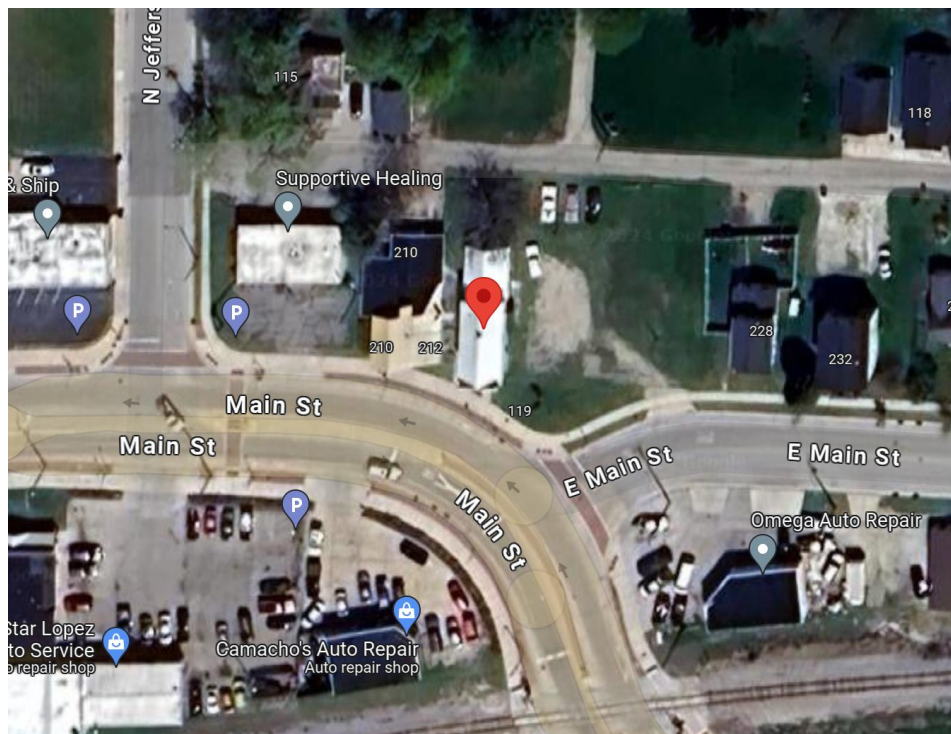


REQUEST FOR PROPOSALS

Downtown Redevelopment & Partnership Opportunity

City of Whitewater, Wisconsin



The City of Whitewater Community Development Authority (CDA) invites proposals for purchase and redevelopment of 216 E. Main Street.

Contents

REQUEST FOR PROPOSALS – FULL NARRATIVE.....	3
INTRODUCTION.....	3
PROPERTY.....	3
EASEMENTS.....	3
ENVIRONMENTAL & SUBSOIL CONDITIONS.....	3
PREFERRED USES.....	3
EXTERIOR DESIGN REVIEW.....	4
INCENTIVES	4
PROPOSAL PROCESS.....	4
REVIEW & SELECTION	5
OPTION PERIOD & CLOSING.....	5
DISQUALIFICATION.....	5
OTHER APPROVALS	5
SPECIAL NOTES.....	6
ATTACHMENT A: SUMMARY OF PROCESS.....	7
ATTACHMENT B: PROPERTY MAP WITH WATER & SEWER UTILITES	8
ATTACHMENT C: ALTA Survey	9
ATTACHMENT D: Easement	10
ATTACHMENT E: PICTURES OF PROPERTY & SURROUNDING AREA.....	11
ATTACHMENT F: ENVIRONMENTAL REPORT LINKS.....	13

REQUEST FOR PROPOSALS – FULL NARRATIVE

INTRODUCTION

The Community Development Authority (CDA) for the City of Whitewater was established with a mission of promoting development (industrial and downtown redevelopment) projects. The CDA is soliciting proposals for the purchase and redevelopment of a property on Main Street. The project and the selected proposal will meet the goal of redevelopment while encouraging a high quality of life, places of employment, and an increase in the general property tax base of the City.

PROPERTY

The site is located at 216 E. Main Street in the City of Whitewater, within a few blocks of the east side of the core downtown. It is situated across the bridge to the east of the downtown on Main Street. The parcel size of .29 acres and has an existing two-story structure that is blighted and primed for demolition. The property is served by municipal water and sewer. The parcel is zoned B-2, Central Business.

EASEMENTS

There is a utility easement bisecting the property.

ENVIRONMENTAL & SUBSOIL CONDITIONS

Need this information – has the city done this yet?

PREFERRED USES

Preferred uses: The B-2 district is established in the city's historic downtown area to accommodate retail, service, office, community, and support residential uses for citywide and regional benefit, and to advance the city's downtown revitalization objectives as expressed in adopted city plans.

Preferred uses are:

- Retail Store (examples include: hobby shop, fast-casual restaurant, jewelry store, flower shop, clothing shop, or bakery)
- Artisan Studio
- Table-service Restaurant (could include outdoor seating)
- The building can be multi-tenant or multi-use featuring front-facing shops as listed above. Office space, personal or professional services, professional offices and showrooms would be encouraged as a rear-use or second story tenant.
- Mixed use with residential units is allowed. This use would be required to be located above the first story.

Permitted uses: The CDA may permit, on a case-by-case basis, uses that are consistent with the Central Business District's permitted uses and are compatible with and supportive of preferred uses.

Unacceptable uses:

- Pawn Shop
- Bar/Tavern
- Car Sales and/or Automobile Repair

- Institutional Land Uses
- Indoor Commercial Entertainment
- Indoor Maintenance Services
- Outdoor display of products
- Convenience Store
- Check cashing, pay day loan, and similar stores
- Vape, Tobacco, or CBD (cannabidiol) stores
- Tattoo Parlor

EXTERIOR DESIGN REVIEW

Within the B-2 district, there shall be no minimum required ordinance design and dimensional standards or setbacks. This is being done to allow the most flexibility in the reuse and redevelopment of the downtown. Because of the lack of predefined architectural design standards, all proposed construction and remodeling activities requiring a zoning permit shall require the design review and approval of the city plan and architectural review commission in compliance with Chapter 19.63, plan review.

Also within the B-2 district, all uses are exempted from the parking requirements of Section 19.51.130, except if off-street parking is specifically required for a particular conditional use under Section 19.30.030.

INCENTIVES

This property is included within Tax Increment Financing District (TID) #12. There may be incentives available for this project to support the creation of tax increment.

PROPOSAL PROCESS

The CDA is seeking a qualified individual, business, or group to propose conceptual plans for redevelopment. Proposals should contemplate the current building being removed and a new building being constructed on the site. However, a new building and two-story facades are preferred. The building should be situated so it is closer to Main Street and parking is behind the building.

Proposals are due **June 28, 2024** and should be delivered or mailed to John Weidl, City Manager, 312 Whitewater St., Whitewater, WI 53190. Please include two hard copies and one electronic copy of the submittal.

Submitted items must include:

- Developer/Development Team Experience including resumes or a statement of background and qualifications. Examples of prior projects and references should be included
- Projected market value of completed development
- Proposed Project Schedule – Construction completion to occur within 365 days of closing.
- Proposed property purchase amount
- Financial Strategy
- Preliminary architectural plans, elevations, and site plan, and building plans with an estimate of space allocation if multiple tenant use.
- Business description and narrative of the operations that will occur on site.

- A deposit of \$1,000 will be required to accompany the proposal materials. For the successful proposal, this will be applied to closing costs. The deposit will be refunded for proposals that are not selected.

Questions related to the proposal process can be directed to the Kristen Fish-Peterson, Consultant to the CDA/City at kristen@redevelopment-resources.com or 715-581-1452.

REVIEW & SELECTION

The following criteria will be used to review proposals:

- Architectural design and compatibility with surrounding development
- Ability of the proposed project to increase the tax base
- Quality of construction
- Consistency with the objectives outlined within this document
- Financial capacity of the developer and soundness of financing strategy
- Expertise and experience of the developer with this type of development
- Qualifications and property management record of developer
- Project schedule

OPTION PERIOD & CLOSING

The selected developer will have three months commencing with CDA approval to finalize plans, obtain necessary approvals (Plan Commission and City Council if necessary), and secure financing. A closing will occur once all project elements are in place including final plan approval and financing. A developer's agreement will be required outlining the approved project and providing surety the project will be completed. The property will be conveyed by Quit Claim Deed. The buyer will be expected to complete all construction work within two years of closing. Closing is anticipated to occur prior to 12/31/2024.

DISQUALIFICATION

The CDA reserves the right to reject any proposal from a party (as an individual or part of a party) who:

- Has delinquent real or personal property taxes in the City of Whitewater
- Has had property acquired through Walworth County for tax foreclosure within the previous five years
- Has an outstanding judgement from the City of Whitewater
- Has outstanding building code violations or code compliance issues that are not currently being abated
- Has been convicted of a felony that causes concern with respect to neighborhood stability, health, safety or welfare

Tax and court records may be checked prior to closing. If any of these conditions are found to exist, the CDA may terminate the Option to Purchase or Agreement for Sale.

OTHER APPROVALS

Buyer is solely responsible for obtaining approval for a Conditional Use Permit, Site Plan Approvals, Downtown Design District Architectural Review, Zoning Permits, Building Permits, Occupancy Permits, and any other local, state or federal approvals or permits to develop and operate the business. Buyer

will also be required to reimburse the City for any professional service reviews and permitting costs that would be applicable to any development project.

SPECIAL NOTES

Unauthorized contact regarding the request for proposal with any City Staff, City Elected Officials, Plan Commission, or CDA Commission members may result in disqualification (this statement relates to contact used to gain an unethical advantage). All questions should be directed to Kristen Fish-Peterson, Consultant to the City/CDA, at kristen@redevelopment-resources.com or 715-581-1452.

The CDA reserves the right to reject any and all proposals for any reason at its sole discretion, to negotiate the terms and conditions of the eventual contract with the developer awarded the purchase and development rights, and to impose additional use restrictions, if necessary.

The contents of the packets are for informational purposes only and the representations made herein, though thought to be accurate, are without warranty. Development teams should rely exclusively on their own investigations and analyses.

The CDA and City Council will honor any confidentiality requests to the extent allowed by law. If portions of the proposal are considered proprietary, please mark them as such.

ATTACHMENT A: SUMMARY OF PROCESS

Step 1: Prepare a Proposal Package Containing the Following Items:

- Development Team Experience
- Projected value of completed development
- Proposed Project Schedule
- Proposed Property Purchase Amount
- Financial Plan for Project
- Preliminary Architectural Plans, Site Plans and Building Plans
- Narrative of proposed business operations

Step 2: Proposal Submission

Deliver to or drop off at the City of Whitewater, 312 Whitewater St., Whitewater, WI 53190, Attn: Eileen Suhm, CDA Executive Director John Weidl, City Manager. Two hard copies and one electronic copy. Due by June 28, 2024.

Step 3: Proposal Review and Buyer Selection

City Staff may initially review proposals to determine whether the criteria outlined within this request has been met and forward qualified proposals to the CDA for review. Applicant will then proceed to the City Council for approval of a developer's agreement outlining the requirements needed to proceed with the development.

Step 4: Plan Review

The RFP awardee will work to obtain necessary approvals for development and business operation from the Plan Commission and Building Inspector. A bond, to be outlined within a developer's agreement, may be required so the Village has surety the development will be completed as proposed.

Step 5: Closing

To purchase the property, a buyer will need to:

- Receive final site, and operations plan approvals. Submit final building plans for applicable building permits. Final plans must be consistent with preliminary plans and concepts approved by the CDA through the RFP process. All appropriate fees and reimbursable costs must be paid.
- Provide evidence of firm financing or equity
- Execute a Developer's Agreement
- Submit a bond to guarantee satisfactory completion of the project
- Pay agreed-upon purchase price
- Be ready to begin construction within forty-five days of closing.

The City will convey the property via Quit Claim Deed.

Step 6: Construction Commencement to occur within 90 days of closing, with project completion within 2 years of closing.

ATTACHMENT B: PROPERTY MAP WITH WATER & SEWER UTILITIES

ATTACHMENT C: ALTA Survey

ATTACHMENT E: PICTURES OF PROPERTY & SURROUNDING AREA

ATTACHMENT F: ENVIRONMENTAL REPORT LINKS