

MN SHOVEL READY CERTIFIED DEVELOPMENT SITE APPLICATION

I. CONTACT INFORMATION

	Submitting Organization (Owner)	Local Economic Development Organization (If Different)
Contact Name	Shawn Sunnarborg/Ed Patrias	Sheila Haverkamp
Organization	Potlatch Forest Products Corporation	BLADC
Address	601 W 1st Avenue, Ste 1600	224 West Washington Street
City / State / Zip	Spokane, WA 99201	Brainerd, MN 56401
County	Spokane	Crow Wing
Phone	218-879-0436	218-828-0096
FAX	218-879-0452	218-829-8199
E-Mail	shawn.sunnarborg@potlatchcorp.com	sheila@growbrainerdlakes.org

*Note Type of Organization (Owner, Broker, Representative, etc.)

II. SITE/COMMUNITY INFORMATION AND SITE OWNERSHIP

Site Name and Address

Site Name/Designation	West Baxter Business Park
Primary PIN Number(s)	020152100000009, 020152200000009, 020152300000009, 020152400000009, 020153100000009, 020153200000009, 020153300000009, 020153400000009, 020103304B00009, 020152300A00009, 020152300B00009, 020152400A00009, 0342000090B0009
Legal Description	See page 5 & 6 of Title Commitment
Address	None assigned (located on Timberwood Drive)
City	Baxter
County	Crow Wing

Site Information

Total developable land	257.5 acres
Number of Parcels	15
Distance to major state/U.S. highway	0 miles
Directions from Interstate or Major Highway:	
The West Baxter Business Park fronts MN State Highway 210. From Highway 371, turn west onto Highway 210. Drive 3.7 miles to Timberwood Drive and turn south into the park.	

Attach following schedules for parcel and lot:

- 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.

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)	N/A
If site not owned, attach copy of option or purchase agreement	N/A
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	To Do
Updated Community Profile as reported in MNPRO's database	N/A
Will site comply with LEED Certified site requirements? (Refer to instructions for more details)	N/A

Identify All Current Property Owners for This Site

	Owner # 1	Owner #2
Name	Potlatch Forest Products Corporation	
Address	601 W 1st Avenue, Ste 1600	
City / State / Zip	Spokane, WA 99201	
Phone	218-879-0436	
E-Mail	shawn.sunnarborg@potlatchcorp.com	



III. SITE AND SURROUNDING PARCEL LAND USE AND ZONING INFORMATION

Land Use Information

Provide brief description of previous and current land uses of site.	The majority of the site is currently vacant awaiting development. About 5.1 acres of the business park have been developed for two commercial uses, Simonson Lumber Company and Brock White Company. The site was partially farmed in the early 1900s and logged until the 1960s. Since the logging the site has been allowed to revert to fields and woodland. In 1984 a portion of the property was developed with an access road, buildings, and wood storage area.
Identify current and previous uses of adjacent parcels.	Adjacent parcels have been and continue to be generally used for agricultural purposes and scattered residential development.

Current and Planned Zoning

Current and planned zoning designation for the site.	The site is currently zoned Industrial Office and Commercial Forestry. Future land use for the site is guided by the City's Comprehensive Plan. The Comprehensive Plan guides the site for Business Gateway along the Highway 210 boundary and General Industrial for the remainder of the site. When a project develops the site will be rezoned in accordance with the Comprehensive Plan to Business Gateway and I Industrial Office.
Current and planned zoning designation for land within 500 feet of the site.	Zoning to the west is for rural residential and to the east is special residential/cluster. To the north across Highway 210 the area is zoned for commercial forestry and special residential/cluster. To the south the area is zoned for commercial forestry.
Identify Municipal jurisdiction for adjacent land (Town/City/County)	To the north, east, and south is the City of Baxter. To the west is Sylvan Township/Cass County.

IV. ECONOMIC DEVELOPMENT ZONES

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

JOBZ - Job Opportunity Building Zone	No
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:

JOBZ - Job Opportunity Building Zone	No
Enterprise Zone	No
Foreign Trade Zone	No
Transit Development Zone	No
Tax Increment Financing (TIF)	No
New Market Tax Credits	No

Date

Completed

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	12/30/2015
Was a Phase II Environmental Study required? If so, attach a copy.	Yes	1/14/2016

VI. TRANSPORTATION

Interstate Highway

Distance to closest north/south interstate highway	15 miles
•Identify interstate route number	US Hwy 10
Distance to closest east/west interstate highway	miles
•Identify interstate route number	

River/Inland/Sea Port/Airport

Does the site have access to a navigable river, inland or sea port?	No
Distance to closest port	120 miles
Distance to closest International Airport	141 miles
Distance to local/regional airport	10 miles
Runway length	7,100 feet
Navigational Aids	ILS X 2

Rail Access Contact Information and Service Description

Name of Contact	Justin Pearson, Regional Manager, Economic Development
Company	BNSF Railway
Address	400 East Broadway, Suite 517
City / State / Zip	Bismarck, ND 58501
Phone	701-667-7425
E-Mail	justin.pearson@bnsf.com
Description:	Located adjacent to BNSF main line. Spur extends into site.
Nearest Intermodal Facility:	119 miles



VII. UTILITY SERVICES

Electric Power Providers and Service Description

Contact Name	Jeff Wohlert
Company	Crow Wing Power
Address	Mail: P.O. Box 507; Site: 17330 State Highway 371N
City / State / Zip	Brainerd, MN 56401
Phone	218.829.2827
E-Mail	wohlert@cwpower.com

Is three-phase electric service currently at or within the boundary of this site?	Yes
If yes, what voltages are available?	7,200/12,470 Volts Primary 277/480 Volts Secondary 120/208 Volts Secondary 120/240 Volts 1-phase Secondary
Is existing service overhead or underground?	Overhead main line with underground service delivery
Is a loop (underground loop with two different delivery points) available at site?	No
What is the approximate distance to the nearest substation servicing this site?	4.4 miles by power line route
Is there a potential for dual feed to the site from two different substations?	Yes, limited to non-peak times
What is the largest demand that can be served at this site using existing system?	1,200 kW 3-phase

Natural Gas Providers and Service Descriptio

Contact Name	Gerold Traut
Company	Xcel Energy
Address	17246 MN 371
City / State / Zip	Brainerd, MN 56401
Phone	218-825-2305
E-Mail	gerold.e.traut@xcelenergy.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
Line Capacity	N/A
Pressure (PSI)	60 PSI

Municipal Water Provider and Service Description

Contact Name	Trevor Walter
Municipality	City of Baxter
Address	13190 Memorywood Drive
City / State / Zip	Baxter, MN 56425
Phone	218-454-5100
E-Mail	publicworks@mnbaxter.gov

Head pressure at closest hydrant	50 PSI
Flow rate at nearest hydrant	2,400 GPM
Attach chemical profile of water	Yes
Is water from surface or ground water source?	Ground
Is water source part of looped system with feed from two sources?	No
Any planned upgrades, if so, when?	
What will be the incremental capacity?	GPM
Will redundancy or loop be added?	Yes



Municipal Sanitary Sewer Provider and Service Description

Contact Name	Trevor Walter	Sewer line in place near/at site?	Yes
Municipality	City of Baxter	Diameter of line at site	8 - 10 inches
Address	13190 Memorywood Drive	Size of sewer main in public right-of-way?	8 - 10 inches
City / State / Zip	Baxter, MN 56425	Depth of sewer in public right-of-way?	13 - 29 feet
Phone	218-454-5100	Any special pretreatment requirements?	No
E-Mail	publicworks@mnbaxter.gov	Any incremental treatment capacity planned? If yes, note additional capacity	No

Municipal Storm Sewer Service Description/Requirements

Based on City Engineer input:

Contact Name	Trevor Wolter	Capacity of sewer during 5-year storm event	N/A
Municipality	City of Baxter	Capacity of sewer during 10-year storm event	N/A
Address	13190 Memorywood Drive	Capacity of sewer during 20-year storm event	N/A
City / State / Zip	Baxter, MN 56425		
Phone	218-454-5100		
E-Mail	publicworks@mnbaxter.gov		
Any additional storm water treatment or rate of discharge control required for this site?			Yes
If yes, describe treatment/control required: 100 year on-site stormwater plan based on 6.27 inches of precipitation in a 24-hour period. See ordinance.			

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

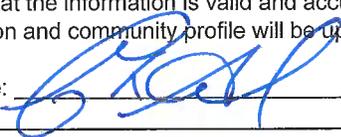
Are you required to obtain permit coverage for storm water discharges? If yes, attach copy of MPCA letter on permit application.	No
Have you satisfied the MS4 permit conditions to develop/implement storm mgmt. program and report on status/effectiveness?	N/A
Are you required to obtain a NPDES (Nat'l Pollutant 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)	No

Telecommunications Providers and Service Description

Contact Name	Kristi Westbrook, COO
Company	CTC
Address	1102 Madison Street
City / State / Zip	Brainerd, MN 56401
Phone	218-454-1105
E-Mail	kristi@connectctc.com
Is there telecommunications service currently available at the site?	Yes
Does the site have broadband service?	Yes
If there is broadband service, what is the upstream band width?	Up to 1 Gigabyte
What is the downstream band width?	Up to 1 Gigabyte
What is the type of delivery medium (copper, fiber optics, etc.)	Fiber
If service not available, how soon could it be installed?	2 weeks from order date

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 MNPRO web site, and that the site information and community profile will be updated every 120 days.

Signature: 

Name: Shawn K. Sunnarborg	Title: Region Manager-Lake States Potlatch Corporation	Organization: Potlatch Forest Products Corporation	Date: 5/11/2016
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