

Want to better understand where you are in your business process? This questionnaire is meant to help identify where you are in terms of growing your firm, expanding your current building, or buying a new one. There is a brief description at the end of each section to help explain the importance of the questions asked.

### Business Planning

1) Is this a new business, or are you expanding/relocating an existing business?

- Entrepreneurial/New Business  
 Expansion of a Business Currently on Site  
 Relocation of Business from Another Site

2) What type of business are you planning to operate:

- Outdoor Industrial (Gravel Pit, Mining, Scrapyard, Salvage Yard, etc)  
 Utility (eg, substation, cell tower, etc)  
 Outdoor Storage for Materials and/or Equipment  
 Indoor Storage Center  
 Manufacturing, Warehouse/Distribution/Fulfillment Center  
 Office/Professional Services/Research & Development  
 Call Center  
 Retail  
 Restaurant or Eating Establishment  
 Agritourism (retail sales at an agricultural facility)  
 Lodging- (Hotel, B&B)  
 Seasonal Lodging- (Campground, RV Park, Cabins)  
 Recreational Facility (Dude Ranch, Golf Course, Marina, etc)  
 Other

- 3) Do you have a business plan?  Yes  No  
 4) Do you have financing for your project?  Yes  No

*If you are not sure what type of business operation you have, or you don't have a business plan or financing, you may want to consider additional work with SBDC or other small business assistance organization.*

### Facility Planning

- 5) Do you know the size, dimensions, and functions of the building you need?  Yes  No  
*(note: functions may include loading docks and high ceilings for manufacturing and warehouse, flex space, movable floors for a high tech office, etc)*
- 6) Do you know how many parking spaces you will need?  Yes  No
- 7) Do you know how much car traffic and commercial traffic (eg, 18 wheeler trucks) your business will generate each day?  Yes  No
- 8) Do you know your needs for the following infrastructure:

- Water usage (gallons per day):  Yes  No
- Will sewer use be domestic only:  Yes  No
- Power (eg, three phase or two phase):  Yes  No
- Internet (fiber, high speed, etc):  Yes  No

9) If new construction: do you know the stormwater runoff that will be generated by your building?  Yes  No

10) Will your operation have any of the following external effects?

- Dust:  Yes  No  Don't Know
- Noise:  Yes  No  Don't Know
- Runoff:  Yes  No  Don't Know
- Lighting:  Yes  No  Don't Know
- Other:  Yes  No  Don't Know

11) Will this project accommodate your growth for the next 5-7 years, or will you need to expand?  Yes  No

a. If no, do you wish to have room to expand at the site you select?  Yes  No

*These issues will be integral to determining the type of building you need, and some considerations about what location might be most suitable. Be prepared to talk about these issues in detail with a real estate agent, engineer, or architect.*

**Location Planning**

12) Do you know where you would like to locate your business (Durango, Bayfield, Ignacio, County)?

If in the County, do you want to be within three miles of Durango?  Yes  No

13) Have you selected a specific site for your business?  Yes  No

a. If yes, do you own a site, have you purchased it, or have you leased it yet?

- Own my own site
- Have purchased or leased a site
- Do not own a site, have not purchased a site, and have not leased a site

b. If no, are there specific sites you are considering?  Yes  No

c. Is the site/are the sites zoned?  Yes  No  Don't Know

i. If yes, what is the current zoning and what is the future zoning?

Current Zoning: \_\_\_\_\_  
 Future Zoning: \_\_\_\_\_

- ii. If no, does your site have a Class II permit?  Yes  No  Don't Know
- 14) Does the site/s have sewer and water service?  Yes  No  Don't Know
  - a. If no waterline, does the property have a commercial water well?  
 Yes  No  Don't Know
- 15) Are there utility easements or other features that may affect your site design plans (eg, steep slopes, floodplain, etc)?  
 Yes  No  Don't Know
- 16) Have you had preliminary meetings with any of the following agencies, or received approval from any of the following agencies, regarding your expansion?
  - City of Durango Planning Department
  - Town of Bayfield
  - Town of Ignacio
  - La Plata County Planning Department
  - CDOT
  - Fire Authority (eg, DFRA)
  - San Juan Basin Health
  - Colorado Department of Water Resources

*These questions are key for determining where you might be able to build your new facility, or, if you are buying an existing facility, whether you will need to seek a change in use. An engineering and planning firm, site selection specialist, architect, or entitlement specialist can help you not only answer these questions but help set up pre-application meetings with the local planning department, and help you through the approval process as well.*

If you have any questions or wish to discuss this further, please email or call the Alliance and we can assist you with a confidential consultation.

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