

MN SHOVEL READY CERTIFIED DEVELOPMENT SITE APPLICATION
I. CONTACT INFORMATION

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	Submitting Organization*	Local Economic Development Organization (If Different)
Contact Name	Jim Thares	
Organization	City of Monticello	
Address	505 Walnut Street, Suite 1	
City / State / Zip	Monticello, MN 55362	
County	Wright	
Phone	763-371-3254	
FAX	763-295-4404	
E-Mail	jim.thares@ci.monticello.mn.us	
*Note Type of Organization (Owner, Broker, Representative, etc.)		Owner

II. SITE/COMMUNITY INFORMATION AND SITE OWNERSHIP
Site Name and Address

Site Name/Designation	Otter Creek Business Park
Primary PIN Number(s)	155194000020, 15223000010, 155194000010,
Latitude and Longitude	45.29; 93.82 45.30; 93.82 45.30; 93.82
Legal Description	Otter Creek Crossing 2nd and 3rd Addition
Address	Street Address Not Yet Assigned
City	Monticello, MN
County	Wright County

Site Information

Total developable land (acres)	18
Number of Parcels	3
Distance to major State/U.S. highway (miles)	1/2 mile
Directions from Interstate or Major Highway: 1/2 mile from I-94; exit I-94 at exit #193, South via MNTH #25 to first stop light, then west on Chelsea Rd. West approximately 1/3 mile to Otter Creek Business Park.	

Attach following schedules for parcel and lot: SEE ATTACHED

- List of parcels/lots and designation within each site.
- Market price for each parcel or lot in \$/SF, \$/acre and \$/lot.
- Any special assessments and the amount due for each lot in \$/year and current balance (\$) for each lot.
- Real estate taxes payable in the current year by lot or parcel.

See Attached Information about the lots

Identify All Current Property Owners for This Site

	Owner # 1	Owner #2
Name	Monticello EDA	
Address	505 Walnut Street	
City / State / Zip	Monticello, MN 55362	
Phone	763-271-3254	
E-Mail	jim.thares@ci.monticello.mn.us	

Required Documentation

Please enter "yes" in box to the right if the document is attached

Title Commitment using 2006 ALTA Commitment Form	Yes
ALTA Survey (ASC 2005)	Yes
If site not owned, attach copy of option or purchase agreement	City Owned
Copy of site layout	Yes
Copy of aerial photo(s) identifying site location/major highways	Yes
Schedule and required submittals for site plan approval/permits	Site Plan Review
Updated Community Profile as reported in LOIS	Yes
Will site comply with LEED Certified site requirements? (Refer to instructions for more details)	Yes

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III. SITE AND SURROUNDING PARCEL LAND USE AND ZONING INFORMATION
Land Use Information

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Provide brief description of previous and current land uses of site.	Farming
Identify current and previous uses of adjacent parcels.	Previous Use: Farming Current Uses: Light Industrial

Current and Planned Zoning

Current and planned zoning designation for the site.	I-1 Lt. Industrial
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Current and planned zoning designation for land within 500 feet of the site.	I-1 Lt. Industrial
Identify Municipal jurisdiction for adjacent land (Town/City/County)	City of Monticello and Township of Monticello

IV. ECONOMIC DEVELOPMENT ZONES

Identify whether **the site** is currently located within any of the following economic development zone designations:

Enterprise Zone	No
Foreign Trade Zone	No
Transit Development Zone	No
Tax Increment Financing (TIF)	No
New Market Tax Credits	No

Identify whether **parcels adjacent to the site** are currently located within any of the following economic development zone designations:

Enterprise Zone	No
Foreign Trade Zone	No
Transit Development Zone	No
Tax Increment Financing (TIF)	No
New Market Tax Credits	No

V. ENVIRONMENTAL SITE ASSESSMENT

Has a Phase I Environmental Assessment been completed in accordance with ASTM Standard E 1527-05? (Report should include record of historical use of site, as well as an archeological and endangered species assessment) Include a copy of the report with the application.	Yes	Date Completed May, 2010
Was a Phase II Environmental Study required? If so, attach a copy.	No	

VI. TRANSPORTATION

Interstate Highway

Distance to closest <u>north/south</u> interstate highway	30 miles
•Identify interstate route number	I-35
Distance to closest <u>east/west</u> interstate highway	1/2 mile
•Identify interstate route number	I-94
Distance to and closest 4-Lane Hwy (State/Federal)	3.5 miles
Distance to and closest 2-Lane Hwy (State/Federal)	1/3 mile

River/Inland/Sea Port/Airport

Does the site have access to a navigable river, inland or sea port?	No
Distance to closest port	152 miles
Distance to closest International Airport	46 miles
Distance to local/regional airport	23 miles
Longest runway length	7,000 feet
Navigational Aids	Yes

Rail Access Contact Information and Service Description

Is there rail service on site? If yes, is it Class 1 vs. Shortline? Please describe - No Rail on Site	
Name of Contact	
Company	
Address	
City / State / Zip	
Phone	
E-Mail	
Nearest Intermodal Facility:	Northtown Rail Yard = 34 miles

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VII. UTILITY SERVICES

Electric Power Providers and Service Description

Contact Name	Scott Johnson
Company	Xcel Energy
Address	2807 West County Road 75
City / State / Zip	Monticello, MN 55362
Phone	763-493-1631
E-Mail	scott.d.johnson@xcelenergy.com



Is three-phase electric service currently at or within the boundary of this site?	Yes
If yes, what voltage is available? (describe in KW)	208 or 120 or 480 kV
Is existing service overhead or underground?	underground, single phase, overhead
Is a loop (underground loop with two different delivery points) available at site?	Radial, can get a loop feed
What is the approximate distance to the nearest substation servicing this site?	1/10 of a mile
What is the age of the nearest substation/transformers?	2 years
Is there a potential for dual feed to the site from two different substations?	Yes
What is the largest demand in KW that can be served at this site using existing system?	2,500 kVA

Natural Gas Providers and Service Description

Contact Name	Shelly Houde
Company	CenterPoint Energy
Address	P.O. Box 1165; 700 West Linden Avenue
City / State / Zip	Minneapolis, MN 55440
Phone	612-321-5343 or 320-808-8630
E-Mail	shelly.houde@centerpointenergy.com

Is there natural gas service currently available at the site?	Yes
If yes, what is the natural gas line size to the site?	4 inches
Maximum Line Capacity in CFH?	Contact Center Point Energy
Pressure (PSI)?	50-55 PSI

Municipal Water Provider and Service Description

Contact Name	Matt Thiesen
Municipality	City of Monticello
Address	505 Walnut Street, Suite 1
City / State / Zip	Monticello, MN 55362
Phone	763-295-3170
E-Mail	matt.Thiesen@ci.monitcello.mn.us

Head pressure at closest hydrant	64 to 65 psi
Flow rate at nearest hydrant	47 GPM
GPD availability at site	5,400,000
Is water from surface or ground water source?	Groundwater
Is water source part of looped system with feed from two sources?	Yes
Any planned upgrades, if so, when?	3 to 5 years
What will be the incremental capacity?	proportional increase
Attach chemical profile of water	See Attached

Contact Name	
Municipality	

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Municipal Sanitary Sewer Provider and Service Description

Contact Name	Matt Thiesen	Sewer line in place near/at site?	Yes
Municipality	City of Monticello	Diameter of line at site	8 inches
Address	505 Walnut Street, Suite 1	Size of sewer main in public right-of-way?	10-15 inches
City / State / Zip	Monticello, MN 55362	GPD Capacity	1,500,000
Phone	763-295-3170	Any special pretreatment requirements?	No
E-Mail	matt.thiesen@ci.monitcello.mn.us	Any incremental treatment capacity planned? If yes, note additional capacity	None Planned

Municipal Storm Sewer Service Description/Requirements

Based on City Engineer input:

Contact Name	Shibani Bisson	Capacity of sewer during 5-year storm event	*
Municipality	City of Monticello	Capacity of sewer during 10-year storm event	*
Address	505 Walnut Street, Suite 1	Capacity of sewer during 20-year storm event	*
City / State / Zip	Monticello, MN 55362	* Regional ponding is provided	
Phone	763-271-3254		
E-Mail	wsbshibani.bisson@ci.monticello.mn.us		
Any additional storm water treatment or rate of discharge control required for this site?			
If yes, describe treatment/control required:			

MPCA MS4 (Small Municipal Separate Storm Sewer Systems) program compliance:

Are you required to obtain permit coverage for storm water discharges? If yes, attach copy of MPCA letter on permit application.	Yes
Have you satisfied the MS4 permit conditions to develop/implement storm mgmt. program and report on status/effectiveness?	Yes
Are you required to obtain a NPDES (Nat'l Pollutant Discharge Elimination System) permit for storm water during construction?	Yes
If yes, have you prepared a Storm Water Pollution Prevention Plan (SWPPP) for erosion prevention/sediment control? (Attach copy of plan)	Yes

Telecommunications Providers and Service Description

Contact Name	Mark Birkholz
Company	FiberNet Monticello
Address	118 West 6th Street, Suite A.
City / State / Zip	Monticello, MN 55362
Phone	763-314-0100
E-Mail	mark.birkholz@arvig.com

Does the site have broadband service?	Yes
If there is broadband service, what is the upstream band width? mbps/gbps	100 to 300 mbps or 1 Gig if needed
What is the downstream band width? mbps/gbps	100 to 300 mbps or 1 Gig if needed
What is the type of delivery medium (copper, fiber optics, etc.)	fiber optics
If service not available, how soon could it be installed?	Service is available now
Does the site have two (or more) fiber providers within 5 miles?	Yes

If so, describe additional service below (Insert rows):

Contact Name	Sue Courteau
Company	TDS Telecom
Address	316 Pine St.
City; State; Zip	Monticello, MN 55362
Phone	763-271-6007
E-mail	sue.courteau@tdstelecom.com

Similar capabilities can be provided by TDS

VIII. VERIFICATION AND ASSURANCE

I agree that the information is valid and accurate on a best effort basis, that the site can be listed on the MN DEED web site, and that the site information will be updated annually, as of the date of signature. Signature: *Jim Thares*

Name: Jim Thares	Title: Economic Dev. Manager	Organization: City of Monticello	Date: 8-17-2017
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If this is an amended application (new contact person):

I agree that the information is valid and accurate on a best effort basis, that the site can be listed on the MN DEED web site, and that the site information will be updated annually, as of the date of signature. Signature: *Jim Thares*

Name: Jim Thares	Title: Economic Dev. Manager	Organization: City of Monticello	Date: 8-17-2017
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