



**BROWNFIELD REDEVELOPMENT
AUTHORITY (BRA)**
Project Concept Pre-Application

Receipt Stamp (staff use only)

This application is the first step required by an applicant considering a brownfield redevelopment project in the City of Monroe and initiates the review process by the Brownfield Redevelopment Authority. There are no deadlines or fees for the submittal of a pre-application as applications are accepted on an ongoing basis. Approval of the pre-application by the BRA gives staff permission to assist the developer in creating a brownfield plan. **Prior to submitting this pre-application, please review to the BRA Policies & Procedures document. Completion of this pre-application is not approval of a brownfield workplan or the request tax increment financing (TIF).**

Return completed form to:
Mark Cochran (BRA Staff)
City of Monroe
120 E. First St.
Monroe, MI 48161
Direct: (734) 384-9129
mark.cochran@monroemi.gov

I. Applicant Information

Applicant Name: _____ Contact Name: _____
Address: _____
Phone Number: _____ Email: _____
Type of Ownership: Private Public
Developer Name: _____ Contact Name: _____
Property Owner: _____ Contact Name: _____
Property Owner Phone Number: _____

II. Project Information

Project Name: _____
Type of Project: Residential Commercial Industrial Mixed-Use Residential/Commercial
Project Description:

Address/Location: _____
Parcel ID(s): _____
Current Zoning: _____ Proposed Re-Zoning (if applicable) _____ Acreage: _____

Historical Uses of the Property:

III. Eligible Activities

Describe proposed eligible activities. If available, attach a copy of eligible activity table and additional pages of supporting documentation.

Anticipated cost: \$ _____ **Amount of BRA Funds Requested:** \$ _____

IV. Previous Environmental Activities Completed

- Phase I Phase II BEA Remediation None Unknown

Please note: you will be asked to provide copies or cloud links to any relevant environmental reports.

Please describe current environmental conditions:

V. Community Impact

Please describe how the request satisfies strategic redevelopment priorities of the City of Monroe and the positive impact on the community. This should include potential for new tax base, location within a corridor or industrial area, new job creation/retention, positive environmental impact and blight removal. For additional guidance, please refer to the Economic Development section of the City's website (www.monroemi.gov) or consult with BRA staff. **Please be sure to attach an aerial site map and conceptual site plan for the proposed redevelopment.**

Is the project located within any of the following corridors?

- Downtown Development Authority Port of Monroe Telegraph Road Corridor
- River Raisin Heritage Corridor

Number of new residential units: Single Family _____ Multi-Family _____

Amount of new commercial square footage: _____

Amount of new industrial square footage: _____

VI. Developer Experience

Please describe any relevant experience the applicant and/or developer has had with any previous projects similar to the proposed project. Please list specific projects, year and location.

VII. Funding

Please describe why funding is necessary for project feasibility.

Has funding been secured? Yes No If yes, please list funding sources and amounts below.

Source: _____ Amount: \$ _____

Source: _____ Amount: \$ _____

Source: _____ Amount: \$ _____

VIII. Signatures

Applicant Signature: _____ Date: _____

Owner Signature (*if different*): _____ Date: _____