

Request for Pre-Application Meeting

Goal:

Potential applicants for the OWDA Brownfield Loan Program are invited to arrange a Pre-Application Meeting with the Office of Redevelopment (Redevelopment) of the Ohio Development Services Agency (ODSA). Early and continued communication with Redevelopment, beginning with these meetings, will allow participants to receive technical assistance on their projects, including financial, environmental and strategic advice. This will enable the applicant to better understand the Brownfield Loan Program application process and to prepare complete applications.

Agenda:

Each potential applicant will be asked to present information on the project, which will be followed by a discussion period and a visit to the project site.

Pre-Application Form:

Interested parties must register using the meeting request form. The meeting request form, along with Program Policies and Guidelines, are located on the program webpage:

http://development.ohio.gov/cs/cs_owda.htm. Staff from Redevelopment will coordinate with the contact listed on the form to schedule the meeting.

Environmental consultants and development partners are encouraged to attend this meeting; however, a representative from the community (the potential applicant) must be present.

E-mailed or mailed copies of the meeting request form is accepted. Redevelopment will schedule meeting times and send confirmation via e-mail ONLY after receiving the meeting request form.

For additional information or submission of a meeting request form, please contact Diane Alecusan from the Office of Redevelopment:

ODSA, Office of Redevelopment

ATTN: Diane Alecusan

77 S. High St., 26th Floor

Columbus, OH 43215-6130

Phone: 614-728-1229

Email: diane.alecusan@development.ohio.gov

**OWDA BROWNFIELD LOAN PROGRAM
PRE-APPLICATION MEETING REQUEST FORM
DATE: _____**

Desired Meeting Date:

Desired Meeting Location:

Applicant Information

Applicant Name and Type (For-profit or local government):

Applicant DUNS # (if known):

Contact Person:

Contact Address:

Contact Phone:

Contact E-mail:

Project Name:

Site Information

Property Owner:

Project Address:

County:

Parcel(s) Identification Number (PIN):

Size of Property in Acres:

Census Tract(s);
Ohio House District;
Ohio Senate District;
US Congressional District

Longitude/Latitude Coordinates to entrance of property:

So that Ohio Development Services Agency (ODSA) can best address your concerns and answer questions regarding your project at the meeting, please answer the following questions as completely as possible.

1. BRIEFLY describe the project and any specific questions to be addressed during the meeting.

2. Describe the past use and/or historic use of the property and its location (in relation to landscape features; i.e. near a river or common roadway).

3. Describe the type and level (Phase I, Phase II, Asbestos Survey) of assessment completed for the property and/or any assessment currently underway.

4. What is the estimated total project cost? What will be the requested amount from the OWDA Brownfield Loan Program?

Total Project Cost \$ _____ OWDA Brownfield Loan Program Request \$ _____

5. What are the sources and amounts of funds available for this project?

6. Does the applicant own the site? If the applicant does not own the site, do they have access to it?

7. What is the end use for the property and what economic benefit will result from the project (jobs, tax revenue)?

8. What environmental improvements will result if the project is completed?

NOTE: ODSA staff will be in contact with the individual listed on this form to schedule the meeting. Your environmental consultant, community partners, and development partners are welcome to attend this meeting; however, a representative from the the potential applicant must be present.

Please direct all communication to the contact listed below:

Diane Alecusan
ODSA, Office of Redevelopment
77 S. High St, 26th Floor
Columbus, OH 43215-6130
Phone: 614-728-1229
E-mail: diane.alecusan@development.ohio.gov

FAQ's

[Project Name](#)

[Former Commercial Names](#)

[Parcel Identification Numbers](#)

[Size of Property in Acres](#)

[Longitude and Latitude Coordinates](#)

[Total Project Cost](#)

➤ What name should I give to my project?

The name should be relevant to you, the borrower; it can be the former operational name, the former owner's name or the name of the future development.

➤ What if I don't know the former commercial name(s) associated with this property?

This information can often be found in the local library which houses a business directory ranging over several periods of time.

➤ How do I find the PIN?

Parcel Identification Numbers or PIN's are found on the deed or auditor's property card. It is a 10-13 digit number and is generally different than the deed number.

➤ How do I find the property acreage?

This information can be found on the property deed within the legal description of the property; either at the very beginning or at the end of the description. The property size can also be found on the auditor's property card.

➤ How do I find the Longitude/Latitude?

This information is necessary for the Urban Development Division's database. This information can be found in an assessment document for the property or by utilizing a GPS device (geographic positioning system) or a GIS system (geographic information system).

➤ What is included in Total Project Cost?

Total Project Cost means all dollars expended (or to be expended) at the property for eligible activities. Total Project Costs may include assessment activities, demolition activities, professional services, and cleanup activities.