

City of Waukesha Redevelopment Authority

Housing Development Action Grant

Application for Rental Property

City of Waukesha Community Development Department - 201 Delafield Street, Suite 200, Waukesha, WI 53188 262-524-3750

APPLICANT INFORMATION

Applicant Name: Diane McGeen

Applicant Company Name: Habitat for Humanity of Waukesha County

Address: 2020 Springdale Rd.

City, State: Waukesha, WI Zip: 53186

Phone: 262-309-6025

E-Mail: Diane@HabitatWaukesha.Org

ANNUAL OPERATING EXPENSES

Debt Service: \$ 580.00 Utilities: \$ 80.00

Insurance: \$ incl. Organization Management/Maintenance: \$ 60.00

Taxes: \$ 0.00 Other: \$

**APPLICATION TYPE (Please See Page 4 for
different program eligibility and requirements):**

☒ ^{xx} **I-3 UNITS** ☐ **4 OR MORE UNITS**

PROPERTY INFORMATION

Rental Property Address: 1126 White Rock Ave.

Tax Key Number: WAKC1302.111

Year Built: 1900

Number of Rental Units: 3

Types/Quantity of Units: Studio: 1br: 2 2br: 3br: 4+br: 1

Property is owned by: ☒ Warranty Deed ☐ Land Contract ☐ Other (explain)

Is the property tax delinquent: ☐ Yes ☒ No

Is this property a Landmark or in a Historic District: ☐ Yes ☒ No

Historic Building or District Name:

Are there any outstanding liens or Building and/or Zoning Code Violations on this property: ☐ Yes ☒ No

Is property occupied or available ^{xx} through affirmative marketing to tenants that are at or below 80% of the County median income level (must include documentation to support this): ☒ Yes ☐ No

EXISTING DEBT ON PROPERTY TO BE REHABILITATED (LIST ALL)

☒ Lender Name: Waukesha State Bank Original Mortgage Amount: 150,000.00 Monthly Payment: 580.00 Unpaid Principal: 150,000.00 Maturity Date: 10/2018

☐ Lender Name: Original Mortgage Amount: Monthly Payment: Unpaid Principal: Maturity Date:

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UNIT MIX & INCOME BEFORE REHABILITATION

| Type of Unit | Square Footage | # of Units of this type | # of Occupied Units of this type | Monthly Rent Per Unit | Gross Annual Rent | Rent Collected Last 18 Months |
|---|----------------|-------------------------|----------------------------------|-----------------------|-------------------|-------------------------------|
| Efficiency/Studio | | | | \$ | \$ | \$ |
| 1 Bedroom | 500 | 2 | 2 | \$ 500.00 | \$ 12,000.00 | \$ 4000.00 (4 months) |
| 2 Bedroom | | | | \$ | \$ | \$ |
| 3 Bedroom | | | | \$ | \$ | \$ |
| 4+ Bedroom | 2200 | 1 | vacant | \$ 950.00 | \$ 11400.00 | \$ 1900.00 (2 months) |
| Other Income (garage rental, washing machines, parking, etc.) | | | | \$ | \$ | \$ |

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PROJECT SCOPE

Use this area to describe what projects you intend to use the Housing Development Action Grant (HODAG) on. You should list projects and estimated costs.

This property was purchased by Habitat as part of a larger redevelopment project on White Rock Ave. There are (2) one bedroom units and (1) larger unit. The tenant in the larger unit moved in December and we decided to renovate the property rather than re-lease it. The existing (2) rentals more than cover the holding costs during the renovation period. We will be building (2) new homes and doing a gut/remodel on the (3) adjacent lots to the South and (3) new homes across the street. Our goal is to have this property compliment the new building in the neighborhood. The property has been neglected for many years, so it needs the following updates:

| | | |
|---|-----------|--------------------|
| 1). Electric System overhaul (currently 100 amp breakers but needs outlets/some new wiring throughout) | \$7000.00 | |
| 2). Upgrade Heating Systems in 1-Bedroom Units (currently wall units) | \$4000.00 | |
| 3). Plumbing System overhaul (main laterals need to be reconfigured/bath/kitchen not functioning proper) | \$8000.00 | |
| 4). Foundation Repair: (the basement floor is part dirt, uneven concrete; level floor, drain tile, backplaster) | \$10,000 | |
| 5). Siding (old aluminum); Doors; Windows; New Deck - Main Unit; Stairs - Rear Unit | \$21,000 | |
| 6). Landscaping - including tree removal, asphalt drive & parking pad | \$15,000 | |
| 7). Roof - repair or replacement / gutters- as needed | \$15,000 | \$75,000 - Minimum |

Since Habitat for Humanity is a general contractor, we will do as much of the work with our staff/crew/volunteers as possible to keep the costs to a minimum. We will work with licences contractors for the technical work (Hvac/Electrical/Plumbing/Masonry) and professionals for Tree Removal and Roofing. The other rehab work will primarily be done by Habitat and is not included in the scope of this except #5.

INCOME VERIFICATION FOR TENANTS IS REQUIRED

Please use the form on Page 3 for each of your tenants. This form is used to determine tenant income and verify that your project meets the requirement that your property is being marketed to and occupied by residents making 80 percent or less of the County Median Income Level.

PLEASE NOTE: All applications must be reviewed and approved by the City of Waukesha Redevelopment Authority and if your property is a Landmark or within one of the City's Historic Districts, you will also need a Certificate of Appropriateness from the City of Waukesha Landmarks Commission for any exterior modifications. Building permits must may also be required. If you have any questions about completing this application, please contact the Community Development Department at (262)524-3720 or via e-mail jfortin@ci.waukesha.wi.us Application materials may be submitted in person or by mail to the address below:

City of Waukesha
Community Development Department
201 Delafield Street, Suite 200

Applicant Signature: Diane McGeen

DocuSigned By: Diane McGeen

Date: 2/14/2017

Owner Signature (if different from applicant): _____

Date: _____

OFFICE USE ONLY: Date Submitted _____ Income Verification Forms Received: ☐ Yes ☐ No