



# Certified Business Park Program Application

### Instructions:

1. Completely fill out all pages
2. Print clearly or type
3. Return to:  
Michigan Economic Developers Association  
P.O. Box 15096  
Lansing, MI 48901-5096  
Fax: (517) 241-0089

### Copies of the following items must be submitted along with application:

1. List of park tenants
2. Copy-able site plan or site plat layout
3. Copy of protective covenants and/or community zoning ordinances, identifying the applicable areas (i.e. highlight, label, etc.)
4. \$400 new certification fee or \$250 recertification fee made payable to MEDA

## Business Park Identification

Park Name				Date of Application
Address		City	State	Zip code
County				
Size: Gross Acres	Percent Developed	Percent Occupied	Percent Available	Price of Land per Acre
Person/Organization Authorized to Negotiate Sale of Land in Park			Phone	Fax
Address		City	State	Zip code
E-mail				
Person/Organization Responsible for Continuous Management of Park			Phone	Fax
Address		City	State	Zip code
E-mail				

## Minimum Requirements

Any applications received that do not meet these requirements will be entitled to a 90-day grace period to meet the standards (extenuating circumstances may be considered). If, at the end of 90 days, the park still does not meet the criteria, a new application must be submitted at such time as necessary improvements are completed.

<p><b>Land</b></p> <p>Yes</p> <p><input type="checkbox"/> Zoned appropriately for its use</p> <p><input type="checkbox"/> Selectively graded and cleared</p> <p><input type="checkbox"/> Site plan/plat approved by local government</p> <p><b>Park Signs</b></p> <p>_____ Number of signs with park name (minimum of 1 required)</p> <p><b>Utilities</b> (The following must extend to park boundary and be readily available for use)</p> <p>Yes</p> <p><input type="checkbox"/> Electric Service Company: _____ Address: _____</p> <p><input type="checkbox"/> Gas Service Company: _____ Address: _____</p> <p><input type="checkbox"/> Telephone Service Company: _____ Address: _____</p>	<p><b>Environmental</b> (The following must extend into park and give access to interior sites)</p> <p>Yes</p> <p><input type="checkbox"/> Sanitary sewers minimum size 8"</p> <p><input type="checkbox"/> Municipal water lines minimum size 6"</p> <p><input type="checkbox"/> Enclosed storm sewer of equivalent storm water control</p> <p><b>Highway</b></p> <p>Yes</p> <p><input type="checkbox"/> Paved all-weather interior road extended into park, giving access to interior sites</p> <p><input type="checkbox"/> Minimum of 1 paved all-weather access route to park</p> <p>_____ Nearest expressway with full interchange</p> <p>_____ Distance in miles/Travel time</p> <p>_____ Name of Class A all-weather road</p> <p>_____ Distance in miles/Travel time</p> <p><b>Protective Covenants</b> (The following must be written into the deed or be covered by the community zoning ordinance &amp; be submitted along with application)</p> <p><input type="checkbox"/> Types of building materials</p> <p><input type="checkbox"/> Paved Parking</p> <p><input type="checkbox"/> Location of loading docks</p> <p><input type="checkbox"/> Setback specifications</p> <p><input type="checkbox"/> Continuous management of park by municipality, major property owners within park, or developer of park</p> <p><input type="checkbox"/> Landscaping</p> <p><input type="checkbox"/> Screened outdoor storage</p> <p><input type="checkbox"/> Compatible uses</p> <p><input type="checkbox"/> Signage restrictions</p>
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## Desirable Features

The items below, while not essential to qualifying for certification, may be considered desirable elements which contribute to the marketability of the park. This information may be used for promotional literature. These features distinguish this park from other Certified Business Parks. **PLEASE CHECK ALL THAT APPLY.**

<p style="text-align: center;">Highway</p> <p><input type="checkbox"/> Visible from expressway</p> <p><input type="checkbox"/> Within 5 miles of interchange to more than one expressway</p> <p style="text-align: center;">Railroad</p> <p><input type="checkbox"/> Lead track installed</p> <p><input type="checkbox"/> Adjacent to right of way</p> <p><input type="checkbox"/> Easement recorded for future installation</p> <p><input type="checkbox"/> Park within switching limits</p> <p><input type="checkbox"/> Community served by 2 railroads</p> <p>1. Company: _____</p> <p>2. Company: _____</p> <p style="text-align: center;">Airport</p> <p><input type="checkbox"/> Landing strip within park or adjacent to</p> <p><input type="checkbox"/> Helipad within park</p> <p><input type="checkbox"/> Regular commercial and freight air service</p> <p>Distance to local airport with hard surface runway/lights: _____</p> <p>Estimated travel time in minutes: _____</p> <p>Airport: _____</p> <p>Airport: _____</p> <p style="text-align: center;">Ports</p> <p><input type="checkbox"/> Within 15 miles of dock facilities that accommodate lake shipping</p> <p style="text-align: center;">Special Features</p> <p><input type="checkbox"/> Multiple park entrances</p> <p><input type="checkbox"/> Boulevard entrance</p> <p><input type="checkbox"/> Internal street lighting</p> <p><input type="checkbox"/> Underground phone/electrical lines</p> <p><input type="checkbox"/> High Speed Internet Access</p> <p><input type="checkbox"/> Wireless Internet</p>	<p style="text-align: center;">Environmental</p> <p><input type="checkbox"/> Environmental review conducted</p> <p>What phase completed and/or underway: Phase _____ Status _____</p> <p style="text-align: center;">Telecommunications</p> <p><input type="checkbox"/> Fiber Optic – Adjacent</p> <p><input type="checkbox"/> Digital Switching</p> <p><input type="checkbox"/> Served by Fiber Ring</p> <p>Company Name(s): _____</p> <p>_____</p> <p style="text-align: center;">Community or Area Services</p> <p><input type="checkbox"/> Minimum fire rating of class 7 as determined by State Inspection Bureau or as graded by American Insurance Association</p> <p><input type="checkbox"/> Housing available within ____ minutes travel time to park</p> <p><input type="checkbox"/> Accredited high school</p> <p><input type="checkbox"/> Public or private college/university</p> <p><input type="checkbox"/> Trade school of skill center</p> <p><input type="checkbox"/> Hospital within ____ minutes</p> <p><input type="checkbox"/> Master plan of land use plan</p> <p><input type="checkbox"/> Zoning ordinance</p> <p><input type="checkbox"/> Moody bond rating of "A" or better</p> <p style="text-align: center;">Occupant Services (Distance in miles)</p> <p><input type="checkbox"/> Gas Station(s): _____</p> <p><input type="checkbox"/> Bank(s): _____</p> <p><input type="checkbox"/> Restaurant(s): _____</p> <p><input type="checkbox"/> Licensed Day-Care(s): _____</p> <p><input type="checkbox"/> Other: _____</p> <p>_____</p> <p>_____</p>
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Other Features/Services:

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\_\_\_\_\_  
\_\_\_\_\_

Once a park is certified, re-certification inspection is required every three years to continue the designation as a Certified Business Park. The initial certification fee is \$400.00. This includes certification inspections, the building and maintaining of your park's webpage and some materials to identify and promote your Certified Business Park. All parks must be inspected every three years to assure that the high quality standards for the park are being maintained. Cost to maintain certification is \$250.00 per year. Funds generated by this certification program are used to advertise Michigan's Certified Business Parks Program and its certified parks as high quality locations for businesses. If you are re-certifying your park, please also complete the Re-Certification Questionnaire. Once all materials have been received, a CBP Inspector will then contact you to arrange a site visit. Site visits are required for both certification and re-certifications.

Signature

Date