

PROPERTY EVALUATION CHECKLIST

Titleholding cong. name: _____ Cong. number: _____

Property location/Address: _____

Tax map/Section: _____ Block: _____ Lot: _____

Frontage/Width: _____ ft Depth: _____ ft Site area: _____ sq ft/acres

Price: \$ _____

A. KINGDOM HALL LOCATION

- | | | | |
|--|--|---|---|
| 1. Is this location close to where the majority of publishers live? | | Y | N |
| 2. Will it benefit more than one congregation? | | Y | N |
| 3. Is this property located so as to care well for future growth in the area? | | Y | N |
| 4. Will ingress and egress be safe, adequate, and allowed by the local government? | | Y | N |
| 5. Is public transportation available and convenient? | | Y | N |
| 6. Is the property visible, and will this location serve to give a good witness to the community? | | Y | N |
| 7. If property is accessible only through private property, is a recorded easement on file with the authorities? | | Y | N |
| 8. Are there sources of noise or environmental pollution (e.g., high-tension electric lines, factories, airports, highways) in the vicinity of the property? | | Y | N |
| If yes, please explain: _____ | | | |
| 9. Are undesirable uses nearby? | | Y | N |
| 10. Is the area considered safe? | | Y | N |
| 11. What is the present use of the property? _____ | | | |
| 12. What were the past uses of the property? _____ | | | |
| 13. What are the property uses immediately around the property? _____ | | | |
| 14. What is the neighborhood like? _____ | | | |
| 15. How do local people consider the area (what is its reputation)? _____ | | | |
| 16. How likely is vandalism? _____ | | | |
| 17. Note any concerns for the brothers' safety and possible remedies: _____ | | | |
| _____ | | | |
| 18. If there are tenants on the property, what will be involved in arranging for them to vacate? _____ | | | |
| _____ | | | |
| 19. What does the municipality's master plan show for future development in this area? _____ | | | |
| _____ | | | |

B. LEGALLY PERMITTED USE OF THE PROPERTY

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|---|--|---|---|
| 1. Is this property zoned to allow its use legally as Kingdom Hall property? | | Y | N |
| 2. Do you have a copy of the current zoning ordinance? | | Y | N |
| 3. Will a special use permit and/or variance be needed before construction? | | Y | N |
| 4. Do you expect opposition and/or delays due to adverse official and/or public attitudes toward construction of a Kingdom Hall at this location? | | Y | N |
| 5. Do any deed restrictions impact on the use of this property for Kingdom Hall construction? | | Y | N |

- | | | |
|--|---|---|
| 6. Are there any easements or rights-of-way (i.e. utilities, paths, roads) through the property? | Y | N |
| Do they prevent the full use of the site? | Y | N |
| Do they present any legal or liability problems? | Y | N |
| 7. Are there any restrictions related to air rights? | Y | N |
| Do they prevent the full use of the site? | Y | N |
| Do they present any legal or liability problems? | Y | N |
| 8. Are there any encroachments from adjoining properties onto the site? | Y | N |
| Do they prevent the full use of the site? | Y | N |
| Do they present any legal or liability problems? | Y | N |

C. PROPERTY SIZE AND FEASIBILITY

1. What fuels are available (e.g., natural gas, LPG, fuel oil), and how reliable is the supply? _____

2. What is the total maximum building floor area allowable on this property according to zoning requirements? _____
3. What is the maximum height allowed (stories and/or feet)? _____
4. How close to the property lines and/or the street is a structure permitted? _____
5. How much open space is required at this site? _____
6. What percentage of the property can be covered by impervious surfaces (i.e., building, paving)? _____ %
Does that include parking? Y N
7. What are the on-site parking space requirements at this location? _____
Will this be sufficient? Y N
8. Is safe on-street parking available? Y N
9. Is any portion of the subject property restricted by “green area” requirements? Y N
If yes, please explain: _____
10. What is considered “green area” (e.g., grass, trees, water, pavement)? _____
11. Is the use of any part of the property restricted because of its proximity to a body of water? Y N
If yes, please explain: _____
12. Are there restrictions regarding the removal of trees on the property? Y N
If yes, will this affect the proposed use? Explain: _____

D. PROPERTY COST AND SUITABILITY

1. Is the asking price reasonable (i.e., within market value)? Y N
2. If the property has been for sale a long time, have you considered why it has not sold? Y N
3. What is the basis for determining the value of the property (i.e., asking price, appraisal, comparative cost survey with similar properties)? _____
4. How does this price compare with other properties in the area? _____
5. If the seller is requesting an immediate response, explain why and whether the urgency is valid: _____

6. If the property is currently made up of multiple parcels, has it been confirmed that they can be consolidated? Y N
If yes, what is involved in doing so? _____

7. Does the SHAPE and TERRAIN of the land allow full use of the property?	Y	N
8. Will any structures or items on the property have to be removed before construction?	Y	N
If there is an existing building on the site, has an asbestos audit been performed?	Y	N
Is the congregation responsible for the removal?	Y	N
Will the congregation have to assume any liability?	Y	N
9. Will expensive and/or unreasonable requirements (e.g., traffic studies, road improvements) be imposed by the authorities?	Y	N
10. Does the cost of the property justify any possible additional costs involved (in time or money)?	Y	N
11. Will any retaining walls, storm sewer, and/or other improvements be required?	Y	N
12. What type of soil is at this site? _____		
Is it stable and suitable for construction?	Y	N
Do any nearby buildings show signs of settlement?	Y	N
Are there signs of earthslides, slippage, or sinkholes?	Y	N
Has a soils report been prepared for the site?	Y	N
Has a copy been obtained?	Y	N
13. Is the property near a designated hazardous/toxic waste site?	Y	N
14. Has the site ever been used as a landfill, a dump, or storage for trash, loose backfill, or chemical or contaminated wastes?	Y	N
15. Is there any soil discoloration?	Y	N
16. Are there any underground storage tanks that could contaminate the area or prove costly to remove?	Y	N
17. Is the site in any specially designated hazard zone (e.g., earthquake)?	Y	N
18. Is any of the property zoned as wetlands?	Y	N
19. Is the property in a designated flood zone?	Y	N
20. Does observation and/or history indicate the possibility of flooding?	Y	N
21. Does any adjoining property drain ONTO the site?	Y	N
22. What is the drainage FROM the site? _____		
23. Are the following utilities available <u>and</u> connectable to the site:		
(a) Electricity?	Y	N
(b) Natural gas?	Y	N
(c) Public water?	Y	N
(d) Public sewer?	Y	N
(e) If there is no public sewer, can a private septic system be installed?	Y	N
Has the site had a percolation test?	Y	N
Is a copy available?	Y	N
(f) Private well (existing or possible)?	Y	N
Is the well water potable and chemically safe?	Y	N
Will (does) the well supply a sufficient amount of water?	Y	N
How many gallons per minute/hour? _____		
Are there any existing/potential sources of contamination?	Y	N

E. OTHER

- | | | |
|--|---|---|
| 1. Do you have a copy of the full legal description? | Y | N |
| 2. Do you have a plat map or drawing of the property showing all the property lines? | Y | N |
| 3. Are there any hidden costs, such as assessments, unpaid taxes, or liens? | Y | N |
| 4. Do you have a copy of the current property tax bill? | Y | N |
| 5. Are you sure that a religious property tax exemption can be obtained? | Y | N |
| 6. Can you get a clear and unqualified title to the property? | Y | N |
| 7. Has a title search been performed to establish that a clear title to the property is available? | Y | N |
| 8. Can the property purchase be made contingent on obtaining all needed permits and entitlements? | Y | N |
| 9. Are future developments planned that may affect this site? | Y | N |
- If so, what are they? _____
- _____

Completed by: _____ **Date:** _____

Note: Although a number of the questions in this checklist can be answered by circling Y (Yes) or N (No), all N (No) answers should be explained and the explanation kept on file with this checklist. Other sheets may be attached if needed.