



**CITY OF LANSING**  
**BROWNFIELD REDEVELOPMENT AUTHORITY (LBRA)**  
 401 S. Washington Sq. Ste. 101, Lansing, MI 48933

**LBRA BROWNFIELD PLAN SUBMITTAL COVER SHEET**

For consideration of a Brownfield Plan by the City of Lansing Brownfield Redevelopment Authority (LBRA), the Applicant must complete this form in full, provide all additional application forms, and pay applicable administration fees with the submission of a Brownfield Plan. The submitted Brownfield Plan must adhere to Michigan Public Act 381 of 1996, as amended.

**APPLICANT INFORMATION**

Project Name:	
Project Address:	
Applicant Name:	
Contact Name:	
Contact Phone:	
Contact Email:	
Submittal Date:	

**PLAN INFORMATION**

Developer Reimbursement (Maximum)	\$
Duration of Plan (Maximum)	years
Duration of Capture (Maximum)	years
Total Local Capture during Plan	\$
Total State Capture during Plan	\$
Total New Taxes to Taxing Units during Plan	\$
Value of Public Infrastructure Improvement	\$

## ADHERENCE TO LBRA BROWNFIELD POLICY

Applicant's submission must meet or exceed the following Brownfield Plan requirements of the LBRA's Brownfield Policy.

Instructions: Applicant must initial each "Request" column of the table below attesting to the Plan's adherence to each criterion. If a variance has been approved by the LBRA Site Committee, list the approved variance in the "Request" column.

LBRA Plan Policy Criteria	Request
<b>1)</b> A minimum of 20% of yearly new incremental taxes flowing through to all taxing units.	
<b>2)</b> A minimum of 15% of captured yearly local taxes going to LBRA Brownfield Administration and/or the LBRA Local Brownfield Revolving Fund.	
<b>3)</b> The duration of the Brownfield Plan does not exceed 15 years or the length of financing, whichever is less.	
<b>4)</b> The Brownfield Plan includes significant public infrastructure improvements, scaled with the incentive amount, to activate a public space, improve safety, and/or increase mobility and connectivity.	
<b>5)</b> The Developer is not asking the City of Lansing or State of Michigan for the abatement or exemption of personal or real property taxes for the same project (ex: OPRA, Act 198, Act 328, etc.).	
<b>6)</b> A stated not to exceed amount (life of plan cap) for the reimbursement of Developer Eligible Activities with local taxes.	
<b>7)</b> A stated not to exceed amount (life of plan cap) for the reimbursement of Developer Eligible Activities with state taxes (if state taxes are captured).	
<b>8)</b> A ratio of total state (if captured) to total local captured taxes requested to reimburse the Developer that is at least equal to the ratio of all annual captured state to local taxes.	
<b>9)</b> Language in the plan stating that if the state approves a 381 Workplan with less state tax capture than what was in the plan approved by the City, the not to exceed amount of local capture in the plan will automatically be adjusted by the LBRA to maintain the current state to local capture ratio.	

## OTHER PROJECT ASSISTANCE

Please list all other incentives or assistance the Applicant is seeking or has received for the Project from the City of Lansing, Lansing Brownfield Redevelopment Authority, Lansing Economic Development Corporation, Michigan Economic Development Corporation, Michigan Department of Environment, Great Lakes & Energy, or other Local, State, or Federal agencies:

Source	Type (grant/loan/abatement/etc.)	Amount
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## UNIVERSAL DEVELOPMENT AGREEMENT (UDA) COMMITMENTS

Please list the specific commitments the Applicant is making as a condition for receiving this incentive.

Real Property Investment (Do not include real property purchase prices or soft costs such as architectural, engineering, financing and legal fees and other pre and post-construction expenses.)	\$
Personal Property Investment (Do not include personal property that was previously purchased by the Applicant in connection with another location or project within the City of Lansing, provide this information separately.)	\$
New Permanent Jobs	jobs
Average Hourly Wage	\$
Average Rate or Value of Fringe Benefits	\$
Retained Jobs	jobs
Average Hourly Wage	\$
Average Rate or Value of Fringe Benefits	\$
Construction Jobs	jobs
Average Hourly Wage	\$
Average Rate or Value of Fringe Benefits	\$
Project Commencement (date)	
Project Completion (date)	

## REQUIRED WITH APPLICATION

Applicant must submit the following items at the time the Brownfield Plan is submitted to the LBRA:

- ☐ Invitation to Apply
- ☐ Brownfield Application Coversheet
- ☐ Brownfield Plan
- ☐ Cost Estimates
- ☐ Project Financials
- ☐ Completed City of Lansing Treasury Form
- ☐ Completed City of Lansing Litigation Affidavit
- ☐ Universal Development Agreement, signed by the Applicant.
- ☐ Proof of community engagement and outreach
- ☐ Other Required Documentation (list below)  
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## APPLICATION FEE

The LBRA will invoice the Applicant an application review fee upon receipt of the application. Applicant must pay the invoice prior to public consideration of the request.

## APPLICANT SIGNATURE

By signing below, the undersigned represents and warrants their authority to submit the Brownfield Plan on behalf of the Applicant and certifies all information provided by this Brownfield Plan Cover Sheet is true and correct. Furthermore, by signing below, the undersigned affirms that the Applicant's submittal follows the LBRA's Brownfield Plan Policy, as amended, and adheres to Michigan Public Act 381 of 1996, as amended.

Applicant Name: \_\_\_\_\_

By: \_\_\_\_\_

Print Name:

Its: \_\_\_\_\_

Date: \_\_\_\_\_