

South Dakota

**CERTIFIED
READY
SITES**



Application Form



ready to work

GOVERNOR'S OFFICE OF ECONOMIC DEVELOPMENT
SOUTH DAKOTA



Application Form

Organization Requesting Certification

Name: _____

Contact Person: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____

Email Address: _____

Certification applying for (please check all that apply)

- Heavy Industrial
- Light Industrial
- Business Services/Research and Development
- Rural Business Park

Site Information

Name of Park (if applicable): _____

Address: _____

(If a street address is not yet known, please provide a general location of the site)

City/State/Zip: _____

Number of Acres Available: _____

Number of Developable Acres: _____

The application must be signed below by a duly authorized representative of the organization requesting certification.

I declare and affirm under the penalties of perjury that this application has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

Name _____ **Date** _____



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Please attach the following information. Each item should be labeled to correspond with the outline on the following pages. Materials should be submitted bound.

1. Ownership Information		
1.1	Provide the name, address, and phone number of the legal property owner of record.	
1.2	Provide a copy of the option, if applicable.	The option should include terms, dates, conditions and signatures. The term of the agreement may not be less than three years.
1.3	Provide a letter from the property owner stating the sale price of the land.	
1.4	Provide documentation of all easements, rights-of-way or covenants that apply to the property.	This documentation may be written or graphical in the form of a map to show any encumbrances associated with the property.

2. Property Information		
2.1	Include the following information about the property	
2.1.1	Provide a Plat Map	The plat map should be prepared by a registered surveyor, approved by the appropriate governmental entities and filed with the local register of deeds.
2.1.2	Provide an aerial map.	The resolution of the photograph should be at least 100 ft per inch to demonstrate any existing surface features including homes, outbuildings, tree and brush lines. It should also provide directional orientation. The photo should be dated. Aerial maps may be available from the Department of Transportation. Please contact the GOED for assistance.
2.1.3	Provide a topographic map.	The topographic map should provide 1 ft contours of the property.
2.1.4	Provide a land use map.	Provide a detailed map showing the land uses within 1000 feet of the exterior boundaries of the property.



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2.1.5	Provide a site plan.	Include available lots, with dimensions; streets (completed as well as planned); all existing and planned routes of ingress and egress; proximity to major roads; any easements that would inhibit construction and current and planned water and sewer infrastructure.
2.2 Zoning Designation		
2.2.1	Identify the level of government responsible for zoning.	Please indicate if the property is under the zoning jurisdiction of the city or county.
2.2.2	Identify the current zoning in place.	Zoning classification should meet the land use the property is applying for certification in.
2.2.3	If the property is not currently zoned for intended land use, outline plan to bring into compliance.	The plan should include the process that will occur to rezone the property as well as the anticipated timeframe to complete the reclassification.
2.3 Environmental Information		
2.3.1	Provide a copy of an environmental assessment.	Attach a copy of the environmental assessment that is in conformance with the American Society of Testing and Materials standard E1527-05.
2.3.2	Provide information identifying any endangered species within the property boundaries.	This information may be obtained from the US Fish & Wildlife Service, South Dakota Ecological Services Field Office, 420 S. Garfield Ave. Suite 400, Pierre, SD 57501. Phone 605-224-8693
2.3.3	Provide a map of any designated wetlands within the property boundaries.	To make a wetlands map, access the US Fish and Wildlife National Wetlands Inventory Mapper: http://www.fws.gov/wetlands/data/mapper.html
2.3.4	Provide a map identify the 100-year flood plain to one-half mile outside the properties boundaries.	Flood maps are available through the Federal Emergency Management Agency. Information on flood plain maps can be found at their map service center at http://msc.fema.gov/ . You may find the necessary information by creating a Firmette.

3. Property Access

3.1 Air Access <i>(This section is optional for rural park applications.)</i>		
3.1.1	Identify the nearest airport available for public use.	Identification should include the name of the airport, the distance in miles and the time to travel to.



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3.1.2	Identify the nearest airport with scheduled passenger air service.	
3.2	Rail Access <i>(All of section 3.2 is optional for business services/research & development site applications.)</i>	
3.2.1	Identify the nearest rail providers.	Documentation should include the rail provider at the nearest site and the rail provider's classification.
3.2.2	Identify the owners of all spur or switch locations.	
3.2.3	Identify any applicable rail authority.	
3.2.4	Identify all applicable rail load limits.	
3.2.5	Identify the nearest location of a rail loading facility.	
3.2.6	Identify the available rail car capacity.	
3.2.7	Identify any planned upgrades in service.	Identify the improvements to be made and include the timeframe, anticipated costs and the anticipated funding source.
3.3	Road access <i>(Section 3.3.2 and 3.3.3 are optional for business services/research and development applications.)</i>	
3.3.1	Identify state and federal highway access.	Identify by road number the nearest state or federal two-lane highway, four-lane highway and interstate highway. Also include the distance to identified highways.
3.3.2	Identify the nearest paved roadway ingress and egress location and the distance to the site.	
3.3.3	Identify the capacity of the roadway servicing the site.	Include in the description the turning radius afforded, the surface type and width and the weight restrictions.
3.3.4	Identify any plans to improve the roadway to the site.	Include the improvements that will be made and include the timeframe, anticipated costs and the anticipated funding source.
3.4	Freight Services <i>(Section 3.4.1 is optional for business services/research and development applications.)</i>	
3.4.1	Identify local businesses that provide freight services.	Provide names and contact information for any businesses.
3.4.2	Identify carrier services in the	Identify carrier services such as Fedex or UPS



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	community.	who provide service in the area.
4. Utility Access		
4.1 Water		
4.1.1	Identify the current provider of water.	Include a letter from the provider identifying the distance to the closest line, the size of the line in inches, the pressure of the line in PSI, the existing capacity in gallons per day (GPD) and the excess capacity of the line in GPD.
4.1.2	Identify the current capacity of water services at the site.	
4.1.3	Identify any excess capacity in water service.	
4.1.4	Identify any plans to improve services to the site.	Include the improvements to be made, the anticipated timeframe for completing the improvements, the anticipated costs and the funding source.
4.2 Waste Water		
4.2.1	Identify the current provider of waste water services.	Include a letter from the provider identifying the distance to the closest line, the size of the line in inches, the existing capacity in GPD and the excess capacity in GPD.
4.2.2	Identify the current capacity of waste water services at the site.	
4.2.3	Identify any excess capacity of waste water services.	
4.2.4	Identify any plans to improve services to the site.	Include the improvements to be made, the anticipated timeframe for completing the improvements, the anticipated costs and the funding source.
4.3 Electricity <i>(Section 4.3.4 is optional for heavy industrial, light industrial and rural business parks applications.)</i>		
4.3.1	Identify the current electrical provider.	Include a letter from the provider detailing the distance to the closest line, the existing line size in kilovolts, any excess capacity in kV, as well as any redundancy in delivering electricity to the site.
4.3.2	Identify the current capacity at the site.	
4.3.3	Identify any excess capacity in line.	



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4.3.4	Identify any redundancy in place	
4.3.5	Identify any plans to upgrade the electrical capacity at the site.	Include the improvements to be made, the anticipated timeframe for completing the improvements, the anticipated costs and the funding source.
4.4	Natural Gas	
4.4.1	Identify the provider of natural gas at the site or nearest to the site.	Include a letter from the provider that includes the distance to the closest line, the existing line size in inches, the existing pressure in PSI, the existing capacity in cubic feet, and the excess capacity in cubic feet.
4.4.2	Identify the current capacity.	
4.4.3	Identify any excess capacity.	
4.4.4	Identify any plans to upgrade the natural gas service to the site.	Include the improvements to be made, the anticipated timeframe for completing the improvements, the anticipated costs and the funding source.
4.5	Telecommunications <i>(Section 4.5.3 is optional for heavy industrial, light industrial and rural business park applications.)</i>	
4.5.1	Identify the provider at the site.	Include a letter from the provider that includes the distance to the nearest POP, the type of line servicing the site and how service is redundant.
4.5.2	Identify the existing level of connectivity.	
4.5.3	Identify the redundancy in place.	
4.5.4	Identify any plans to upgrade the connectivity at the site.	Include the improvements to be made, the anticipated timeframe for completing the improvements, the anticipated costs and the funding source.
4.6	Solid Waste	
4.6.1	Identify provider(s) of disposal services at the site.	Provide a letter for the existing solid waste disposal providers which includes their capacity to remove waste as well as details on the waste accepted at the local landfill.
4.6.2	Identify the removal capacity and the types of waste accepted.	



Submit Application to:

Governor's Office of Economic Development
Attn: Certified Ready Site Program
711 E Wells Avenue
Pierre, SD 57501