

Community Development Authority (CDA) Small Business Forgivable Loan Program

APPLICANT INFORMATION

Name:
Phone:
E-Mail:

FOR OFFICE USE ONLY

Application Date:
Approval Date:
Amount:

PROPERTY OWNER INFORMATION

Name:	Years Owned:	
Address:	Phone:	
City:	State:	Zip:
Owner's Signature (if not applicant):		

BUSINESS AND / OR PROJECT INFORMATION

Name of Business:	
Business/Project Owner's Name:	
Address:	Phone:
Type of Business:	

Select Funding Request:

- Façade Improvements Building Code Compliance Updates Equipment, Outdoor Renovations, Professional Services

PROPOSED IMPROVEMENTS

Project Description:
Estimated Cost of Improvements:

Check appropriately:

- I own the property in consideration I lease the property in consideration

I have read the Small Business Forgivable Loan Program Eligibility Requirements and Guidelines. I understand that if the proposal is approved, I will make the above improvements to the property within the specified time allowed.

APPLICANT'S SIGNATURE:

Program Guidelines

- The Small Business Forgivable Loan Program is designed to assist small businesses located in commercial districts in the City of Wauwatosa to foster and facilitate the development of a healthy, diversified economy in Wauwatosa in which businesses can innovate, grow, and prosper.
- The business shall remain in operation by the Borrower for a minimum of five (5) years or the Borrower shall remit the forgivable loan funds to the CDA in the following proportion:

Year 0-1: 100% of eligible loan funds
Year 1-2: 80% of eligible loan funds
Year 2-3: 60% of eligible loan funds
Year 3-4: 40% of eligible loan funds
Year 4-5: 20% of eligible loan funds

Eligibility Requirements

Please check each box to indicate acceptance of each eligibility requirement. Work that does not comply with the eligibility requirements is subject to reduction or retraction of award.

- All work pertaining to building code compliance orders must be completed in entirety.
- Work undertaken on the exterior of the building must result in a publicly visible improvement.
- Only work begun **after** approval by the Community Development Authority (CDA) is eligible for funding.
- All permits and plans must receive approval from all relevant City departments prior to work commencing.
- Project Cost must exceed \$5,000 to be considered for funding.
- Regular and/or deferred maintenance activities such as painting, masonry, and minor repairs do not qualify.

Ineligible Properties

The following properties are not eligible for the Program:

Have previously received an award for the specific project/forgivable loan category.

Tax delinquent property

Property whose owner has any other tax delinquent property

Property in litigation

Property in condemnation or receivership

Property owned by religious groups

Property owned by 501(c)3 nonprofit organizations on which taxes are not being paid

Properties, on which taxes are being paid, but have nonprofit use, such as schools, charities, clubs or organizations, etc.

Exclusively residential buildings

Daycare Centers

National Franchises or Retail Chain Stores (including those that are independently owned)

Funeral Homes

Program Guidelines

Application Review

Staff will determine if the submitted application package is sufficiently complete and will draft a recommendation to the Community Development Authority (CDA).

The CDA meets once a month. The application package is expected at least two weeks before the meeting date.

The CDA will review the application and determine the amount of project funding. In making the determination, the CDA will consider the following factors and may give priority to projects that meet the following criteria:

Is the project in a historic district or is it in an individually eligible historic building?

Will the project positively contribute to a City assisted redevelopment effort?

Will the project ameliorate a blighting influence?

Will the business/project occupy a vacant commercial space?

Will the grant result in an improvement that would not be made otherwise?

Will the business retain and/or create jobs?

Required Materials for Application

*Applications must be complete and include enough documentation to illustrate the details of the project and its costs. **Failure to provide required information will delay the review process.** The items submitted should include:*

- Completed application form**
- Application Fee of \$50**
- If applicable, written consent from property owner giving permission to conduct improvements.**
- Color photographs of existing conditions**
- Any other documentation necessary to illustrate details of the proposed project scope and completion schedule.
- For construction and equipment, two competitive proposals from vendors and/or licensed and bonded contractors.*** These proposals should give detailed information about the work to be done, the costs, and the project completion schedule. Any contractor that has submitted a competitive, detailed estimate may be used. ***Contractors cannot be changed unless new proposals have been submitted to the CDA.***
- Owners or merchants who are licensed or bonded contractors may perform work on their own properties or businesses, but must furnish at least one proposal other than their own.
- Owners and merchants may perform work on their own buildings; however, they will not be reimbursed for their time while acting as contractor and/or installing material. **Material costs and labor of employees are reimbursable; however, documentation must be produced for the number of hours worked on the project along with employee payrolls.**

Program Guidelines

Award Reimbursement

Reimbursement provided up to 100% of the eligible improvement cost, not to exceed \$15,000 per business or building per forgivable loan category. The CDA reserves the right to approve funding above this level for projects involving extraordinary costs. All necessary government approvals, building permits, and taxes are not eligible items for reimbursement.

The CDA reserves the right to refuse reimbursements in whole or in part for applicants and businesses that:

- Do not conform to the Design Review Board approval (if applicable).
- **Do not comply with all City zoning, permitting, licensing and other relevant requirements.**
- **Do not conform to the proposals submitted with the application and authorized by the CDA.**
- Do not complete the project within 1 year. As the CDA cannot reserve funds indefinitely, funds may be subject to cancellation if not completed or significant progress hasn't been made by the completion date. **Request for extensions will be considered only if made in writing and progress towards completion has been demonstrated.**

Staff will inspect work to ensure that it complies with the approved plans. **Any changes to the approved plan will require a written request from the applicant and approval by the CDA in order to retain the funding.**

Required Documents for Reimbursement

E-mail your complete application to economicdevelopment@wauwatosa.net. Reimbursement can be expected approximately **three (3) to six (6) weeks** after submittal of all the following documentation:

- Copies of all paid invoices and proof of payment for all work covered by the forgivable loan. The invoices must be marked paid, signed, and dated by the contractors. **Cash payments are not allowed.**
- Lien waivers, if applicable.
- **Color photographs of completed project.**

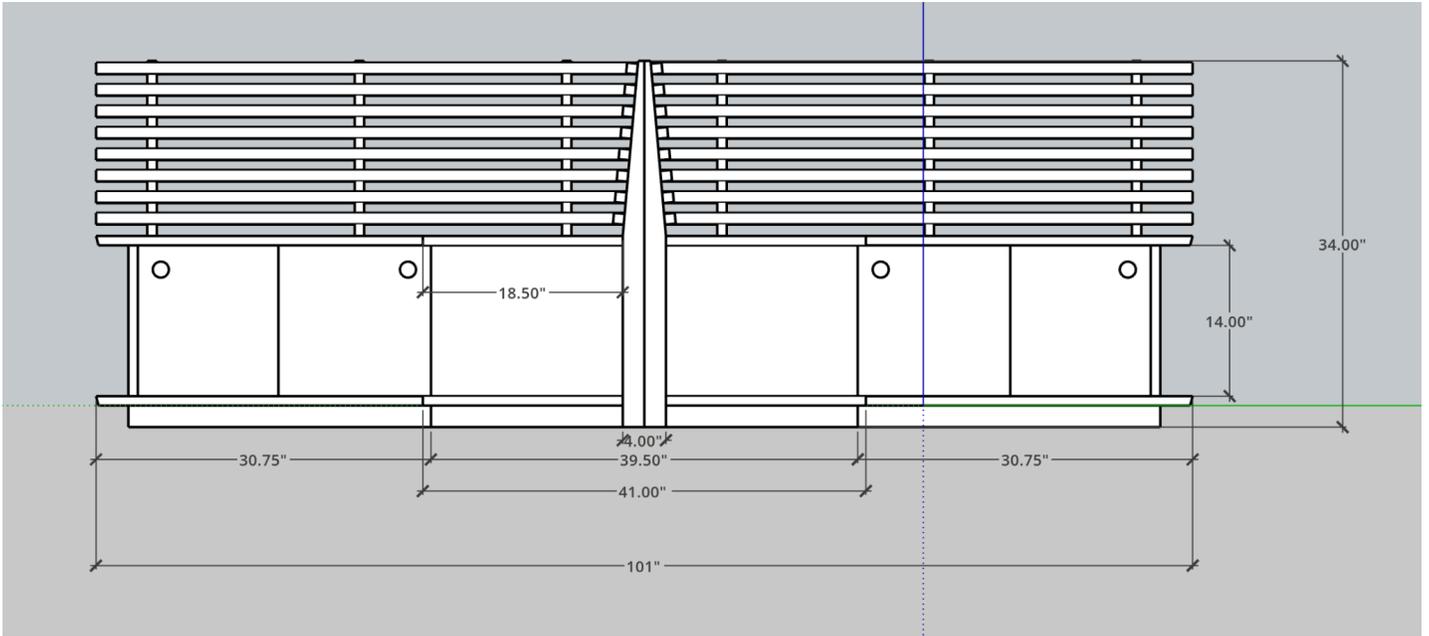
E-mail your complete application to economicdevelopment@wauwatosa.net

I have read and agree to comply with the Small Business Forgivable Loan Program Eligibility Requirements and Guidelines. I understand that if the proposal is approved, I will make the above improvements to the property within the specified time allowed.

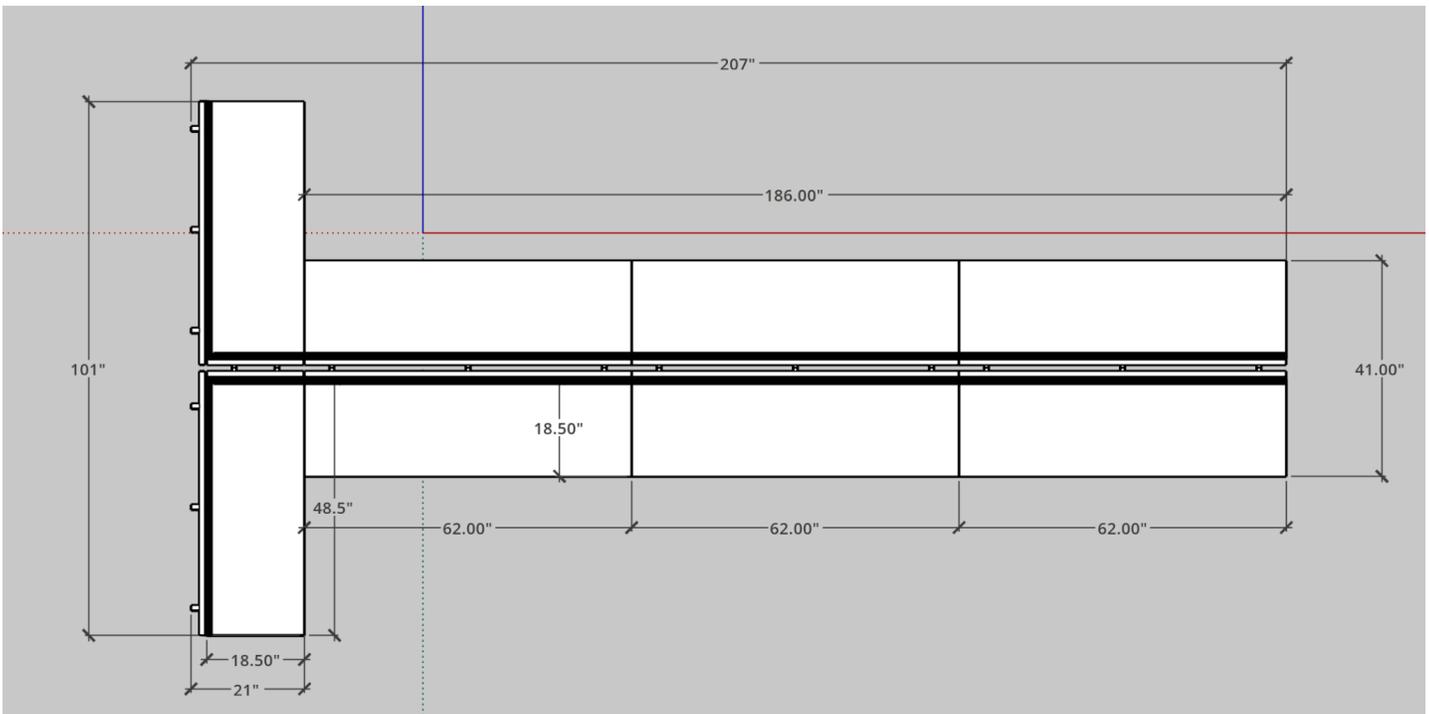
APPLICANT'S SIGNATURE:



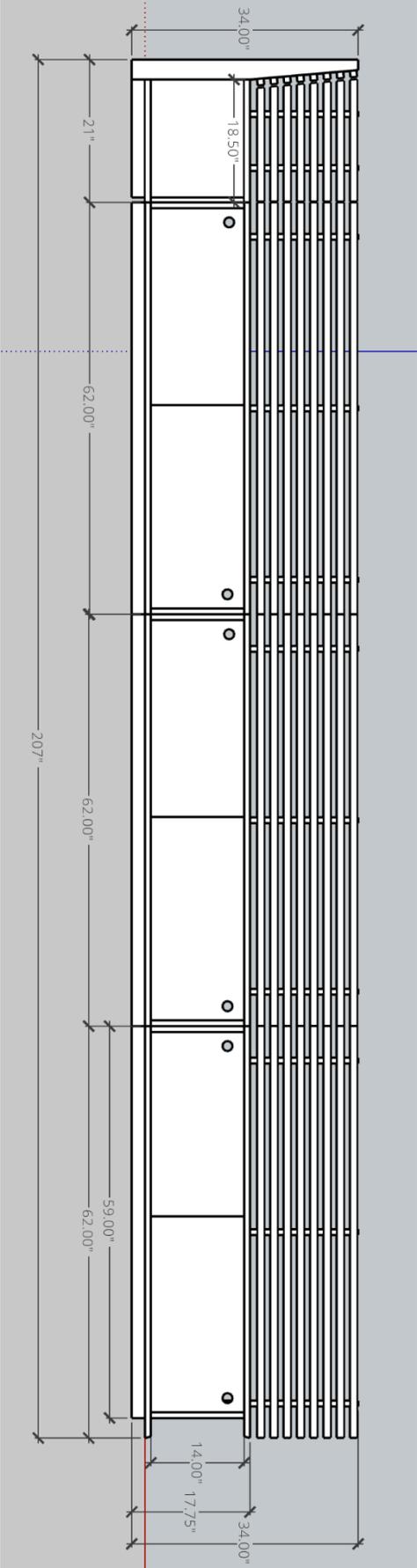
Front view:



Top View:

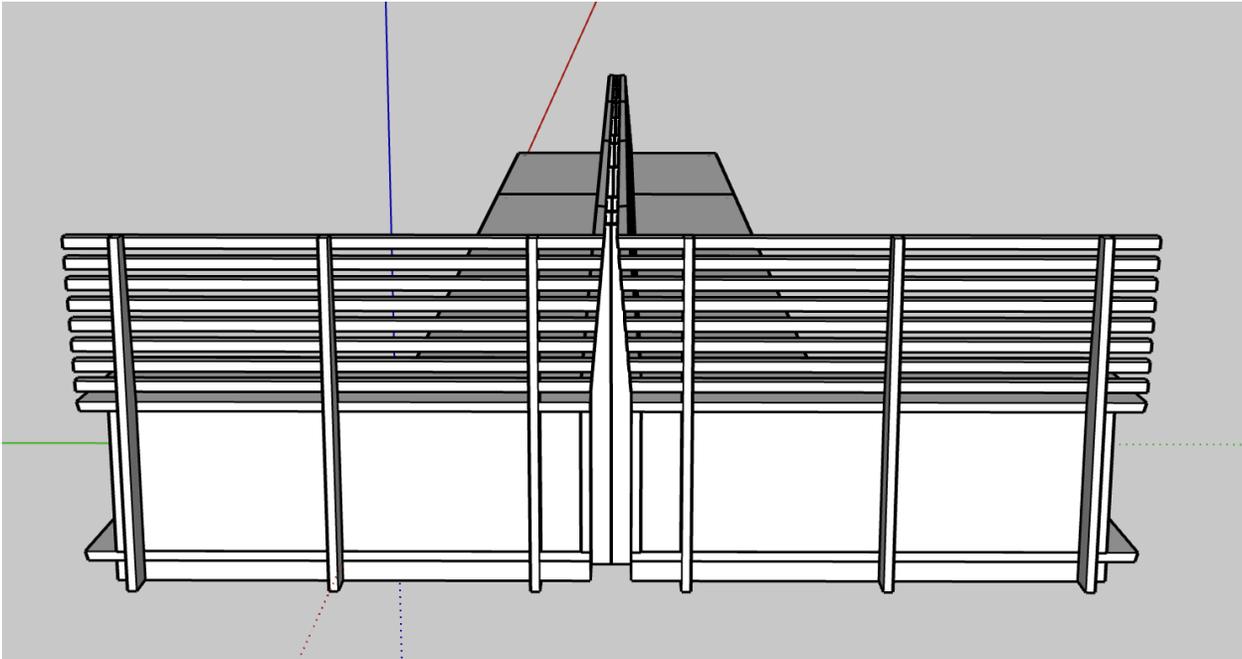


Side view:

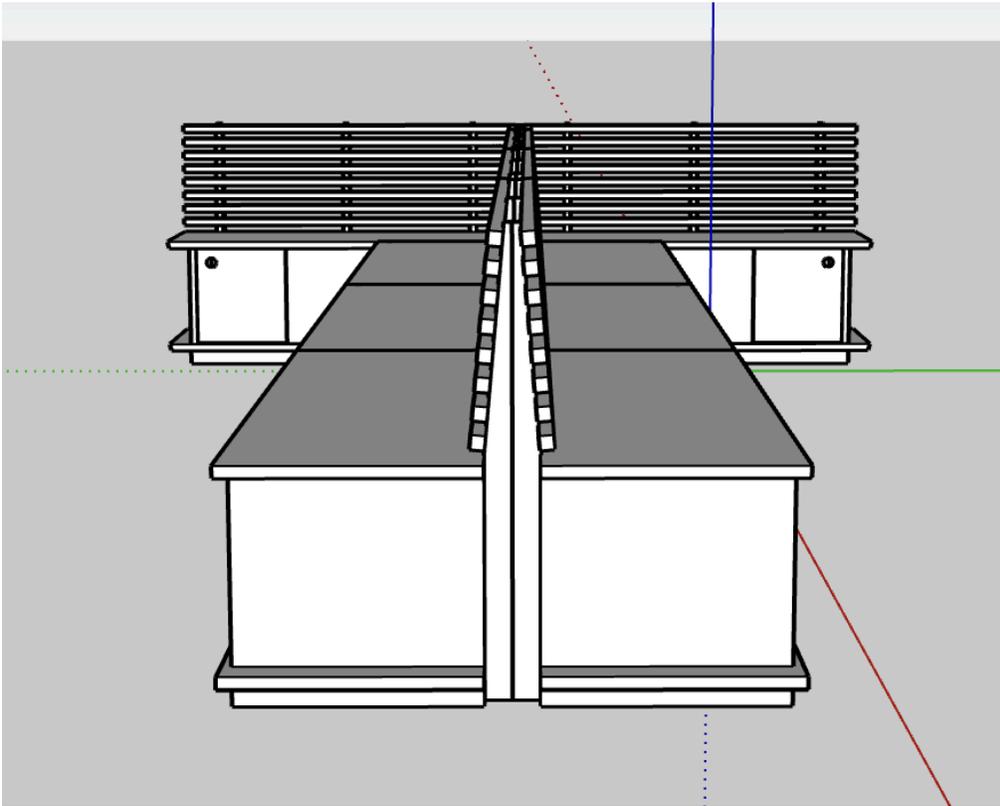


Profile Images

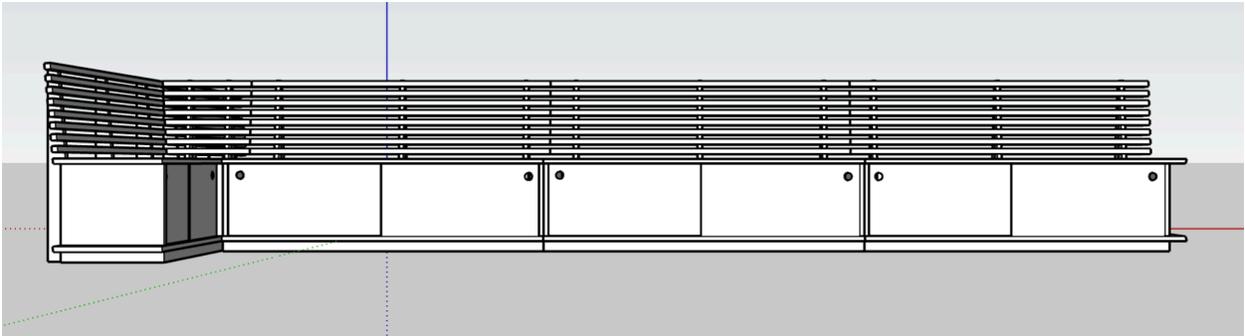
Back View:



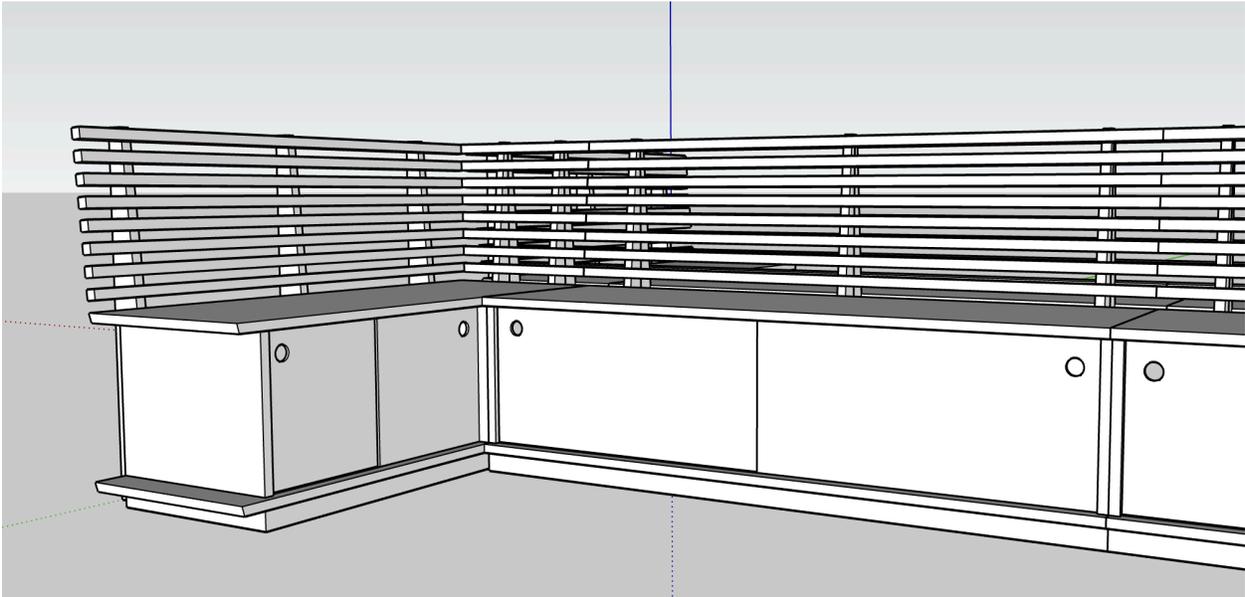
Front View:



Side View:

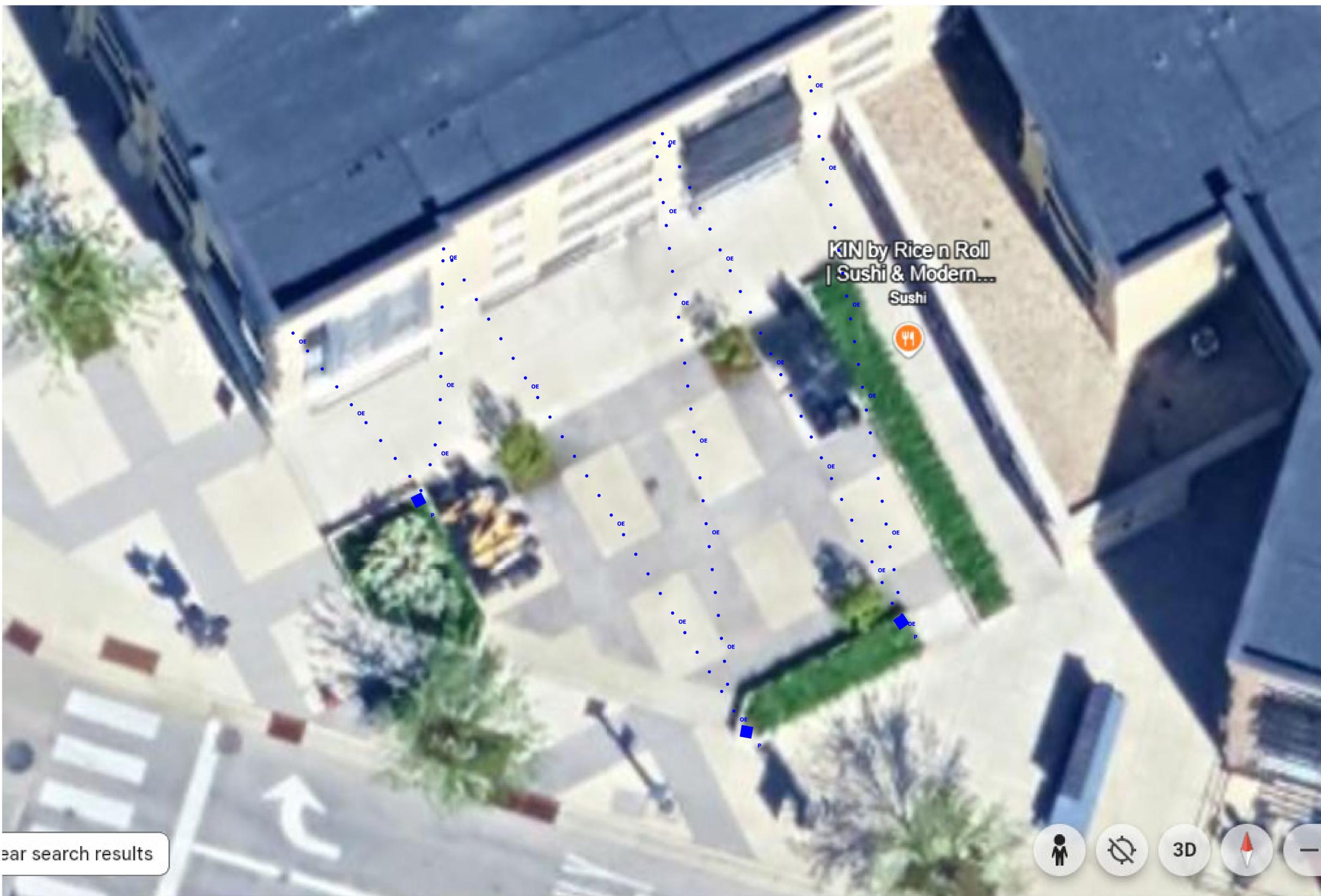


Detail Photos



Symbol	Label	Manufacturer	Catalog	Description	Lamp Output	Input Power
○	OE	American Lighting	S14 LED lamps		90	1.1
□	P	Wave Lighting		4" Square direct burial post 12ft tall	0	0

MOUNTING HEIGHT IS APPROX 12FT AFG



KIN RICE N ROLL SUSHI PATIO

Plan View
Scale = 1/4" = 1ft

Designer
JAB
Date
04/04/2025
Drawing No.
Summary

ESTIMATE



Custom Cottage

3033 N 30th Street

Milwaukee, WI 53210

414.301.1682

emily.customcottage@gmail.com

DATE: 03/07/2025

CLIENT INFO

Tony and Tammy

Kin by Rice and Roll

Wauwatosa

kinbyricenroll@gmail.com

DESCRIPTION	QTY	TOTAL
Restaurant Benches - Red Oak - Overall dimensions: 101"W x 207"L x 34"H - Sliding doors for under bench storage - Seat is 18 1/2" deep - Slatted back	1	\$15,710
Delivery and Installation		\$330
Total		\$16,040

SUBTOTAL \$16,040

DISCOUNT 0%

TAX RATE 7.9%

TOTAL TAX \$1,267.16

QUOTE TOTAL \$17,307.16

PAYMENT TERMS AND ADDITIONAL INFO:

50% DEPOSIT AND 50% UPON DELIVERY OR PICKUP

THE TOTAL ABOVE DOES NOT INCLUDE OUR DELIVERY FEE - \$150 + \$1 PER MILE

THIS QUOTE ESTIMATE INCLUDES FINISHING IN ONE OF OUR STAINS

PAINT AND CUSTOM STAINS WILL BE AN ADDITIONAL COST

THANK YOU!

MADE WITH LOVE IN MKE

ESTIMATE



Custom Cottage

3033 N 30th Street

Milwaukee, WI 53210

414.301.1682

emily.customcottage@gmail.com

DATE: 03/07/2025

CLIENT INFO

Tony and Tammy

Kin by Rice and Roll

Wauwatosa

kinbyricenroll@gmail.com

DESCRIPTION	QTY	TOTAL
Restaurant Benches <ul style="list-style-type: none">- White Oak- Overall dimensions: 101"W x 207"L x 34"H- Sliding doors for under bench storage- Seat is 18 1/2" deep- Slatted back	1	\$18,930
Delivery and Installation		\$330
Total		\$19,260

SUBTOTAL \$19,260

DISCOUNT 0%

TAX RATE 7.9%

TOTAL TAX \$1,521.54

QUOTE TOTAL \$20,781.54

PAYMENT TERMS AND ADDITIONAL INFO:

50% DEPOSIT AND 50% UPON DELIVERY OR PICKUP

THE TOTAL ABOVE DOES NOT INCLUDE OUR DELIVERY FEE - \$150 + \$1 PER MILE

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THANK YOU!

MADE WITH LOVE IN MKE



N22 W22967 NANCY COURT, SUITE A WAUKESHA, WISCONSIN 53186
PHONE (262) 436-0505 • FAX (262) 436-0520

April 14th, 2024

Tammy Lert
7484 W. State St.
Wauwatosa, WI 53213
kinbyriceandroll@gmail.com

Seider Heating Plumbing and Electrical proposes to provide all the labor and furnish all the material to complete the following proposed work.

REGARDING: Electrical

Provide and install the following
Exterior festoon lighting per drawing w/timer to control
Install 4x4 posts in planters to support string lighting attachments - will need landlord approval prior to installation - see attachment
Light shades are optional and can be taken out to reduce cost (\$550)

Permit included
\$8,200.00

Install new fixtures inside existing dining area per client selections
Include new piping for additional fixture locations - link with existing switching
\$175/location
(8 fixtures \$1,400.00)

Price is only good for 14 days from contract date and will be subject to change thereafter

ACCEPTANCE OF PROPOSAL:

The above prices, specifications and conditions are satisfactory and are hereby accepted. SEIDER HEATING, PLUMBING & ELECTRICAL is authorized to do the work as specified. Payment will be made in accordance with your terms listed as follows: Per payment terms above. I agree to pay a 1-1/2% service charge for all invoices over 30 days. All projects extending past 30 days will be billed on an in-progress basis. Any alteration or deviation from the above specifications involving extra costs will be executed only upon written order and will become an extra charge. We are not responsible for delays caused by strikes, acts of God or other circumstances beyond our control. Owner is to carry insurance against fire and other casualties. Our workers are fully covered by Workers Compensation Insurance.

WARRANTY: All material and labor is warranted against defects in workmanship or material for one (1) year from completion. Defective materials will be repaired or replaced, at our option. Additional manufacturers' warranties may apply. THIS WARRANTY IS EXPRESSLY IN LIEU OF ANY OTHER WARRANTIES, REMEDIES UNDER THIS WARRANTY ARE LIMITED TO THE PROVISION OF MATERIAL AND SERVICES, AS SPECIFIED ABOVE. SEIDER HEATING, PLUMBING & ELECTRICAL. NOT RESPONSIBLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

Signature of Acceptance: _____ Date: _____

Authorized Signature: Brian E. Roll Date: 4/14/2025



BBC Lighting & Supply

Division of Dash Enterprises, Inc.

2015 W St. Paul Ave., Milwaukee, Wisconsin 53233 * Local: 414/933-0808

National: 1-800-533-0406 * Fax: 1-414-933-6302 * www.bbclighting.com

QUOTATION

March 7, 2025

Respectfully submitted by:
Ron Outcelt

Attn: KIN BY RICE N ROLL
7484 W state st
Wauwatosa wi 53213

Quote valid only:
From: August 26, 2024
To:

			PRICE	EXTENSION
14	pendants	MF PD-74318-AB/GL	\$310.00	\$4,340.00
			tax	\$342.86
			total	\$4,682.86

IMPORTANT PLEASE READ THE FOLLOWING:

This is a non-cancelable and non-returnable order. Please make sure your quantities and dimensions are correct.

Lead time: Per factory delivery no charge Terms: CC/CK

Thank you for giving us the opportunity to quote on the above product. We look forward to serving you in the near future.

Approval Signature: _____

Date: _____

Ron Outcelt
Commercial / Technical Sales



Kohl Electrical Services

262.365.8920 | ben@kohlelectric.com | www.kohlelectric.com

April 10, 2025

KIN Exterior String Lights
7484 W. State St
Wauwatosa, WI 53213

This quote is a lump sum quote to provide, string lights and poles at KIN
Wauwatosa: **\$13,960**

Included in the scope of work:

Electrical Permit

1-Exterior GFCI outlet fed from the Sign Circuit

1-350' string of LED string lights

3-15' Light Poles



Kohl Electrical Services

262.365.8920 | ben@kohlelectric.com | www.kohlelectric.com

February 28, 2025

KIN Interior Lighting Refresh
7484 W. State St
Wauwatosa, WI 53213

This quote is a lump sum quote to Refresh the lighting in the Dining room at KIN Wauwatosa: **\$4,675**

Included in the scope of work:

Remove existing light fixtures

Install junction boxes, raceway and wires for 8 new light fixtures

Install 8 Owner provide light fixtures

New light fixtures to be controlled by existing lighting switches

Gest Built llc
 3373 N. Holton St.
 Milwaukee, WI 53212
 (414)559-6278
cgest@live.com



Customer Info:

Kin by Rice and Roll

Project Proposal

3/24/2025

Proposed Costs

<p>Custom Banquette Seating ~To fit down center of the main dining area and affixed to floor ~Double sided seating to accommodate 8-2 tops (24"x30") and 4-4 tops (30"x30") *Added seating to back side of end section ~Design layout per prepared designs ~Design to coordinate with previous banquette seating ~Solid 5/4 White Oak construction ~1/2" White Oak veneer ply sliding under storage panels ~Ebonized stain finish to match ~All parts finished in low sheen conversion varnish</p> <p>Cost Includes: Design, All materials, Fabrication, Finish, Delivery, and Installation</p>	<p>\$9,620.00</p>
<p>I look forward to the build!</p>	<p>\$9,620.00 \$-00 \$9,620.00</p>

50% down payment require