

PROJECT FEASIBILITY STUDY – NEW PROJECTS ON TRIBAL LAND

***Applicants:** The following field checklist must be completed before the Land Office can issue a lease on Tribal Land. If the land identified in your application is denied for any reason, you will be notified and advised to select a different location for your project. This is a preliminary study, and does not guarantee that selected land is suitable for your project. Please provide as much information as possible regarding project description, including but not limited to: conceptual plans, designs, drawings, schematics, time line, end dates etc.*

***Staff:** Upon receipt of this checklist, promptly complete your portion and forward. If you recommend to deny, please return this document to the Tribal Land Office with a written explanation for denial.*

Project Name: _____

Project Description (Plans,proposals,drawings,etc): _____

Funding Source (if known): _____

Project Manager _____ **Email** _____ **Telephone:** _____

Land Office Contact: _____ **Date of Application (Phase I):** _____

PHASE I

Land Office

- Ownership _____
- Legal Description _____
- Access _____
- Lot Boundaries and Building Area Data Collected _____
- Map attached with corner stake location indicated _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional
Comments: _____

Department of Transportation

- Map of Area Attached _____
- Soil Conditions _____
- Topographical Map Attached _____
- Ingress/Egress _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional

Comments: _____

Archeological

Presence of Archeological Features _____

Compliance with Burial Code _____

THPO Concurrence _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional

Comments _____

Zoning

Compliance with Land Use Plan _____

Compliance with Zoning Ordinance _____

Conceptual Site Plan Review _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional

Comments _____

Biologist

Endangered Species Present _____

Critical Habitat _____

Lakes, Rivers, Streams _____

Soil Erosion _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional

Comments _____

Environmental Affairs

- Compliance with Solid Waste Ordinance _____
- Compliance with Environmental Protection Code _____
- Hazardous Waste Present _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
Additional
Comments _____

Water Quality

- Lakes, Rivers, Streams _____
- Compliance with Wetland Ordinance _____
- Source Water Suitability _____
- Abandoned Well Present _____
- Compliance with Environmental Protection Code _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
Additional
Comments _____

Agriculture

- CRP Related Programs _____
- Agriculture/Lease _____
- Native Prairie _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
Additional
Comments _____

Forestry

- Compliance with Forest Plan _____
- Presence of Sugar Bush/Plantation _____
- Presence of Medicinal Plants _____

- Scheduled Sale/Burn _____
- Existing Access to Forest (project must not prohibit access) _____
- Endangered Species Present _____
- Forest Cover/Type _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional
Comments _____

Public Works / IHS

- Septic Suitability/Capacity _____
- Well Suitability/Capacity _____
- Water Main – Connection to Existing Lines _____
- Sewer Main – Connection to Existing Lines _____
- Cost Estimate for Water & Sewer Connection / Installation _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____

Additional
Comments _____

Upon completion and full approval by all departments on this checklist, please return this application to the Land Office. Land Office staff will notify Project Manager and Phase II of the New Project can begin.

PROJECT FEASIBILITY STUDY – NEW PROJECTS ON TRIBAL LAND

Project Manager: Upon receipt of this checklist, promptly complete your portion and forward to appropriate staff/offices.

Project Name: _____

Project Description: _____

Contact Person: _____ **Telephone:** _____

Land Office Contact: _____ **Date of Application (Phase II):** _____

PHASE II

**Project Manager
Complete Site Plan**

Note: Site Plan will need to be supplied to Zoning Office to ensure compliance with Zoning Ordinance. Site Plan will include all maps, drawings, building designs, building specifications, topographic maps, construction plans, etc.

Site Plan _____

Project Manager

Note: Project Manager will need to supply the requirements of the respective funding agency regarding the appropriate Environmental Review standards. Some funding agencies have certain formats and/or standards that is required to accept the Environmental Review documents listed below. Note: The documents below cannot be completed until the above information is acquired.

Environmental Worksheet (if applicable) _____

Accept Deny Performed by: _____ Date Received: _____

Environmental Assessment _____

Accept Deny* Performed by: _____ Date Received: _____

**If denied, an Environmental Impact Statement must be performed*

Environmental Impact Statement _____

Accept Deny Performed by: _____ Date Received: _____

Project Manager

Permits and/or Necessary Documents

Note: If checked, Project Manager must obtain from source listed. Fees apply if so designated.

Land Use-Building Permit Issued By: _____ Fee _____

Stormwater Construction Permit Issued By: _____ Fee _____

- Soil Erosion Control Plan Issued By: _____ Fee _____
- NPDES Issued By: _____ Fee _____
- Corps of Engineers 404 Issued By: _____ Fee _____
- Section 106 Clearance Issued By: _____ Fee _____
- Threatened/Endangered Species Act Issued By: _____ Fee _____
- Special Use Permit Issued By: _____ Fee _____
- Shoreland Alteration Permit Issued By: _____ Fee _____
- Driveway Access Permit Issued By: _____ Fee _____
- Underground Storage Tank Permit Issued By: State Fire Marshall _____ Fee _____
- Air Quality Permit Issued By: _____ Fee _____
- NRCS Farmland Conversion Issued By: _____ Fee _____
- Other (*specify*) _____ Issued By: _____ Fee _____
- Other (*specify*) _____ Issued By: _____ Fee _____
- Other (*specify*) _____ Issued By: _____ Fee _____
- Other (*specify*) _____ Issued By: _____ Fee _____

Land Office
Note: Processing these documents will take a minimum of 30 days.

- Lease Application: Resolution Number: _____ Date of Approval: _____
- Tribal Resolution: Number: _____ Date of Approval: _____
- Lease & Resolution sent to BIA for Approval & Recording _____
- Certified TSR Requested: Date Requested: _____ Date Received: _____
- Rights-of-Way or Easement Needed: _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
 Additional
 Comments _____

Zoning

- Submittal of Site Plan for Review _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
Additional
Comments _____

Health & Safety (IHS Sanitarian) where needed or appropriate

- Plan Review _____
- Policy Review _____
- Life Safety _____
- Site Survey _____

Recommended Action

Forward Deny **Checked by:** _____ **Date:** _____
Additional
Comments _____

Planning Commission
Note: The Planning Commission meets the first Thursday of every month or as needed.

- Review of Site Plan _____

Recommended Action

Accept Deny Accept with Provisions _____ **Date:** _____

Provisions: _____

