grading and Clearing <input type="checkbox"/> Superelevation Corrections <input type="checkbox"/> Culvert Extensions <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>MAINTAINING TRAFFIC/DETOURS</b>	<input type="checkbox"/> Temporary Signing or Lighting <input type="checkbox"/> Detour Improvements <input type="checkbox"/> Flag Control <input type="checkbox"/> Lighted Arrows <input type="checkbox"/> Traffic Signals <input type="checkbox"/> Barricades <input type="checkbox"/> Temporary Tape <input type="checkbox"/> Minor Traffic Devices <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>PERMANENT PAVEMENT MARKINGS, SIGNS, ETC.</b>	<input type="checkbox"/> Fast Dry Paint <input type="checkbox"/> Permanent Signs <input type="checkbox"/> Cold or Hot Applied Markings <input type="checkbox"/> Signalization <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>UTILITY REPLACEMENTS</b>	<input type="checkbox"/> Sanitary Sewer <input type="checkbox"/> Water <input type="checkbox"/> Storm Sewer <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____
<b>MISCELLANEOUS ITEMS</b>	<input type="checkbox"/> Restoration: Seeding, Sod, etc. <input type="checkbox"/> Clear Vision Fencing <input type="checkbox"/> Other (Specify) _____	ESTIMATED COST \$ _____

**TOTAL CONSTRUCTION COSTS**

\$ \_\_\_\_\_

**COST PER MILE**

\$ \_\_\_\_\_

3. IS THE ROAD CURRENTLY A PUBLIC ROAD OPEN TO TRUCK TRAFFIC?  Yes  No

4. IS THE ROAD CURRENTLY AT ALL-SEASON STANDARDS?  Yes  No

5. WILL THE PROPOSED TRANSPORTATION PROJECT BE CONSTRUCTED TO ALL-SEASON DESIGN STANDARDS?  Yes  No

If NO, please explain why.

6. WILL THE PROPOSED TRANSPORTATION PROJECT BE A PUBLIC ROAD OPEN TO TRUCK TRAFFIC?  Yes  No

If NO, please explain why.

7. IS THERE A LOCAL ORDINANCE REQUIRING MINIMUM DESIGN STANDARDS?  Yes  No

If YES, please attach the design requirements.

8. EXPLANATION OF ANY UNUSUAL CIRCUMSTANCES AFFECTING COSTS.

**RIGHT OF WAY**

9. **RIGHT-OF-WAY (R.O.W.) - Eligible right-of-way purchase or donation is limited to the right-of-way necessary for the road improvement. A value estimate or appraisal of the property is required for all eligible projects.**

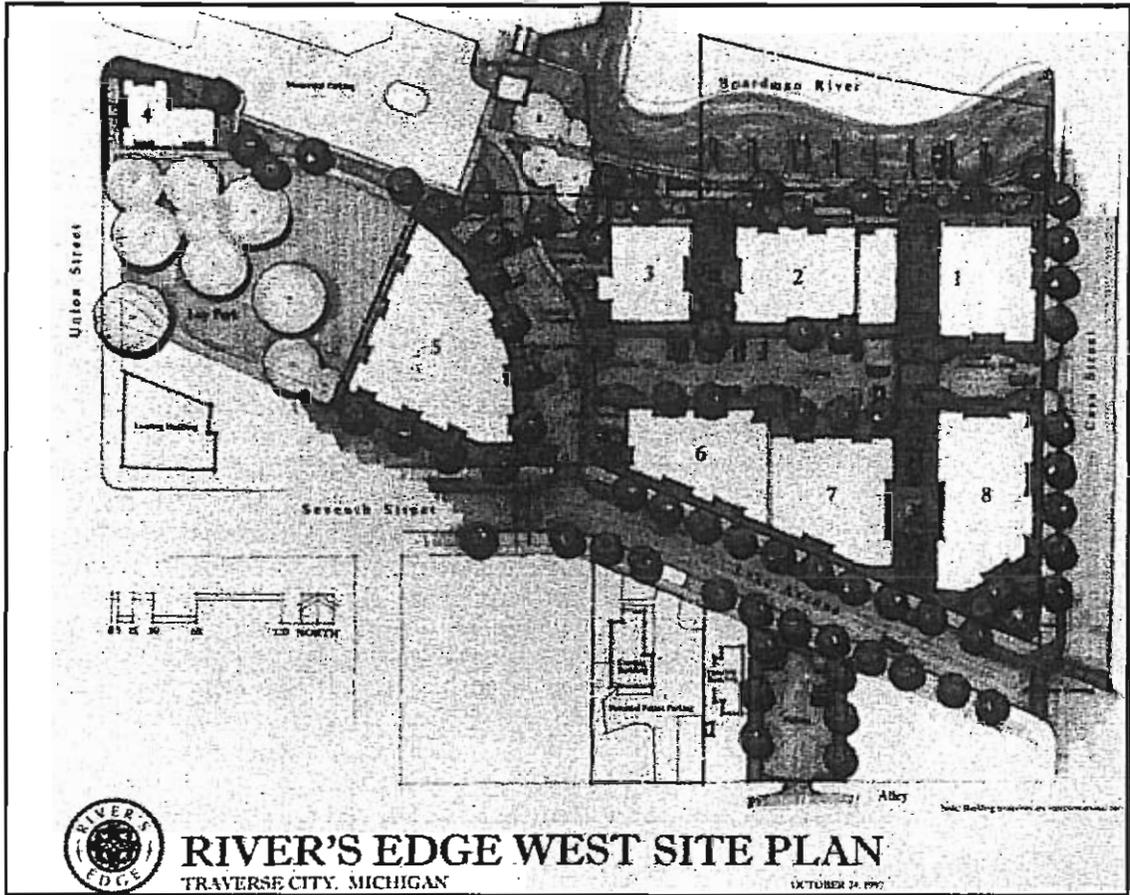
COST OF R.O.W.	\$	ESTIMATED DATE OF PURCHASE	R.O.W. LENGTH
LIST THE AGENCY(IES) OR FIRM(S) PURCHASING OR DONATING THE R.O.W.		ESTIMATED DATE OF DONATION	R.O.W. WIDTH

PREPARER (Please type or print name)	TITLE	PHONE NO.
PREPARER'S (Signature)	DATE	

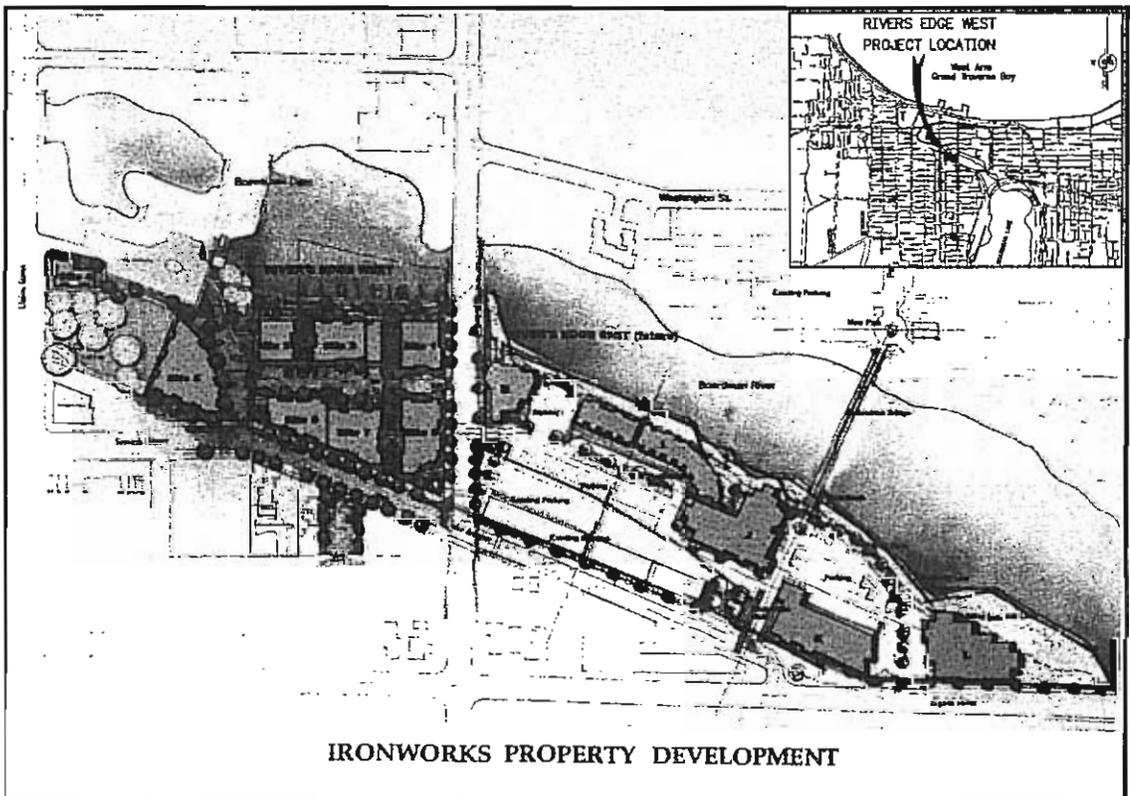
## APPENDIX C

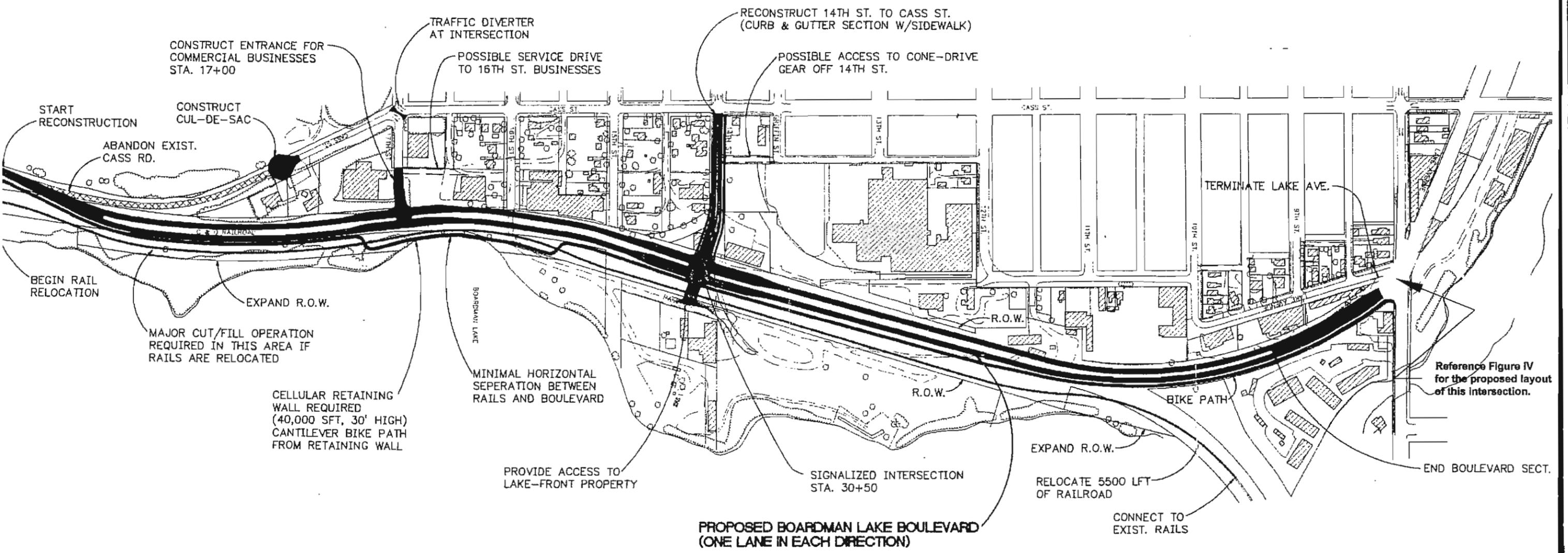


River's Edge West received the 1997 Commercial Award of Excellence from the Chamber of Commerce and New Designs for Growth and the "Grand Traverse Bay Region Development Guidebook Award" from the Grand Traverse County Planning Commission. Three to five story buildings feature a mixture of retail, office and residential uses with parking hidden below grade. Construction commenced in October, 1997 with first occupancy expected in August, 1998.



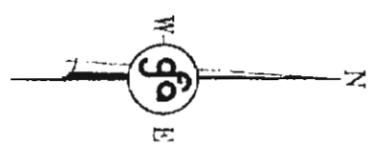
The former Iron Works property consists of two blocks on the Boardman River. River's Edge East is still conceptual at this time. Plans will be finalized and construction will begin following substantial completion of River's Edge West.



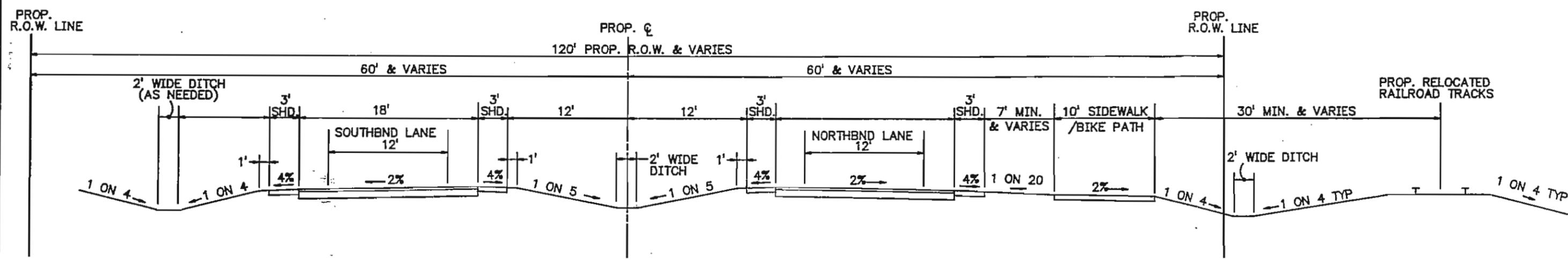


OVERALL MAP  
 FIGURE I  
 BOARDMAN LAKE AVE. STUDY  
 CITY OF TRAVERSE CITY

TOPOGRAPHY SHOWN IS BASED ON CITY OF TRAVERSE CITY MAPPING.

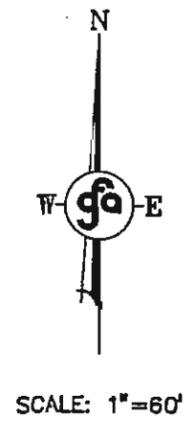
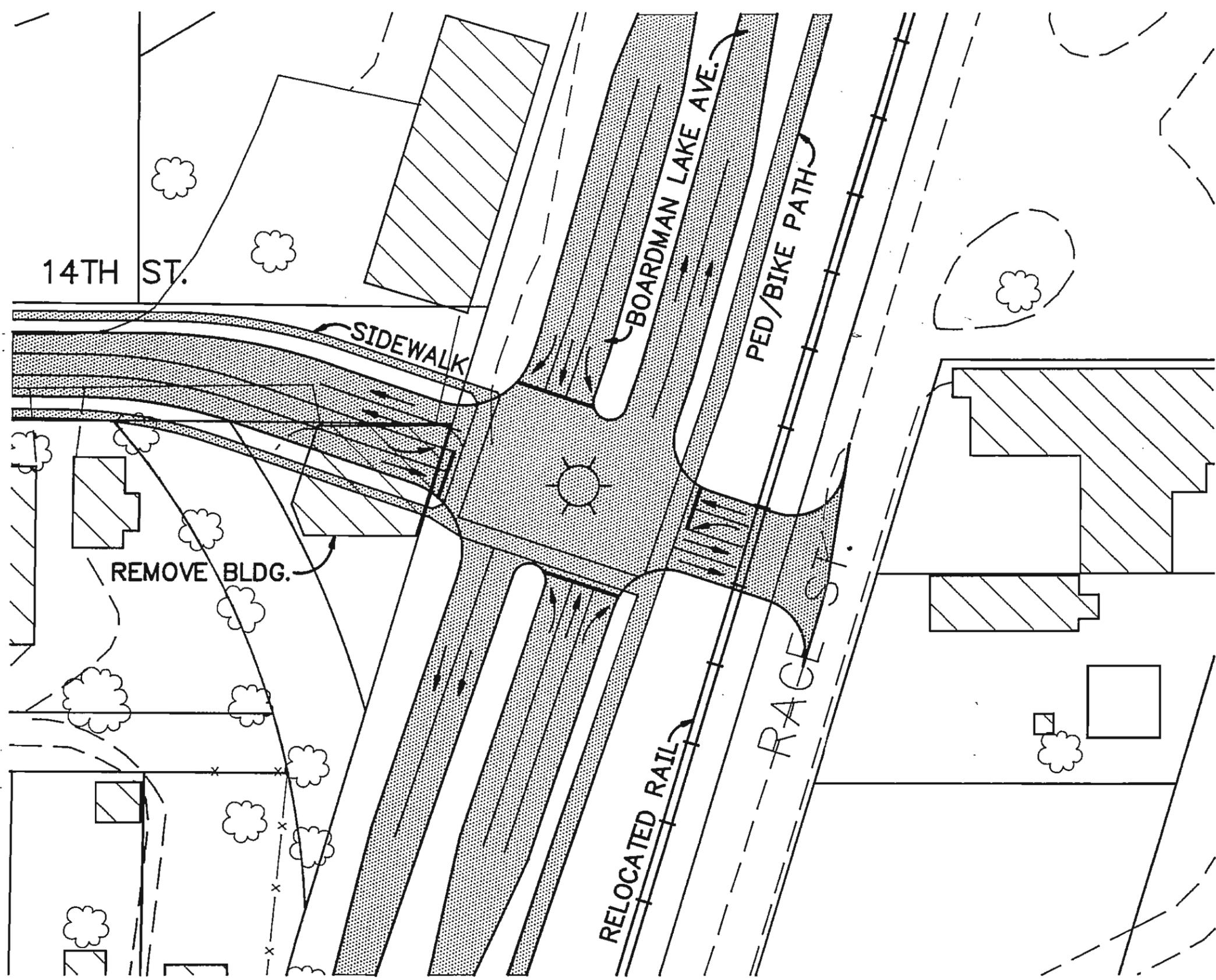


SCALE: 1" = 200'

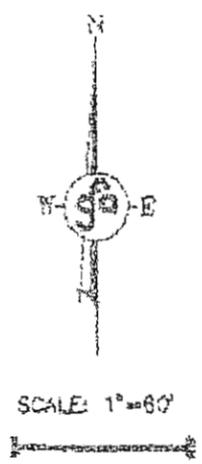
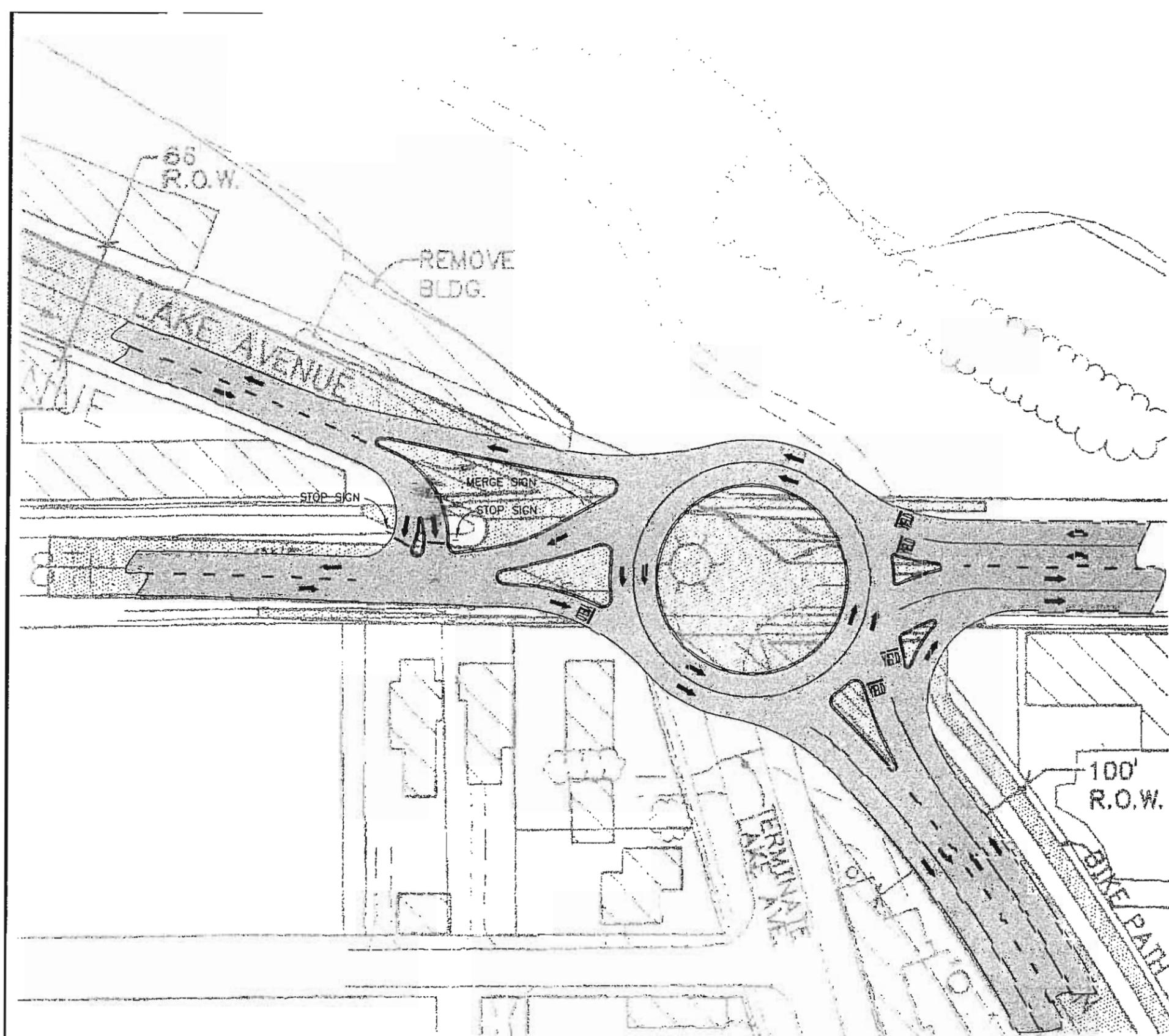


2 LANE BOULEVARD WITH OPEN DITCH  
SCALE: 1"=10' LOOKING NORTH

**TYPICAL CROSS-SECTION  
TWO-LANE BOULEVARD  
FIGURE II  
BOARDMAN LAKE AVE. STUDY  
CITY OF TRAVERSE CITY**



**14TH ST. INTERSECTION  
FIGURE III  
BOARDMAN LAKE AVE. STUDY  
CITY OF TRAVERSE CITY**  
TOPOGRAPHY SHOWN IS BASED ON  
CITY OF TRAVERSE CITY MAPPING.



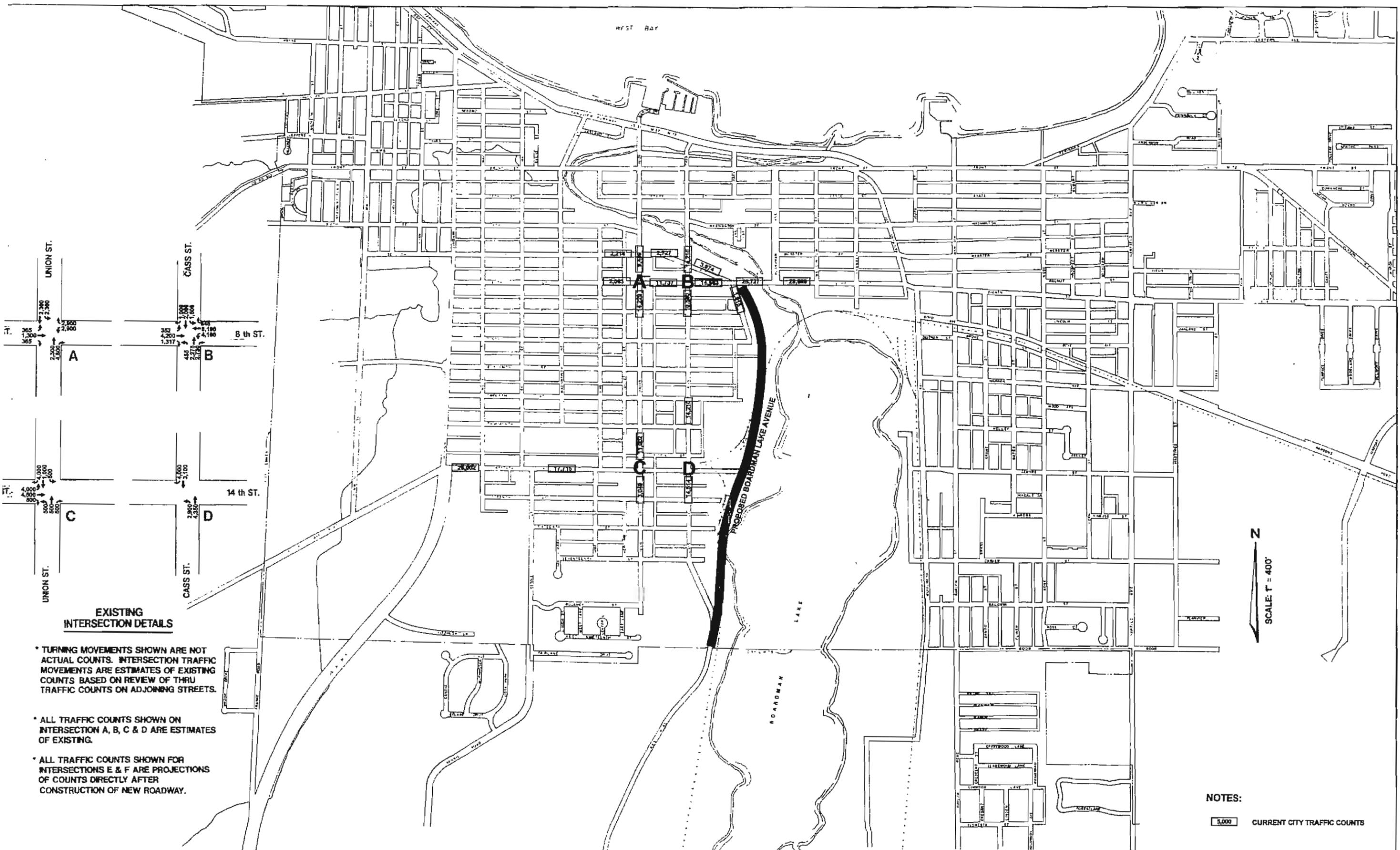
**8TH ST. INTERSECTION  
FIGURE IV  
BOARDMAN LAKE AVE STUDY  
CITY OF TRAVERSE CITY**

TOPOGRAPHY SHOWN IS BASED ON  
CITY OF TRAVERSE CITY MAPPING.



*Celebrating 50 years*

**Gourdie/Fraser & Associates**  
124 West State Street • Traverse City, Michigan • 49684  
ENGINEERS / LAND PLANNERS / LAND SURVEYORS  
Ph: (616) 946-5874 Fax: (616) 946-3703



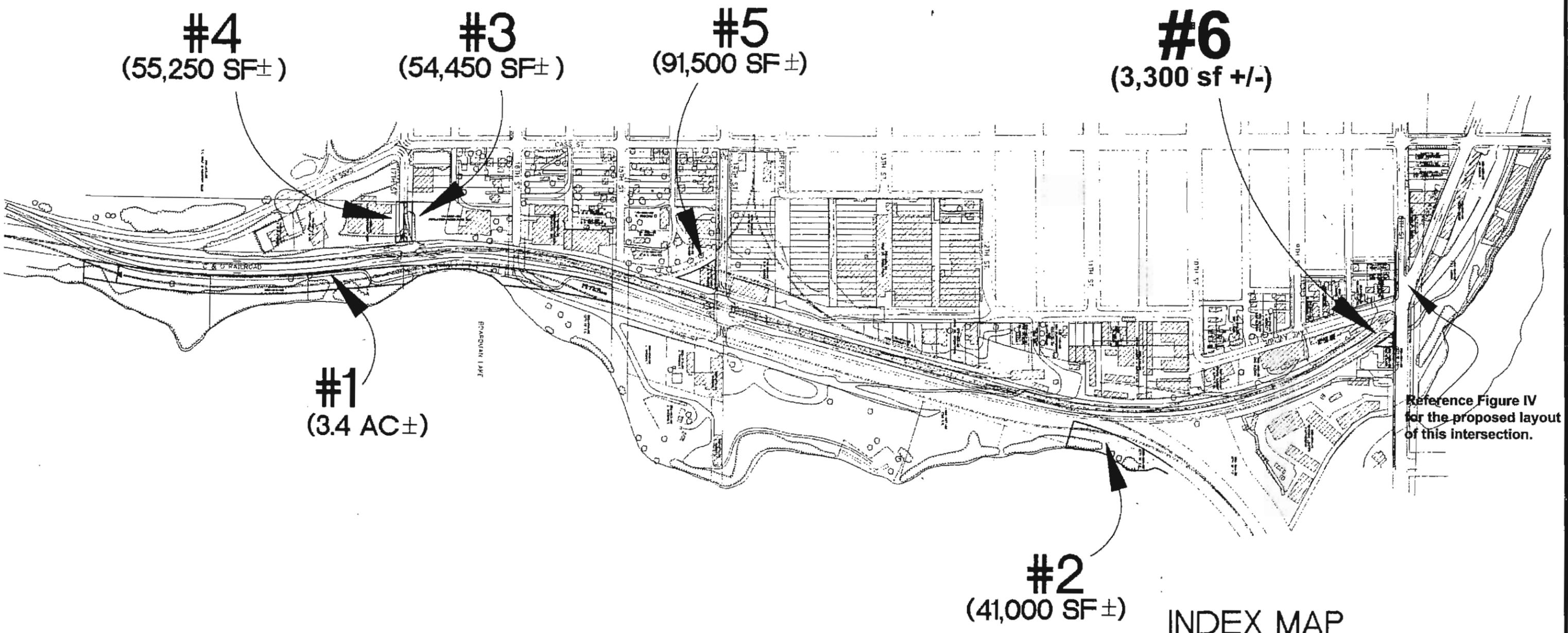
EXISTING INTERSECTION DETAILS

- \* TURNING MOVEMENTS SHOWN ARE NOT ACTUAL COUNTS. INTERSECTION TRAFFIC MOVEMENTS ARE ESTIMATES OF EXISTING COUNTS BASED ON REVIEW OF THRU TRAFFIC COUNTS ON ADJOINING STREETS.
- \* ALL TRAFFIC COUNTS SHOWN ON INTERSECTION A, B, C & D ARE ESTIMATES OF EXISTING.
- \* ALL TRAFFIC COUNTS SHOWN FOR INTERSECTIONS E & F ARE PROJECTIONS OF COUNTS DIRECTLY AFTER CONSTRUCTION OF NEW ROADWAY.

N  
SCALE: 1" = 400'

NOTES:  
5,000 CURRENT CITY TRAFFIC COUNTS

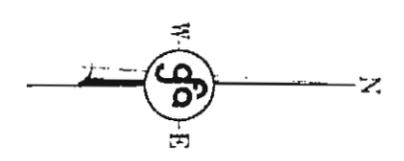
 <b>Gourdie/Fraser &amp; Associates, Inc.</b> Consulting Engineers Surveyors Planners	Traverse City 124 West State Street P O Box 927 Traverse City, Michigan 49884 (616) 946-5874	<b>TRAFFIC COUNT MAP</b> <b>FIGURE V</b>
	JULY 1998	980125



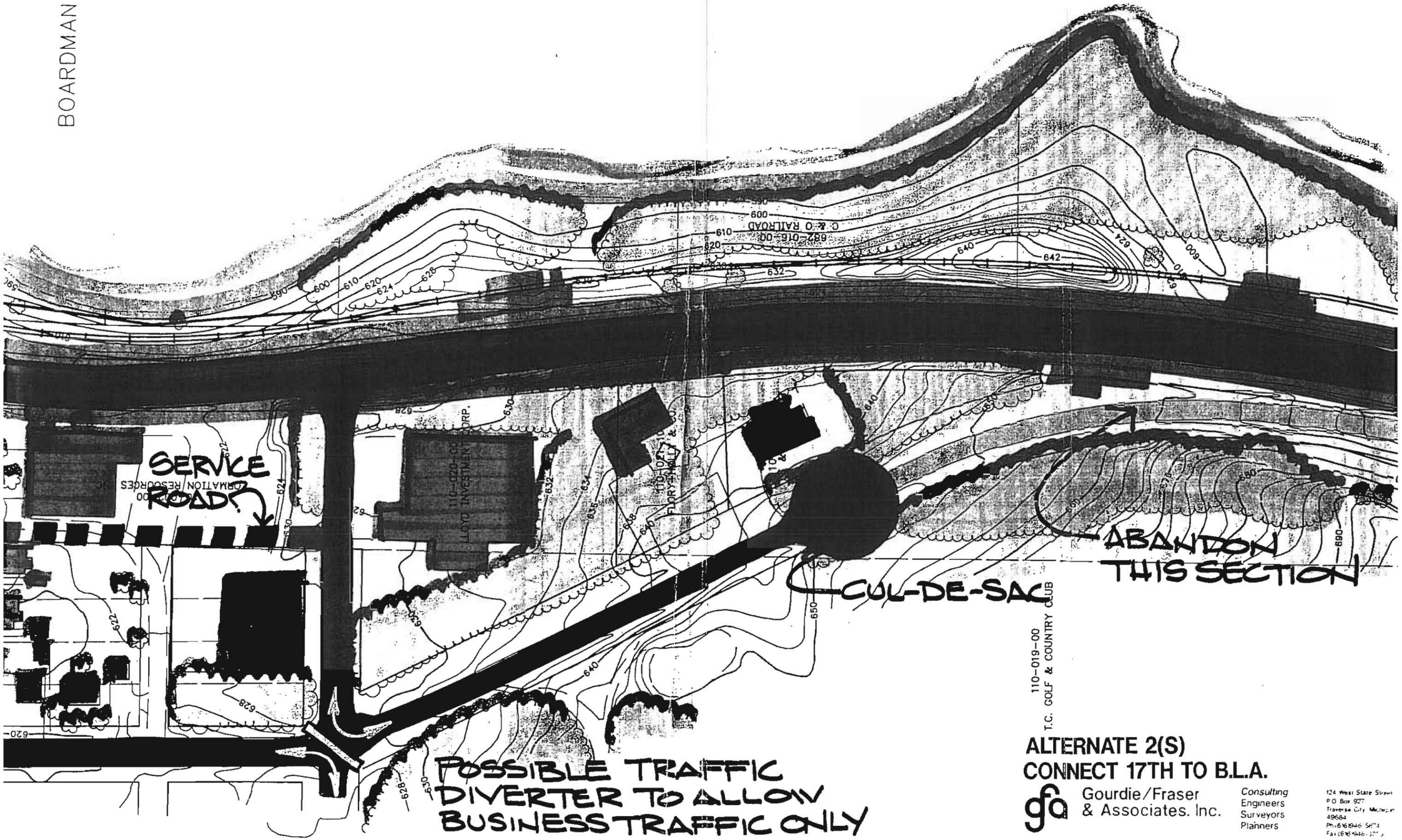
**INDEX MAP**  
**EASEMENTS FOR RIGHT-OF-WAY EXPANSION**

**BOARDMAN LAKE AVE. STUDY**  
**CITY OF TRAVERSE CITY**

TOPOGRAPHY SHOWN IS BASED ON  
 CITY OF TRAVERSE CITY MAPPING.



SCALE: 1" = 200'



**SERVICE ROAD**  
FORMATION RESOURCES

LLOYD INVESTMENT CORP.  
110-020-00

FLORIAN & SONS  
110-021-00

**CUL-DE-SAC**

**ABANDON THIS SECTION**

**POSSIBLE TRAFFIC  
DIVERTER TO ALLOW  
BUSINESS TRAFFIC ONLY**

110-019-00  
T.C. GOLF & COUNTRY CLUB

**ALTERNATE 2(S)  
CONNECT 17TH TO B.L.A.**

**gfa** Gourdie/Fraser & Associates, Inc. Consulting Engineers Surveyors Planners

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Ph: (616) 946-5474  
Fax: (616) 946-1274