



CITY of SOUTH MILWAUKEE

Downtown Revitalization Grant – 2016

“A vibrant, welcoming,
and authentic city
center recognized
for its businesses,
culture, and urban
living opportunities.”

**CITY OF SOUTH MILWAUKEE
DOWNTOWN REVITALIZATION GRANT
INQUIRIES & SUBMISSIONS**

Contact:

Robin Grams, Economic Development
(414) 762-2222 x190

City Hall

2424 15th Avenue
South Milwaukee, WI 53172

Office Hours:

Monday – Friday
7:30 a.m. to 4:00 p.m.

CONTENTS

.....	4
GRANT GOALS	4
.....	5
GRANT PROGRAM BASICS	5
.....	6-7
DOWNTOWN SOUTH MILWAUKEE [MAP]	6-7
.....	8
WHO QUALIFIES & HOW TO APPLY	8
.....	9
ELIGIBLE & INELIGIBLE IMPROVEMENTS	9
.....	10
APPLICATION SUBMITTAL	10
.....	11
EVALUATION PROCESS	11
.....	12
EVALUATION CRITERIA	12
.....	13
AFTER THE APPLICATION PROCESS	13
.....	14
GRANT APPLICATION TOOLKIT	14
.....	15
APPLICATION CHECKLIST	15
.....	17
APPLICATION FORM	17
.....	19
FAÇADE DESIGN GUIDELINES	19
.....	23
APPLICANT AUTHORIZATION	23
.....	25
LIEN AUTHORIZATION	25
.....	



GRANT GOALS

1. Create a better and economically viable future for businesses and property owners in downtown South Milwaukee.
2. Assist property owners in attracting retail businesses to vacant locations.
3. Enhance the character and appearance of downtown.
4. Promote pedestrian-oriented design principles to attract visitors and shoppers.
5. Restore the historic and architectural character of downtown.
6. Increase the vibrancy of downtown.
7. Foster a sense of pride in downtown and the wider community.
8. Encourage investment in downtown and the surrounding neighborhoods.
9. Help businesses assess and remove barriers to accessibility.



A photomontage of future opportunities for the south side of the 900 block of Milwaukee Avenue, at the intersection with 10th Avenue, including a simple “unveiling” of the façade of a prominent downtown building (canopies, signage, and landscape could further improve aesthetics) and improvements to the current Tri-City National Bank public space.

GRANT PROGRAM BASICS

South Milwaukee's Downtown Revitalization Grant program has been designed to improve downtown's buildings and to support ongoing investment in South Milwaukee's Downtown. Through these improvements, **the City hopes to foster the growth of new downtown businesses and the expansion of downtown's current businesses.** This emphasis on business growth and expansion will enhance the downtown's vitality, attracting new customers and their dollars to downtown's businesses and additional investment in the downtown over time. Ultimately, South Milwaukee's revitalized downtown can become the community's central place for residents and provide a unique experience for visitors to the community.

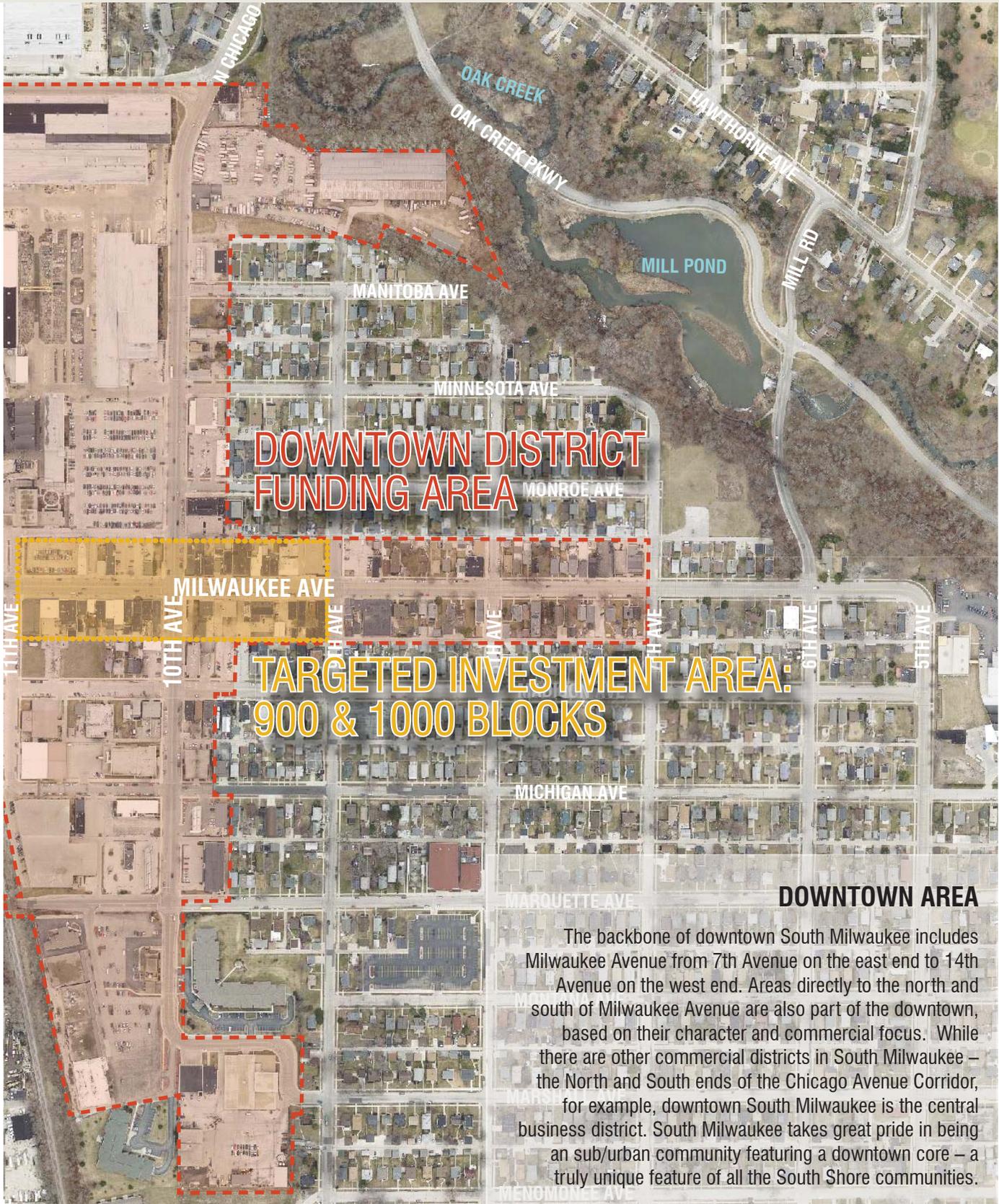
Through this program, the City of South Milwaukee will provide matching grants to encourage improvements to exteriors and interiors of downtown buildings to make them attractive, safe, and code compliant for new and growing downtown businesses. The Downtown Revitalization Grant will support building improvement projects that use quality materials, improve the building's appearance, and reinforce downtown's importance to South Milwaukee. Under this program, building and business owners are eligible for reimbursement of 50% of the actual improvement costs, up to a maximum amount of \$30,000.

Applications for this grant program will be accepted on an ongoing basis, and grants will be awarded based on downtown goals described in the City's Downtown Strategies, the City's Comprehensive Plan Update, and the Common Council's downtown and economic development objectives. Grants will be awarded, depending on the availability of funds, on a continual basis. The City's Community and Economic Development staff are responsible for the administration of the Downtown Revitalization Grant program.

Under the Downtown Revitalization Grant, building and business owners are eligible for reimbursement of up to 50% of the actual improvement costs, up to a maximum amount of \$30,000.

DOWNTOWN SOUTH MILWAUKEE





DOWNTOWN DISTRICT FUNDING AREA

TARGETED INVESTMENT AREA: 900 & 1000 BLOCKS

DOWNTOWN AREA

The backbone of downtown South Milwaukee includes Milwaukee Avenue from 7th Avenue on the east end to 14th Avenue on the west end. Areas directly to the north and south of Milwaukee Avenue are also part of the downtown, based on their character and commercial focus. While there are other commercial districts in South Milwaukee – the North and South ends of the Chicago Avenue Corridor, for example, downtown South Milwaukee is the central business district. South Milwaukee takes great pride in being an sub/urban community featuring a downtown core – a truly unique feature of all the South Shore communities.

WHO QUALIFIES & HOW TO APPLY

APPLICANT & PROJECT ELIGIBILITY

Grant program applicants must meet the following eligibility criteria. All work must be completed after grant approval to be eligible for grant reimbursement.

- ✓ Owners of downtown properties used wholly or partially for commercial activities, or building tenants with leases exceeding two years in length, and located within South Milwaukee's downtown, as shown on pages 6-7. Applications will be accepted for any properties within the Downtown District boundary. Applications for properties located along Milwaukee Avenue between 11th Avenue and 9th Avenue, the Targeted Investment Area (as seen on page 7) will be given priority.
- ✓ Projects eligible for grants may receive reimbursement of up to 50% of the actual improvement costs with a maximum grant of \$30,000.
- ✓ Projects must have a minimum total budget of \$5,000.
- ✓ After approval, all relevant City of South Milwaukee permits must be obtained, and all work completed must meet City of South Milwaukee codes and regulations, including any occupancy requirements.
- ✓ Projects must include façade improvements that align with the City's Façade Design Guidelines, beginning on page 19.

ELIGIBLE & INELIGIBLE IMPROVEMENTS

ELIGIBLE IMPROVEMENTS

Properties used wholly or partially for commercial activities and located within the downtown, as noted in the **Applicant & Project Eligibility** section on page 8, can apply. This grant program intends to promote quality improvements to the downtown's properties and the downtown's ground level commercial lease space.

Eligible improvements under this grant program include, but are not necessarily limited to:

- ✓ Accessibility improvements for persons with disabilities
- ✓ Building expansion
- ✓ Design services, including architectural and interior design
- ✓ Energy conservation improvements
- ✓ Electrical work, including service upgrades
- ✓ Exterior improvements, including façades, windows and doors, awnings, repointing (once per building), lighting, stairs, railings, and exits
- ✓ Fire and security alarm systems
- ✓ Fire sprinkler system installation or upgrade, including any needed water service improvement
- ✓ Heating, ventilation, and air conditioning
- ✓ Interior improvements supporting tenant occupancy
- ✓ Lighting
- ✓ Maintenance work, such as roof repair and replacement, and façade 'unveiling' and masonry cleaning
- ✓ Painting
- ✓ Plumbing
- ✓ Restoration of historic or original interior architectural features, including ceilings, light fixtures, floors, and architectural detailing
- ✓ Structural repairs
- ✓ Utility service upgrades, including water, grease trap, or sewer connections

INELIGIBLE IMPROVEMENTS

Projects and expenses, such as the following, are not eligible:

- ✗ Building or land acquisition
- ✗ Conversion of first floor commercial space to residential use
- ✗ Demolition, including emergency or safety-related demolition expenses (with the exception of demolition that is required for larger catalytic redevelopment opportunities)
- ✗ Flood or water damage repairs
- ✗ Furnishings, equipment, or personal / business property not affixed to the real estate
- ✗ Legal fees
- ✗ New building construction
- ✗ Parking lot resurfacing
- ✗ Permit fees
- ✗ Pest extermination
- ✗ Work begun prior to application submittal or done without a required building permit as part of an approved project

Properties with the following issues are not eligible for the grant program:

- ✗ Residential units, either multi-unit or single-family
- ✗ Properties with delinquent fees owed to the City of South Milwaukee or with an active code compliance matter
- ✗ Properties with real estate tax delinquencies, or in litigation, condemnation, foreclosure, or receivership

APPLICATION SUBMITTAL

Applicants are encouraged to meet with City staff in advance of submitting a grant application to review grant requirements and to determine how the Downtown Revitalization Grant can best work for their project. Grant applications may be submitted at any time, assuming available City funding. Property owners are required to be co-applicants on any grant application for their business owner tenants.

To complete an application for the Downtown Revitalization Grant, prospective applicants should provide the following:

- Completed Application Form (see page 17) including the following:
 - Project description
 - Property location and photo(s) of current conditions
 - Total anticipated budget
 - Total anticipated grant request
 - Estimated timeline and completion date
- Itemized List of proposed improvements
- Completed bids from at least two (2) contractors for work specified on the Itemized List. Qualified applicants may apply and serve as their own contractor, but only project materials will be reimbursed by the grant. The Grant Review Committee may approve sole source bids for specialized work, if reasonable attempts to obtain a second bid have been unsuccessful.
- Digital photographs of interiors and exteriors where improvements will occur
- Drawings and/or modified photographs clearly showing proposed improvements
- Paint and material samples
- Proof of property ownership and any executed leases for commercial spaces to be improved

Additional information will be required for joint property owner/business owner tenant applications.

For business owners, the information and forms listed below should be submitted as part of this application. *All financial information and background/credit check forms are confidential and used exclusively for grant review and will be returned to the applicant after the Grant Review Committee completes its review and prior to any submission to South Milwaukee's Common Council.*

- Most recent three (3) years of business tax returns (Business Owner Only)
- Business financial statements, including a current business plan, most recent year-end income statement and balance sheet (Business Owner Only)
- Authorization to Conduct Credit and Background Check (Business Owner Only. See page 23 for this form.)

EVALUATION PROCESS

During the initial evaluation process, staff will work with each applicant to ensure a complete grant application.

Once complete, City staff will initially review the applicant's project plan, tax returns, business plan, financial statements, credit and background checks, confirm any fine or tax-related issues, and summarize the project purpose, based upon discussions with the applicant.

City staff will then submit the completed application and summary to the Grant Review Committee for their consideration.

The Grant Review Committee should include five (5) voting members: One representative from the South Milwaukee Plan Commission, one representative from the Downtown Advisory Committee, two staff members (City Administrator, City Building Inspector, or City Engineer), and one at large member. At least one representative should have knowledge of construction and/or business plans. The aldermanic representative to the Downtown Advisory Committee will serve as a non-voting representative to the Grant Review Committee. Appointments of non-staff voting members will be made by the Mayor, subject to confirmation by the Common Council.

Grant applicants must attend the Grant Review Committee meetings when their grant application is being considered to respond to any project-specific questions.

If approved, the Grant Review Committee will recommend approval of the grant application to South Milwaukee's Common Council.

If the Grant Review Committee recommends approval, staff will prepare a Downtown Revitalization Grant Agreement, as part of the Council documentation, and forward to the Common Council for approval.

If approved by South Milwaukee's Common Council, the applicant and the City of South Milwaukee will then sign the Grant Agreement. The Council will determine and approve the final grant amount.

If denied by the Grant Review Committee, staff will inform the applicant in written form within five (5) business days of application decision with the reasons for the denial. Applicants receiving a denial may re-apply for a new project grant after six (6) months.

City staff will maintain a record of each completed application and process recommendations.

Applicants should strive to maintain the property without changes or alterations to work funded by the Downtown Revitalization Grant Program for a period of one (1) year from the date of completion. As part of any approval, the Common Council may require the owner of the subject property to consent to imposition of a lien on the property to ensure that the property continues to be maintained in accordance with the terms of the grant. A lien form is provided on page 25.

EVALUATION CRITERIA

The City will evaluate applications based on:

- ✓ Is the project eligible?
- ✓ Is the application submission thorough and thoughtful?
- ✓ Will the potential improvements be beneficial to the downtown's appearance and business growth?
- ✓ Will the project positively contribute to the City's downtown revitalization objectives?
- ✓ Will the project leverage more investment than the required grant match by the applicant?
- ✓ Will the project enhance the building's exterior appearance and that of neighboring buildings?
- ✓ Will the grant result in an improvement that would not be made otherwise?
- ✓ Is the applicant's project plan viable, given their qualifications and established history of ownership?
- ✓ Does the project comply with the Façade Design Guidelines?



Source: Google Earth

Existing conditions of the north side of the 1000 block of Milwaukee Avenue, at the intersection with 10th Avenue



Source: GRAEF

A photomontage of future opportunities for the north side of the 1000 block of Milwaukee Avenue, at the intersection with 10th Avenue, including improvements to Heritage Park, the Milwaukee Avenue streetscape, redevelopment, and restoration / rehabilitation of existing buildings

AFTER THE APPLICATION PROCESS

After the Revitalization Grant Agreement is signed by the applicant and/or the property owner and the City of South Milwaukee, applicants must apply for and receive all necessary building permits prior to undertaking any work requiring a permit under the City's Building Code. Project construction will proceed according to the approved plans and subject to periodic City inspections. Construction must be completed within 180 days after the execution date of the Revitalization Grant Agreement, unless a written extension is granted as described in the Grant Reimbursement section below.

GRANT REIMBURSEMENT

Grant reimbursements for approved applicants will be made within forty-five (45) days after the following documentation has been submitted:

- Copies of all paid invoices and cancelled checks for all of the work described in the approved grant. The total amount of paid project work must at least equal the grant recipient's required match amount plus the amount of the revitalization grant. All paid project expenditures must be acknowledged or signed and dated by the project contractors.
- Copies of all necessary Federal Labor Standards documentation from contractors.
- Copies of the signed contracts with the contractors that were chosen to do the work.
- Copies of lien waivers from all general contractors, subcontractors, and major material suppliers.
- Photograph(s) of the completed project.

City staff will inspect all work to ensure that it complies with the approved project plans. Any changes to the approved plan will require a written request from the applicant and approval by the Grant Review Committee in order to retain the revitalization grant.

The City of South Milwaukee reserves the right to refuse reimbursement in whole or part through this Downtown Revitalization Grant program for either work or expenditures that:

- ✗ Do not conform to the project proposal(s) submitted with the application and approved by the Grant Review Committee and South Milwaukee's Common Council.
- ✗ Do not conform to the City's Façade Design Guidelines (page 19).
- ✗ Are not completed within 180 days from the Common Council approval date.

Since the Grant Review Committee cannot reserve funds for a project indefinitely, a grant may be subject to cancellation if approved work has not been completed or significant progress has not been made by the progress deadline. Requests for extensions will be considered only if made in writing to the Grant Review Committee, and significant progress toward completion has been demonstrated. Any request for extension should also specify the likely project completion date.

GRANT APPLICATION TOOLKIT

.....	
GRANT APPLICATION TOOLKIT	14
.....	
APPLICATION CHECKLIST	15
.....	
APPLICATION FORM	17
.....	
FAÇADE DESIGN GUIDELINES	19
.....	
BACKGROUND & CREDIT CHECK INFORMATION	23
.....	
LIEN AUTHORIZATION	25
.....	

APPLICATION CHECKLIST

Applicant Name(s): _____

Project/Property Address: _____ Anticipated Project Budget: _____

Grant Request (Maximum of 50% of eligible costs with a maximum of \$30,000): _____

Estimated Project Completion Date: _____

The following should be included with your application:

- Completed and Signed Application Form
- Itemized List of Proposed Improvements
- Completed Bids from Two (2) Contractors, applying Federal Labor Standards, if applicable
- Digital Photographs of the Building and Areas Proposed for Improvement
- Drawings and/or modified Photographs showing Proposed Improvements
- Paint and Material Samples
- Proof of Property Ownership
- Executed Lease (from tenant applicants)

For business owners, the following information and form should be submitted as part of this application. All financial information, proprietary information forms, and background/credit check forms are confidential and used exclusively for grant review and will be returned to the applicant after the Grant Review Committee completes its application review and prior to Common Council approval.

- Most recent three (3) years of business tax returns (Business Owner Only)
- Business financial statements, including a current business plan, most recent year-end income statement and balance sheet (Business Owner Only)
- Authorization to Conduct Background and Credit Check (Business Owner Only. See page 23.)

This page is intentionally blank.

APPLICATION

In submitting this application, the applicant(s) acknowledge and agree that they will comply with the terms and conditions of South Milwaukee's Downtown Revitalization Grant program.

Business Owner/Applicant Name: _____

Business Address: _____

Phone Number: _____ Mobile Number: _____

E-mail: _____

Property Owner/Applicant Name: _____

Phone Number: _____ Mobile Number: _____

Project/Property Address (Please include a photo of the property): _____

Business Owner/Applicant Lease Expiration Date: _____

Project Description (Please use additional sheets if needed): _____

Anticipated Project Budget: _____

Grant Request (Maximum of 50% of eligible costs with a maximum of \$30,000): _____

Tenants at Project/Property Address (Total): _____

Commercial Units: _____

Residential Units: _____

Will There Be Any Changes to Current Uses at Property/Project Address? _____

Business Owner/Applicant Signature: _____ Date: _____

Property Owner/Applicant Signature: _____ Date: _____

This page is intentionally blank.

FAÇADE DESIGN GUIDELINES

The Façade Grant Design Guidelines outline the standards, which should be followed when renovating buildings using a Façade Grant. These design guidelines take into consideration a building's historic significance in determining an appropriate design solution to the renovation. Exceptions to these guidelines may be granted on a case-by-case basis.

THE FAÇADE

The façade is the entire exposed exterior surface of a building that fronts a public street and contains the building's principal entrance. Any elevation not containing the main entrance but fronting a public street exposed to public view will be considered a secondary elevation. Secondary elevations may also be eligible for façade grants.

STOREFRONTS

It is the intent of these guidelines that most buildings should have a storefront – type glazing the street. When alterations are made to the first floor levels of buildings that currently have more closed up or opaque storefronts, the Façade Grant Program will usually require that the storefront be restored to its original condition of a more open façade. Opaque or permanently enclosed storefronts are prohibited, as are window treatments, which significantly decrease the amount of original window area. All damaged or otherwise deteriorated elements of storefronts, display windows, entrances, upper façades or signs should be repaired or replaced to match or be compatible with the original materials and design of the building. Buildings that are an integral element of the traditional streetscape should reflect and complement the character of surrounding area to the greatest extent possible.

If an existing storefront is to be replaced, the new storefront should be traditional in character and include an appropriately designed bulkhead panel, large glass display windows, a glazed transom surmounted by a storefront cornice, and a traditional glazed storefront door. This new storefront should fill the full height of the original masonry opening.

MASONRY

Unpainted brick, stone, or terra cotta should not be painted or covered by another cladding material. Previously painted masonry, however, may be painted. If it is necessary to remove paint or clean unpainted masonry, the gentlest method should be used to do so. Sandblasting and other abrasive cleaning methods are prohibited because of the damage it can do to the masonry. Defective mortar should be repointed by duplicating the original mortar in color, style, texture, and strength. Deteriorated masonry should be replaced with new masonry that duplicates the old masonry materials as closely as possible.

UPPER STORY WINDOWS

Upper story windows that are visible from the public right-of-way should be restored to their original condition. Creating additional openings, enlarging or reducing window opening sizes and filling openings with materials such as glass block, should be avoided. If necessary, the replacement window should duplicate the appearance and design of the original sash to the greatest extent possible. Modern style window units such as a horizontal sliding sash or single panes of fixed glass in place of an original double hung sash, as well as the substitution of units with glazing configurations not appropriate to the style of the building should be avoided.

DESIGN GUIDELINES (continued)

TRIM & ORNAMENTATION

All structural & decorative elements of eligible façades should be repaired or replaced to match or be compatible with the original materials and design of the building to the greatest extent possible. This includes, but is not limited to window caps, carved stonework, ornamental plaques, and cornices.

AWNINGS & ENTRANCE CANOPIES

If storefront awnings are to be used, they should be of a traditional tent style. Internally illuminated, half round hoop, and truncated wedge shaped awnings will generally not be approved. Awnings should be made of canvas or neoprene impregnated fabric instead of shiny vinyl. Awnings with soffit panels should not be used to allow the structure on the underside of the awning to be exposed. Custom awnings may be approved if sensitively designed to enhance a new storefront design.

Entrance canopies extending out to the curb may be permitted if they are traditional in design, fabric covered, and sized to complement the proportions of the storefront. Fixed, metal, asphalt shingle, or mansard type canopies should not be used.

SIGNAGE

New signage should be traditional in character to complement the architecture of many of the older buildings in the Downtown area. All signs must be compliant with the South Milwaukee Sign Code. There are many types of traditional signs that are appropriate for use on older storefronts.

Sign Boards

A flat signboard with hand painted or raised lettering is the most appropriate type of sign for older commercial buildings. These signs should be placed in the narrow band above the storefront called the sign zone and is

externally lit. Modern, internally lit box signs are not permitted when using the Façade Grant Program.

Awning Signs

Awning signs have lettering on the edge flap or “skirting” of the awning that remains visible when the awning is either retracted or open. Lettering on the main part of the awning is generally not permitted.

Display Window Lettering

Another common type of storefront signage is lettering that is painted on or etched into the interior side of display windows and glazed entry doors. These signs should consist of only lettering and/or a logo, should not cover more than 1/5 of the area of the glass panel, and should not obscure the display area.

Hanging Signs

Hanging signs are signs that project from building’s wall and are supported by metal brackets. These signs can come in all shapes and sizes and are sometimes made in the likeness of objects or symbols associated with a particular type of business. These signs should project no more than four feet from the face of the building, and should not obscure the signage of other nearby businesses. The signs and brackets should be designed to complement the architecture of the building and mounted in the mortar joints of masonry buildings. All projecting signs should be hung within the base zone of the building or parallel to the second story windows, and be externally lit. Internally lit and moving projecting signs are not permitted.

Transom Signs

A transom sign is made of leaded glass letters that are built into the transom above the storefront display window or door. These can be illuminated at night with backlighting or illuminated from the glow of interior store lights. These signs can

be made today by leaded glass crafts workers and can be made as easy to remove panels that can be changed when tenants change.

SECURITY GATES & BARS

The installation of either interior or exterior, permanent or retractable security gates or bars is prohibited. They are out of character with the architecture; create an impression that the area is unsafe, and ultimately hurt business. Less obtrusive security devices, alarm systems, or unbreakable glazing material are preferred alternative security measures.

EXTERIOR LIGHTING

Spot or flood lighting to highlight the architectural detailing of a building should be inconspicuous and blend with the wall on which it is mounted. No lights should move, flash, or make noise.

OTHER EXTERIOR ELEMENTS

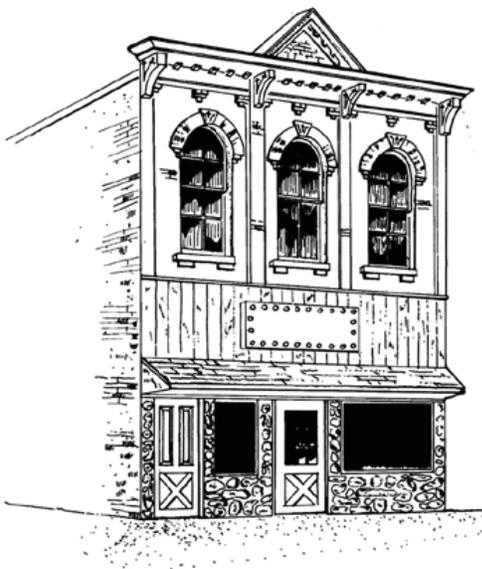
Existing exterior fire escapes, ladders, standpipes, vents, etc. should be painted to blend with the wall on which it is mounted. No lights should move, flash, or make noise.

LANDSCAPING & FENCING

In some projects, landscaping and fencing will be considered. Simply installing fencing around a parking lot or a portion of a parking lot will generally not qualify for a façade grant. If fencing is part of a larger renovation project, it will be considered only if the fence has extraordinary architectural character such as stockade. Board-on-board, picket, and chain link would not be eligible for a façade grant. Planters or retaining walls should be built of a material, which compliments the materials of the adjacent buildings.

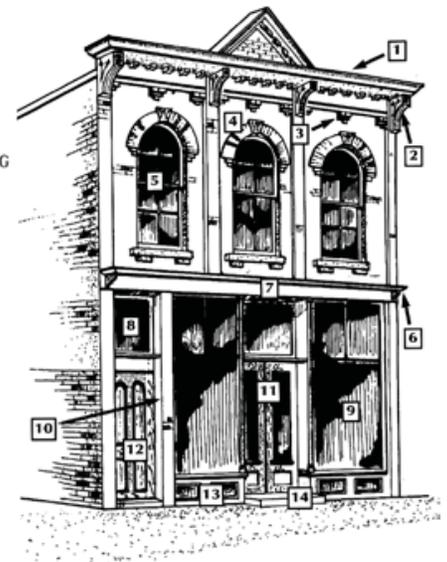
Generally, brick or other suitable masonry units would be considered while certain types of interlocking concrete block and landscaping timbers would not be eligible.

TERMS USED TO DESCRIBE STOREFRONT FEATURES



Before

1. UPPER CORNICE
2. BRACKET
3. CORBELLED BRICK DECORATION
4. WINDOW HOOD MOLDING
5. DOUBLE HUNG WINDOW UNIT
6. STOREFRONT CORNICE
7. SIGN ZONE
8. TRANSOM WINDOW
9. DISPLAY WINDOW
10. MASONRY PIER
11. DOUBLE LEAF ENTRY DOOR
12. DOOR TO UPPER FLOOR
13. BULKHEAD
14. ENTRY RECESS



After

FAÇADE DESIGN CONSIDERATIONS

- 1 Zone 1 Façade Base**
The base anchors the building to the ground and is the interface between the building and people. The base of the building includes any exposed basement.
- 2 Zone 2 Façade Middle**
The middle of a building abstractly communicates the building’s function or use. The transition between the middle and the base or the middle and the top of a building is often articulated by the use of contrasting materials, or ornamental elements.
- 3 Zone 3 Façade Top**
The top terminates the building against the sky and provides opportunity to create an interesting silhouette and, in conjunction with surrounding buildings, an interesting skyline.

- 4 Zone 4 Façade Base Encroachments**
Base encroachments include any element at the base of a building that extend beyond the property line. Elements in this zone may include architectural features, signage, awnings, lighting, and other adornments.
- 5 Zone 5 Façade Middle & Top Encroachments**
Middle encroachments include any element above the base of the building that extend beyond the property line. Elements in this zone may include architectural features, bay windows, signage, balconies, awnings, and other embellishments.
- 6 Zone 6 Interior Activities**
Interior activities include uses that occur on the private side of a building’s façade on the ground floor. This zone is important to ensure a certain amount of activity on the ground floor to enliven the street.



Source: Google and GRAEF

APPLICANT AUTHORIZATION

BACKGROUND & CREDIT CHECK AUTHORIZATION

I, _____ (print name), do hereby give permission for the City of South Milwaukee to conduct a background and credit check in relation to my application for a Downtown Revitalization Grant. I will provide information that is necessary for the City to conduct such investigations.

Signature: _____

Date: _____

Printed Name: _____

This page is intentionally blank.

LIEN AUTHORIZATION

(ONLY IF REQUIRED BY COMMON COUNCIL)

I, _____ (print name), as owner of the real property
at _____ (PIN _____)
described as (insert legal description) _____
_____;

do hereby grant to the City of South Milwaukee a lien on this property in the amount of \$ _____
for a Downtown Revitalization Grant. Said lien shall run to the City of South Milwaukee, and shall
be released at the end of the third year after which it is recorded. Said lien may be foreclosed on by
the City, if the property is sold, the business closes, or if the business fails to pay personal property
taxes in any year, prior to the three (3) year term for a prorated amount from the original lien date on a
calendar year basis. Said lien shall be secondary to any primary mortgage lien on the property.

Owner Signature: _____

Date: _____

Printed Name: _____

