



Site Investigation Report

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4055 International Plaza, Suite 100, Fort Worth, TX

SITE INVESTIGATION REPORT FOR

Sample Company Logo

PROJECT TYPE: Upfit

PROPOSED STORE
STORE #

STREET ADDRESS:

CITY: Houston
STATE: TX
JURISDICTION: City of Houston

LANDLORD:
NAME OF LEASING TENANT:
TENANT COORDINATOR/LEASING REPRESENTATIVE:
TENANT COORDINATOR/LEASING REPRESENTATIVE PHONE #:
TENANT COORDINATOR/LEASING REPRESENTATIVE EMAIL:

PREPARED BY: Franz Architects
CONSULTANT: Franz Architects
CONTACT PERSON:
ADDRESS: 4000 International Plaza Suite 100
CITY: Fort Worth
STATE: TX
PHONE: 817-737-9922
FAX: 817-737-9536
EMAIL:
CHECKED BY: John Franz

SURVEY PERFORMED BY:
DATE PREPARED:
PREPARED FOR:
PROJECT #

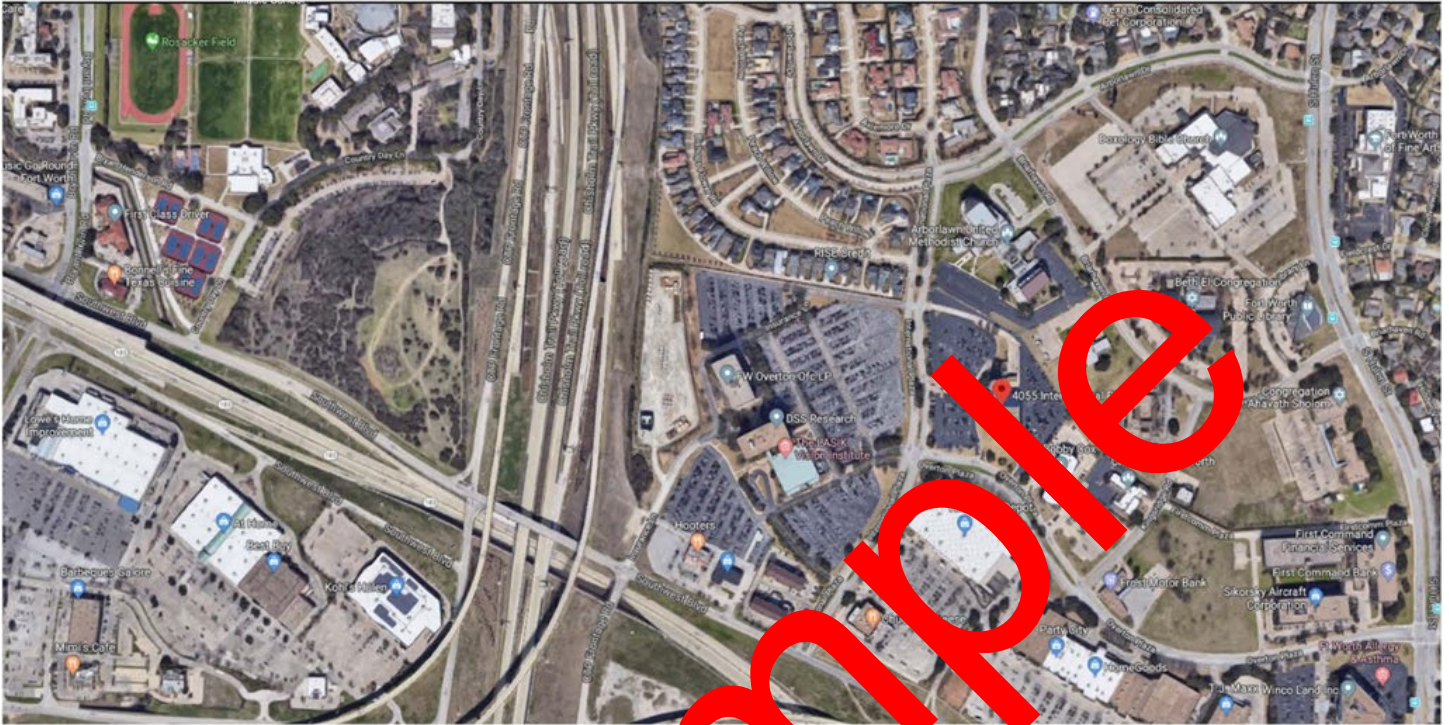
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PROPOSED STORE
STORE #

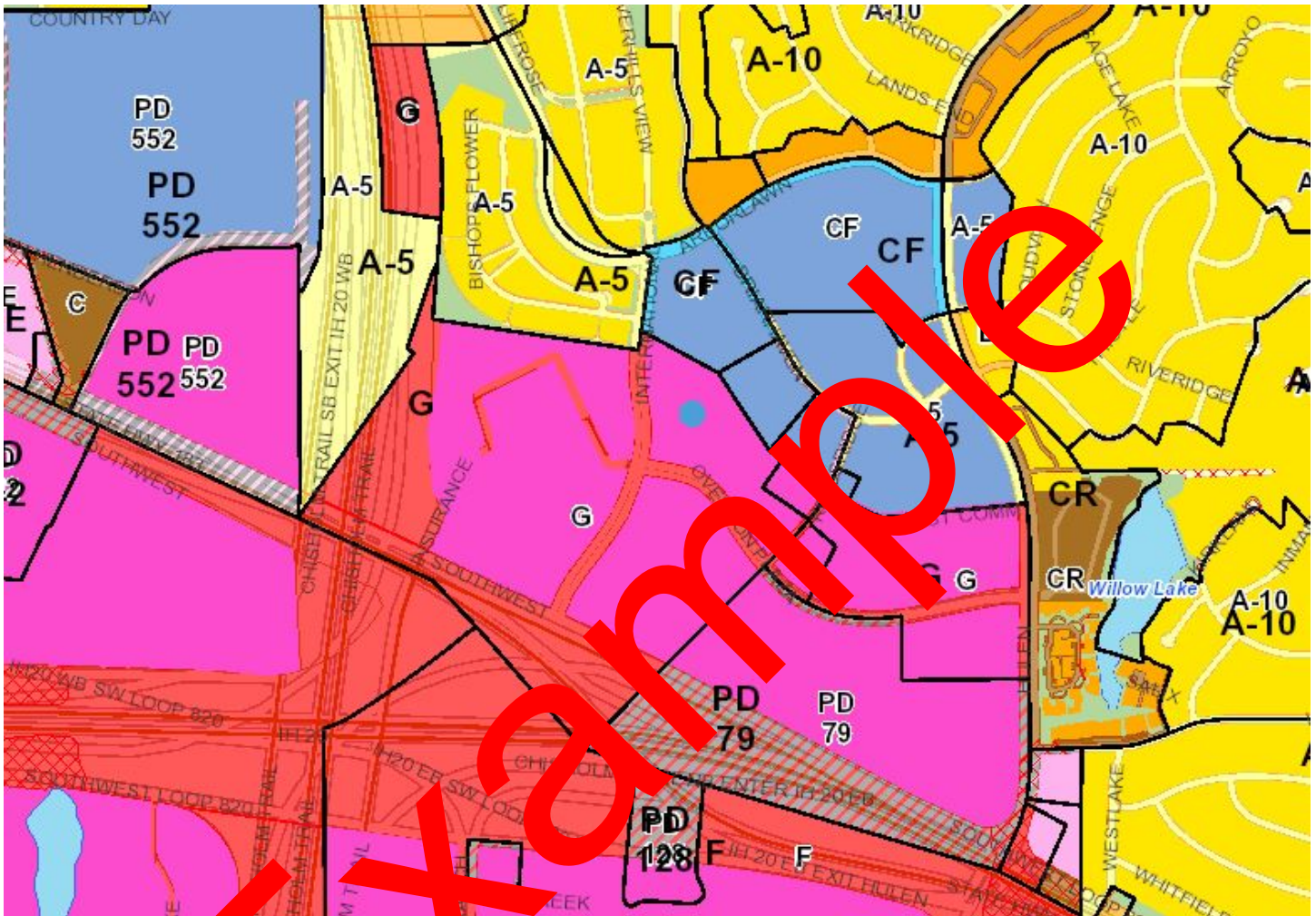
Houston, TX

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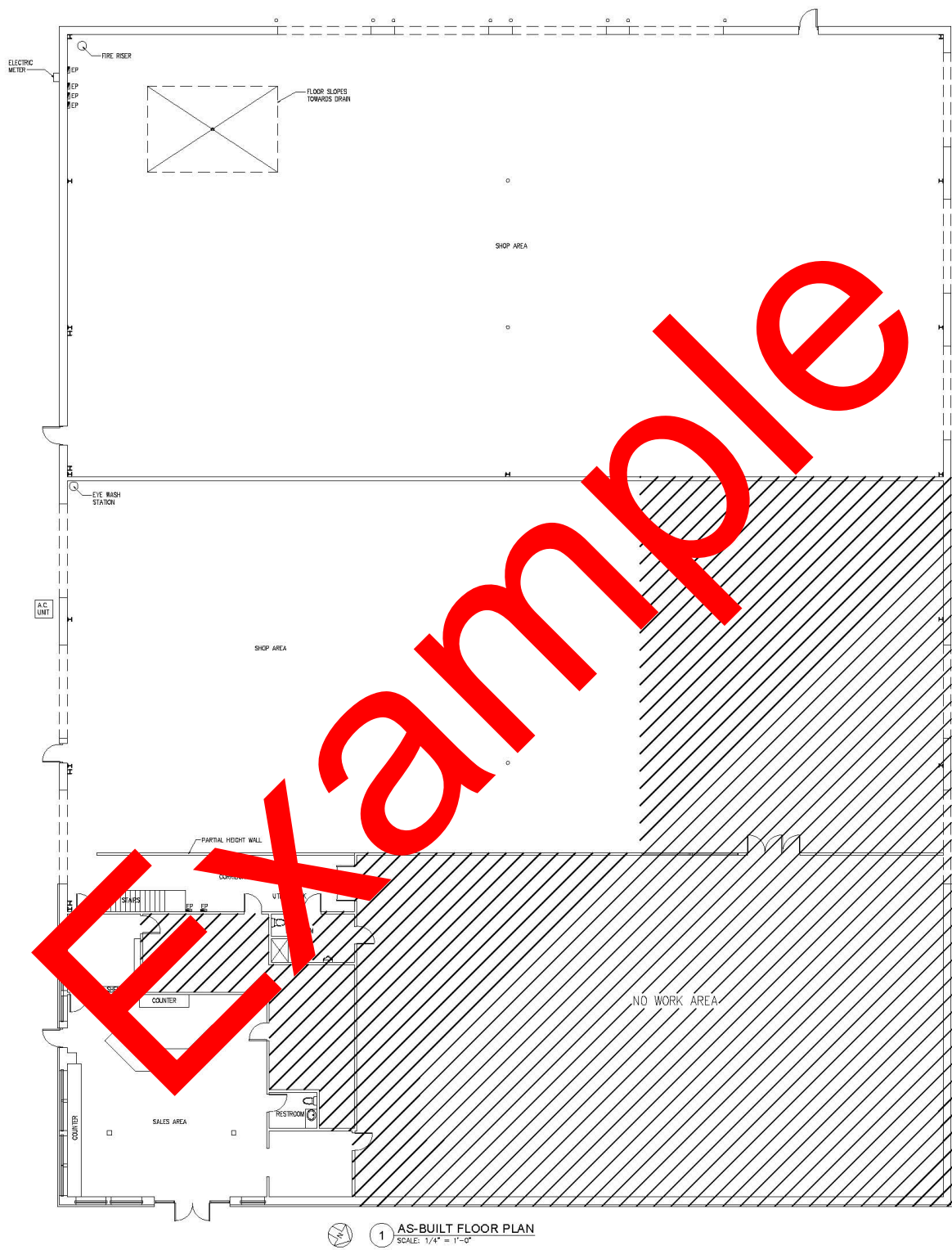
Area Photo



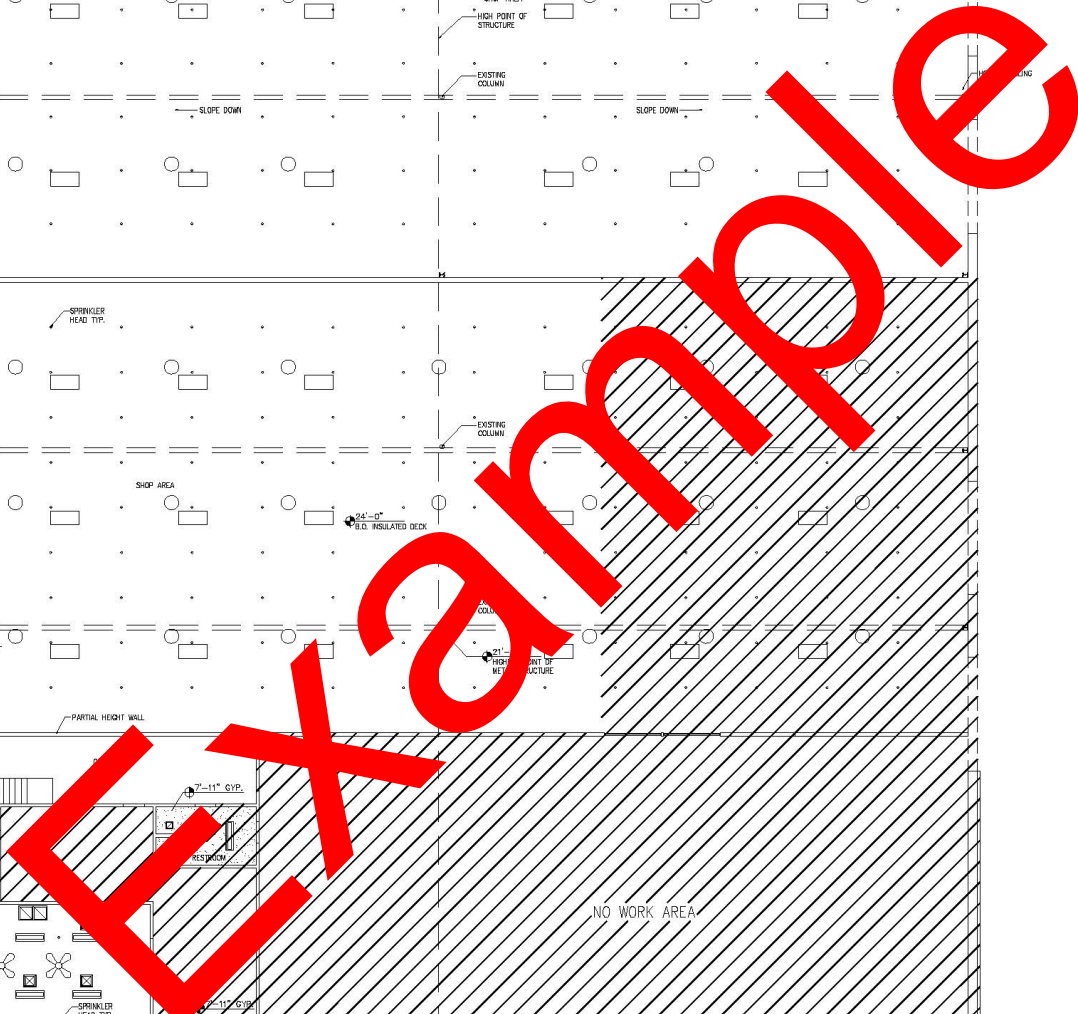
Zoning Map



Floor Plan



Reflected Ceiling Plan



EXECUTIVE SUMMARY

Deal Category (Check One): Lease ☒ Purchase ☐ Own ☐
Ground Lease ☐ Fee Development ☐

Category (Check One): Expansion ☐
AAP Upfit ☒ LL Upfit ☐ Relo ☒
Hybrid ☐

Name of current or last Tenant: _____

Building Size (Check One) Upfit – Inline ☒ Upfit – Free Standing ☐
Upfit Building Size: 152'-0" x 201'-3 1/2"

Lot Size: Unknown

Is the space Vacant: ☐ yes ☒ no

Are As-Built's available: ☐ yes ☒ no

If yes, are they available to upload? ☐ yes ☒ no

Does the space have adequate lighting to perform survey: ☒ yes ☐ no Several light fixtures are broken.

Is there heat/AC in the space: ☐ yes ☒ no

Is the heat/AC operating: ☐ yes ☒ no HVAC units were not on at time of survey. Owner explained that units worked, and they were going to replace 2 units that were not operational.

Was roof surveyed? ☐ yes ☒ no

Store is located on the Ground level

Directly above a space: ☒ Roof ☐ Retail Tenant: ☐ Other: _____

Directly below a space: ☐ Earth ☐ Basement ☐ Retail Tenant ☐ Other: _____

Is basement part of the leased space? ☐ yes ☒ no (If yes provide survey)

Directly to the right of the space: ☒ Retail Tenant ☐ Parking ☐ Other: Drive aisle

Directly to the left of the space: ☐ Retail Tenant ☒ Parking ☐ Other: _____

Directly across from the storefront: ☐ Retail Tenant ☒ Parking ☐ Other: _____

Directly to the rear of the space: ☐ Retail Tenant ☒ Parking ☐ Other: Loading

If mezzanine exists within the space, describe construction type: Mezzanine is attic space.

CRITICAL ISSUES: Damaged exterior walls as noted on plans, hole in roof in back room, see photos and notes on plan.

Timeline and Approval Process Summary

Schedule	If applicable, Yes or No	# of weeks	Comments
Site Plan and Elevation approval			
Planning review	Not applicable		
Zoning review	Not applicable		
Architectural Review Board review	Not applicable		
Building Department Review	Yes	25 days	Submit everything online.
Fire Marshal Review	Not applicable		
Special Use	Not applicable		
Fixture permits	Not applicable		
Seismic Review of Merchandise Fixtures	Not applicable		
Other			

COMMENTS: Asbestos report required with submittal. Site plans required to show context of building on site. Occupancy Classification needs to be shown with notes.

Permits, Licenses and Bonding Requirements

Type	Req'd (Yes/No)	Issued to Own/GC Arch/SubC	Fees (\$)	Local License (Yes/No)	Local Bond (Yes/No)	State License (Yes/No)	State Bond (Yes/No)	How Many sets of Plans
Building (GC)	Yes	GC						Online submittal
Demolition	No	GC						
Signage	Yes	GC						
Sprinkler	Yes	GC						
Store Fixtures	No							

Is a separate life safety plan required to be submitted (Showing alarms, strobes, etc.)

☒ yes ☐ no

Does the Building Department require Landlord approved/drawings prior to submission for permit?

☐ yes ☒ no

Can a separate demolition permit be obtained?

☒ yes ☐ no

Does a registered GC have to pull the permits? **Recommended to put permit in owner's name**

☐ yes ☒ no

Can the sprinkler subcontractor submit sprinkler drawings separately (once client selects GC)?

☒ yes ☐ no

Do the MEP drawings need to be signed and sealed by a licensed engineer, or can the architect sign? Yes

If a new mechanical unit is installed, are structural details and calculations required to be provided if the new unit is installed in the existing roof opening and if of the same or lesser weight than the existing unit?

☐ yes ☒ no

Is the architect of record required to perform any type of construction observations and/or inspections?

☐ yes ☒ no

Is a store fixture permit required?

☐ yes ☒ no

Is a vestibule required?

☒ yes ☐ no

Do merchandise fixtures require seismic calculations?

☐ yes ☒ no

Is a low voltage permit required?

☐ yes ☒ no

What is required to merchandise a store? A TCO? No requirements

Is a permit required for a "Coming Soon" sign?

☒ yes ☐ no

Is there a limit on construction working hours?

☐ yes ☒ no

Is Hurricane rated storefront required?

☐ yes ☒ no

Is site in Flood Plain?

☐ yes ☒ no

Elaborate on items above: 139 mph wind rating for storefront.

Other permit requirements: A entry vestibule is only required if it is required by code. The city follows code for vestibule.

****Note: Any project specific questions that are not incorporated above should be added as required to obtain all necessary information. Include all conversations with City/Municipality.**

Applicable Building Codes

Building	2012	Edition of the International Building Code
Plumbing	2012	Edition of the International Plumbing Code
Mechanical	2012	Edition of the International Mechanical Code
Electrical	2014	Edition of the National Electrical Code
Energy	2015	Edition of the International Energy Conservation Code
Accessibility	2012	Edition of the Accessibility Code- TAS
Fire	2012	Edition of the International Fire Code
Life Safety	2012	Edition of the NFPA 101 Life Safety Code- TAS
Identify State or Local Code requirements		
Other		

Other code requirements: _____

Preliminary Estimate of Fees

Agency/ Permit Type	\$ Amount
Zoning fees	\$
Planning fees	\$
Telephone engineering fees	\$
Development review fees	\$
Water tap fees	\$
Water meter fees	\$
Sewer tap fees (service and extension)	\$
Electricity fees (service and extension)	\$
Gas fees (service and extension)	\$
Storm water fees (service and extension)	\$
Erosion control fees	\$
Curb cut permit fee	\$
Encroachment permit fee	\$
Use tax	\$
Traffic mitigation fee	\$
Building permit fee (based on \$ project and SF)	\$ to be determined
Plan check fees	\$
Health department fees	\$
Other fees	\$
Grand Total	\$

Other fee requirements: See the fee schedule on the city website on the next page.



2019 BUILDING CODE ENFORCEMENT PERMIT FEE SCHEDULE



NOTE: All permit fees are subject to the minimum and administrative fees.

VALUATION TABLE	
Use this table to determine fees when noted in the fee schedule	
Valuation (rounded to the nearest dollar)	Permit Fee (Note: The minimum permit fee is \$79.17)
\$0.01 - \$7,000	\$ 40.86
\$7,001 - \$150,000	\$ 40.86 for the first \$7,000 plus \$4.66 for every additional \$1000 in valuation or fraction thereof
\$150,001 - \$200,000	\$708.66 for the first \$150,000 plus \$4.38 for every additional \$1000 in valuation or fraction thereof
\$200,001 - \$300,000	\$927.57 for the first \$200,000 plus \$4.08 for every additional \$1000 in valuation or fraction thereof
\$300,001 - \$500,000	\$1,336.19 for the first \$300,000 plus \$3.79 for every additional \$1000 in valuation or fraction thereof
\$500,001 - \$1,000,000	\$2,095.07 for the first \$500,000 plus \$3.49 for every additional \$1000 in valuation or fraction thereof
\$1,000,001 - \$5,000,000	\$3,846.31 for the first \$1,000,000 plus \$ 3.20 for every additional \$1000 in valuation or fraction thereof
\$5,000,001 to \$50,000,000	\$16,688.74 for the first \$5,000,000 Plus \$1.74 for every additional \$1,000 in valuation or fraction thereof
\$50,000,001 and up	\$95,494.61 for the first \$50,000,000 Plus \$1.16 for every additional \$1,000 in valuation or fraction thereof

The building permit fee for remodels, alterations, and new structures is determined by valuation. Valuation is the total cost of construction to the end user, excluding the land purchase costs and the overhead attributed to the land purchase. The value of donated goods and services is included.

Notes:

- Plans submitted for a building permit will be charged a non-refundable plan review fee. The fee is calculated at a rate of 25% of the estimated building permit fee.
- New single-family homes with a valuation of \$115,000 or less shall receive a 50 percent discount on permit fees.
- A historic building that has been designated by the jurisdiction as a landmark or that is located within a historic district designated by the jurisdiction, or for which designation as a landmark or part of a historic district is pending, shall receive a 50 percent discount on permit fees provided that a certificate of appropriateness issued pursuant to Chapter 33 of the City Code is submitted with the construction documents.

PLAN REVIEW FEES	
Description	Fee
Building Permit Plan Review (Non-Refundable)	25% of estimated building permit fee
Prefabricated Buildings or Modular buildings	See Valuation Table
Residential Master Plans	\$ 81.72
Deferred Submittals, Revisions	\$ 81.72 or 15% of the permit fee, whichever is greater
Paving plan review for paving at a single-family dwelling, not associated with another project	\$ 81.72

ADMINISTRATIVE & GENERAL INSPECTION FEES	
Description	Fee
Administrative Fee (Non-Refundable)	\$ 29.18
Minimum Permit Fee	\$ 79.17
Refund Processing Fee	\$ 29.18
Certificate of Occupancy	\$ 81.72
Temporary Certificate of Occupancy	\$ 81.72
Reinspection Fee	\$ 81.72
Special Requested Inspections	\$280.20
Emergency Inspections	\$175.12 - Min. 4 hours \$ 40.86 - Ea. hour or portion thereof exceeding 4 hrs.
Inspections Outside of Jurisdiction	\$280.20 + the current standard mileage rate as published by the IRS.
Overtime Inspections/Plan Reviews	\$280.20 - Min. 4 hours \$ 72.96 - Ea. hour or portion thereof exceeding 4 hrs.
Name Change	\$ 81.72
Address Change	\$ 81.72
Duplicate Job Card	\$ 81.72
Investigation Fee (Unpermitted Construction - per Occurrence)	\$289.10 - minimum or double fee whichever is greater. This fee is in addition to the permit fee.
Request for Special Approval	\$ 46.00 - Standard Request
Alternate Method, Interpretation	\$116.00 - Alternate Request
Modification due to Practical Difficulty	\$583.75 - Intensive Request plus \$145.93 each hour or portion thereof exceeding 4 hours

STRUCTURAL PERMIT FEES	
Description	Fee
New Buildings	See Valuation table
Additions, alterations, remodels, conversions, and repairs	See valuation table
Demolition of a building	\$ 81.72 - For the first story; \$ 40.86 - For each additional story
Towers (other than chimneys)	See valuation table
Pre-engineered Fireplaces	\$17.51
Pre-engineered Blasting	\$ 40.86
Grading	\$ 81.72
Loading Docks	\$ 40.86 - First 100 lineal feet; \$ 0.09 - Each additional lineal ft.
Paint Spray Booth	\$ 40.86
Buildings	\$ 64.20 - First 100 lineal feet \$ 17.51 - Each additional 100 lineal foot
Fire Escapes	\$ 35.01 - Four stories or less \$ 17.51 - Each additional story in height
Heliport / Helistop	\$817.25
Fences	\$ 64.20 - First 100 lineal feet or part thereof \$ 9.92 - Each additional 100 lineal feet or part thereof

PARKING LOTS, PAVED AREAS & SIDEWALKS	
Description	Fee
Parking Lot or Paved Areas	\$ 81.72 - First 1,000 sq. ft. or part thereof \$ 2.92 - Each additional 1,000 sq. ft. or part thereof
Sidewalks	\$ 40.86 - First 100 lineal ft. \$ 9.92 - Each additional 100 lineal ft.
Driveways	\$ 40.86
Culvert Pipes (not in driveways)	\$ 40.86 - First 100 lineal ft. \$ 9.92 - Each additional 100 lineal ft.
Curb and Gutter	\$ 40.86 - First 100 lineal ft. \$ 9.92 - Each additional 100 lineal ft.

OCCUPANCY INSPECTION FEES	
Description	Fee
Certificate of Occupancy or Life Safety Inspection	\$467.00 - First story; \$116.75 - Each additional story
Certificate of Occupancy or Life Safety Inspection	\$.01, Each additional sq. ft. above 10,000 sq. ft. with a maximum of 200,000 sq. ft.
Certificate of Occupancy or Life Safety Inspection (Residential multifamily buildings, per contiguous project)	\$467.00 - 1-30 units; \$ 11.67 - Each additional unit
Duplicate Life Safety Compliance Certificate	\$ 81.72
Certificate Name Change only	\$ 81.72
Change of Address	\$ 81.72
Certificate for individual retail or office spaces of less than 3,000 sq. ft. in multi-tenant buildings	\$ 81.72 (If performed at the same time as the building core inspection)
Certificate for individual retail or office spaces of less than 3,000 sq. ft. in multi-tenant buildings	\$233.50
Incinerator Inspection	\$ 81.72
Revalidation Inspection	\$ 81.72
Electronic Locks	\$ 79.17 Minimum permit fee \$ 56.55 First 2 floors \$ 16.96 Ea. additional floor after the first 2 floors

FIRE PROTECTION/ALARM FEES	
Description	Fee
Alarms, Detectors, Central Station Security Testing	\$ 79.17 - 0-10 devices \$113.10 - 11-25 devices \$169.64 - 26-200 devices \$ 2.83 - Ea. additional device after the first 100
Type 1 Hood Fire Suppression Systems (FSS)	\$ 84.82 - Each system
Fire Sprinkler System (any head or group of heads up to 25 that is regulated with a valve for any portion of a building)	\$ 84.82
Each Additional Head	\$ 3.96
Fire Sprinkler System Plan Review	\$ 79.17 - Minimum permit fee \$ 1.98 - Per head

PLUMBING PERMIT FEES	
Description	Fee
Minimum Permit Fee	\$ 84.82
Temporary Gas Inspection	\$ 79.17
Gas Permit and Inspection	\$ 39.58 - Up to 4 openings \$ 6.79 - Ea. additional opening
Manufactured Home Inspection	\$ 79.17
Standpipe System	\$ 84.82 - 1-25 hose connections \$ 3.96 - Ea. additional connection
Irrigation System, per head	\$ 1.70 - 1 to 200 heads \$ 1.13 - Each additional head
Furnace (nonduct type)	\$ 29.77 - First furnace \$ 9.92 - Each additional furnace
Floor Furnace (nonduct type)	\$ 40.86
Infrared Heaters	\$ 29.77 - One or two \$ 9.92 - Each additional
Yard Lights or Barbecue Grills	\$ 29.77 - First opening \$ 9.92 - Each additional opening
Wall Heater	\$ 29.77 - First heater \$ 9.92 - Each additional heater
Gas Steam Radiator	\$ 40.86 - First \$ 9.92 - Each additional
Commercial Dryer	\$ 84.82
Commercial Oven	\$ 84.82
Plumbing Fixtures	\$ 29.77 - One to three \$ 9.92 - Each additional
Warm-air Circulators (nonduct)	\$ 29.77 - One to three \$ 9.92 - Each additional
Tie to Curb Inlet-Storm	\$ 75.88
Manholes	\$ 75.88 - Each
Roof Drain or Inside Downspout Connection to Drainage system	\$ 29.77 - One or two \$ 9.92 - Each additional
Catch Basin or Outside Area Drain	\$ 29.77 - One or two \$ 9.92 - Each additional
Gas Connections	\$ 46.70
Ground in Building for Small Buildings 3,000 sq. ft. or Less Floor Area	\$ 40.86
Each Additional 1,000 sq. ft. or part thereof	\$ 18.67
Disconnect and Plug Main Sewer Connection	\$ 81.72
Tank (not septic tanks) 0-1,000 gallons	\$ 81.72
1,001-6,000 gallons	\$ 99.23
6,001-15,000 gallons	\$122.59
15,001-30,000 gallons	\$175.12
Over 30,000 gallons	\$198.47
Medical Gas	\$ 35.00 - First 10 openings \$ 5.84 - Each additional

ELECTRICAL PERMIT FEES	
Description	Fee
Minimum Permit Fee	\$ 79.17
Meter Loop and Service Up to and including 50kW	\$ 81.72
MLS 51kW – 250kW	\$ 87.56
MLS Over 250kW	\$ 93.39
Panels with eight or more circuits, each	\$ 8.17
Outlets, each	\$ 1.16
Fixtures, each	\$ 1.16
Range Receptacle	\$ 4.08
Clothes Dryer	\$ 4.08
Stove Top	\$ 4.08
Oven	\$ 4.08
Garbage Disposal	\$ 4.08
Dishwasher	\$ 4.08
Window Air Conditioner Receptacle	\$ 4.08
Motors Up to and including 1 HP	\$ 3.49
Motors 1 HP through 10 HP	\$ 9.92
Motors over 10 HP	\$ 7.00
Over 10 HP (each additional HP over 10)	\$ 1.57
Heaters/Generators Up to and including 1 kW	\$ 3.49
Heater/ Generators 1 – 10 kW	\$ 9.92
Heaters/Generators over 10 kW	\$ 7.00
Total kW over 10 kW (each additional kW over 10 kW)	\$ 1.57
Transformers Up to and including 1KVA	\$ 3.49
Transformers 1 through 10 KVA	\$ 9.92
Transformers over 10 KVA	\$ 7.00
Total KVA over 10 KVA (each additional KVA over 10 KVA)	\$ 1.57
Shop Inspection of Incandescent Electrical Signs and Gas or Vacuum Tube Signs, 0-5 kVA	\$ 40.86
Each additional kVA or fraction thereof exceeding 5 kVA	\$ 9.33
Installation Inspection of Incandescent Electrical Signs and Gas or Vacuum Tube Signs, 0-5 kVA	\$ 40.86
Each additional kVA or fraction thereof exceeding 5 kVA	\$ 9.33
Streamers and Festoon Lighting per Circuit, each	\$ 9.92
Ball Park and Parking Lot Light Pole (first pole)	\$ 81.72
Each additional pole	\$ 40.86
Temporary Saw Poles	\$ 81.72
Temporary Cut-In Made Permanent	\$ 81.72
Temp. Installations (Saws, Spray Machines, etc.)	\$ 29.77
Temp. Sound Equipment	\$ 35.01
Temp. Lighting Installations	\$ 29.77
Reconnection	\$ 81.72
Electrical Vehicle Charging Outlet, Level 1	\$ 81.72
Electrical Vehicle Charging Outlet, Level 2	\$ 163.36
Electrical Vehicle Charging Outlet, Level 3	\$ 163.39
NOTE: Plans required for Level 3	

HVAC PERMIT FEES	
Description	Fee
Minimum Permit Fee	\$ 79.17
Ventilating Systems or Heat Only Systems (other than Boilers)	2.0 percent of valuation, plus \$ 40.86
Repairs or Alterations to existing HVAC or Refrigeration Systems	2.0 percent of valuation, plus \$ 40.86 Except: Ducts and grilles in a lease space, where total valuation is less than \$500.00: \$40.86 for each lease space.
Air-handling and Duct Systems for Air-conditioning in Buildings that have Heating or Cooling Fluid from an External Source	\$ 5.25 per ton, plus \$ 40.86
Air-conditioning Cooling Equipment located in a Building other than the one being Cooled	\$ 5.25 per ton, plus \$ 40.86
A Complete Air-conditioning System where the Cooling Equipment, the Air-handling Equipment and Duct System are in the same Building.	\$ 9.92 per ton, plus \$ 40.86
Commercial, Manufacturing and Industrial Process Refrigeration Systems	\$ 9.92 per ton, plus \$ 40.86
Temporary Operation Inspection	\$ 40.86
Local Vent	
Self-contained Air Conditioning Units	\$ 9.92 per ton, plus \$ 40.86
Boiler Installation based on Btu Input and/or Horsepower	\$ 40.86 plus \$ 4.66 per BHP or part thereof
Boiler Repair Permit	2.0 percent of valuation, plus \$ 40.86
Manufactured Home Inspections	\$ 29.77
Certificate of Approval	\$ 29.77
Annual Boiler Fee	\$ 58.37

ELEVATOR PERMIT FEES	
Description	Fee
Minimum Permit Fee	\$ 79.17
Installation of Elevator, Escalator, Manlift, Moving Walk, Inclined Stairway, Chairlift, Personnel Hoist or Wheelchair Lift Permit Base Charge for up to \$10,000 in value, each (not in private residence)	\$ 81.72
Installation of Elevator, Escalator, Manlift, Moving Walk, Inclined Stairway, Chairlift, Personnel Hoist or Wheelchair Lift Permit Base Charge for up to \$40,000 in value plus Fee for each additional \$1,000 in valuation or fraction thereof over \$40,000 (not in private residence)	\$ 2.33
Personnel Hoist Manufacture or Repair (not in private residence)	\$ 583.75
Installation in private residence of Elevator, Escalator, Manlift, Moving Walk, Inclined Stairway, Chairlift, Personnel Hoist or Wheelchair Lift - Permit Base Charge for up to \$10,000 in valuation, each	\$ 29.77
Installations in private residence of Elevator, Escalator, Manlift, Moving Walk, Inclined Stairway, Chairlift, Personnel Hoist or Wheelchair Lift Permit Base Charge for up to \$10,000 in value plus Fee for each additional \$1,000 in valuation or fraction thereof over the first \$10,000	\$ 2.33

HABITABILITY INSPECTION FEES	
Description	Fee
Multi-Family Rental Building (MFRB) Inspection	
Minimum Fee	\$ 116.75
Per Unit	\$ 4.66

Contacts & Submittal Information

Planning & Zoning	1002 Washington Ave Houston, TX 77002 832-394-8849 www.houstontx.gov	
Plan Review & Permitting	1002 Washington Ave Houston, TX 77002 832-394-9494 Larry Hammock 832-394-9208	Submit everything online. They require asbestos report. Occupancy Classification just needs to be reviewed how it's classified.

COMMENTS: _____

Section I—Site and Zoning Information

1. Zoning

Is this site zoned for sale of automotive parts and supplies including oil?

☒ yes

☐ no

Are complementary services allowed?

☒ yes

☐ no

Does this site fall on a Ground Water Protection District?

☐ yes

☒ no

☐ TBD

Is re-zone necessary?

☐ yes

☒ no

By:

☐ Owner

☐ Developer

Current zoning: N/A

Proposed Zoning: _____

Is the site located within an Overlay District?

☐ yes

☐ no

Permitted use for retail?

☒ yes

☐ no

If yes, are auto parts sales permitted?

☒ yes

☐ no

Is a special use permit required?

☐ yes

☒ no

Requirements/hearings/licenses for special use permit: _____

Are there pending ordinances under consideration that may affect the site?

☐ yes

☒ no

If so, explain: _____

Adjacent Zoning

North N/A

South N/A

East N/A

West N/A

Is there impact to site based on adjacent zoning? No

The following public hearings are required:

	Description	(Yes/No)	Fee	Time	NOTES
Re-Zone)	Not applicable				
Variance	Not applicable				
CUP	Not applicable				
Site Plan/Development	Not applicable				
Architectural Review	Not applicable				
Other					

Processing Time: _____ (days)

Total Fees: _____

2. Parking Requirements

Total parking spaces required for this site Unknown; based on: _____

Building size ☐ parking spaces per _____

Number of employees ☐ parking spaces per _____ employee

Other ☐ parking spaces per _____

Number of handicap spaces required _____

3. Exterior Building Architecture

Is trash recycling required?

☐ yes

☒ no

Is dumpster screening required?

☐ yes

☒ no

If yes, describe requirements: _____

Is screening of rooftop HVAC units required?

☐ yes

☒ no

If yes, describe requirements and sight lines: _____

4. Lot Lighting

Are there restrictions for site lighting?

☐ yes

☒ no

If yes, what are the limiting factors?

- _____
- _____

CRITICAL ISSUES/ COMMENTS: _____

Section II—Building - Storefront Conditions and Information

Storefront Entry: ☒ Hinged Doors ☐ Other: _____

Size: Width 6' Pair (2 sets) Height 7'-0" Thickness 4"

Material(s): Aluminum

Color: Dark brown

Manufacturer: _____

Condition: Functional

Tempered: ☐ yes ☐ no ☒ unknown

Condition of Storefront and Doors: Operational

Describe the type and condition of the storefront glazing system: Aluminum and glass

Glass type: _____ Thickness: 4"

Note any special hardware or safety devices: Push hardware. There is a coiling exterior door outside each storefront entry.

Hurricane Rated: ☐ yes ☐ no ☒ unknown

Sectional Overhead Door: ☒ yes ☐ no
☒ Manual ☐ Motorized

Manufacturer: Unknown

Condition: Operational

Note any special hardware or safety devices: _____

Are there any grade changes at the exterior of the space? ☐ yes ☒ no

If yes, indicate on survey plan and provide detailed sketch.

CRITICAL ISSUES: _____

Section II—Building - Interior Condition and Information

Floor Construction: ☒ Concrete (slab on grade) ☐ Concrete Deck ☐ Wood Frame

☐ Other: _____

Is there a basement or space under main floor? ☐ yes ☒ no

What is floor load capacity? _____ ☒ Unknown

Are there expansion joints existing? ☐ yes ☒ no

If yes, indicate on survey plan and provide dimensions.

Existing floor finishes for areas:

Entry Ceramic tile

Sales Area Ceramic tile, carpet

Stock Room Concrete

Toilet Room(s) Ceramic tile

Basement NA

Other: _____

Are there any raised or depressed floor areas? ☒ yes ☐ no

If yes, indicate on survey plan and provide sketch.

Are there ramps? (If so, please describe and label on plan): ☒ yes ☐ no

Main floor: Roof structure and identify in detail deck material :

Other: Metal frame, metal deck, metal roof

If existing ceiling, is it as high as possible? No what are the limitations? _____

Is insulation exposed at underside of deck? ☒ yes ☐ no ☐ N/A

If yes, what type of insulation? ☐ Rigid ☐ Batt (w/ foil backing) ☒ Batt (w/o foil backing)

☐ Sprayed Foam ☐ Other: None

Does insulation exist on top of existing suspended ceiling? ☐ yes ☐ no ☒ N/A

If yes, when existing suspended ceiling is removed, how will insulation be provided at roof?

Other: _____

CRITICAL ISSUES/ COMMENTS: _____

Do demising walls extend from finish floor to deck above? ☒ yes ☐ no ☐ N/A

Are demising walls in the sales area furred-out? ☒ yes (indicate on survey plan) ☐ no ☐ N/A

Demising wall construction: ☒ Metal Stud & Gyp. Bd. ☐ Wood Stud & Gyp. Bd. ☐ CMU

☐ CMU w/ brick veneer ☐ Plaster ☐ Other: _____

Rear demising wall construction: ☐ Metal Stud & Gyp. Bd. ☐ Wood Stud & Gyp. Bd. ☐ CMU

☐ CMU w/ brick veneer ☐ Plaster ☐ Other: _____

Are demising walls caulked and fire stopped to deck? ☐ yes ☐ no ☒ Unknown

Are interior walls load bearing? ☐ yes ☐ no ☒ Unknown (Identify on survey plan & describe materials)

Indicate all structural columns within the leased space and document the exact shapes & sizes:

Columns (all columns to be labeled on floor plan): ☒ yes ☐ no

Size: 15'-0"

If yes, can Column coverings be removed? ☒ yes ☐ no

Structure and utility heights above finished floor (Finished floor to bottom. All items to be labeled on plan)

Height to ACT: 15'-0"

Height to deck: Varies- refer to reflected ceiling plan.

Height to beam(s): Varies- refer to reflected ceiling plan.

Height to bar joists: Varies- refer to reflected ceiling plan.

Height to HVAC unit: HVAC on ground behind the building.

Height to HVAC main trunk line: _____

Height to HVAC branch line: _____

Height to Sprinkler Main and Branch: _____

Height to Roof Leader: _____

Height to water line: _____

Storefront Soffit height: 10'-0"
Sales area ceiling height and type: 15'-0" ACT
Stock Room ceiling height and type: Varies- refer to reflected ceiling plan.
Restroom (s) ceiling height and type: 7'-7 1/2" ACT at the back restrooms, 9'-11" Gyp. at front restrooms.
Office (s) ceiling height and type: Varies- refer to reflected ceiling plan.
Others: _____

Note: When a roof is above the space, be sure to take height dimensions at front, center and rear of the space.

Roof Structure and underside of deck conditions.

Structure /construction: Metal building
Condition: _____
Insulation (type and condition): _____

Roof - Locate all penetrations on roof plan.

Signage - PROVIDED BY SIGN VENDOR

CRITICAL ISSUES/ COMMENTS: _____

Section II—Building—Plumbing

Is a water meter existing? (take photo of meter & number) ☒ yes ☐ no

Is it required? ☐ yes ☐ no

Is a sub meter required? ☐ yes ☐ no

Are there existing toilet rooms at this location? ☒ yes ☐ no
(Take photo of toilet rooms & fixtures)

If yes,

A. Quantity: 2

B. Do they meet ASME/ANSI requirements? : No

C. Number of lavatories in each Men's: 1 Women's: 1

D. Number of water closets in each Men's: _____ Women's: _____

E. Number of urinals in Men's 1

F. Condition of existing fixtures ☐ Excellent ☐ Good ☒ Fair ☐ Poor

G. Are the toilet rooms required to be accessible to the public: ☐ yes ☐ no ☐ TBD

Is there an existing water cooler or drinking fountain: ☐ yes ☒ no

Condition of existing fixtures: ☐ Excellent ☐ Good ☐ Fair ☐ Poor

Is there a water heater existing (Locate on survey plan & take photo): ☒ yes ☐ no

Manufacturer: Rheem

Type: Serial No. RH0391410405 Model: XE40M06ST45VO ☒ Tank ☐ Instant (tankless)

Size: 40 gallons

Power Supply: _____

☐ 115V

☐ 220V

Gas Condition: _____

Condition of existing fixtures: ☐ Excellent

☐ Good

☐ Fair

☐ Poor

If possible identify age: September 23, 2014 – manufacture date

Is there a mop sink existing: (Take photo)

☒ yes

☐ no

Location: Hall between sales and stock

Condition of existing fixtures: ☐ Excellent

☐ Good

☐ Fair

☐ Poor

If no toilet rooms are existing, approximately how far from the space are the connection points to the following services? (If connections are within space, locate on survey plans)?

A. Cold water line: _____

B. Sanitary: _____

C. Vent Stack: _____

D. Toilet exhaust: _____

Is a roof penetration required to install a toilet room exhaust or vent stack?

☐ yes (for new location)

☐ no

Is the ceiling as high as possible?

☐ N/A

☒ yes

☐ no

If yes, what are the limitations? _____

Provide on survey plan location of all cleanouts and floor drains.

Are there any plumbing stub-ins that require removal?

☐ yes

☒ no

If yes, locate on survey plan and describe.

Are there any additional requirements _____

CRITICAL ISSUES/ COMMENTS

Section II—Building- Fire Sprinkler System & Alarms

Are sprinklers existing in this location? (Take photo) ☒ yes ☐ no
If not, will they be required? ☐ yes ☐ no ☐ TBD
If yes, where is the nearest main and what is its size? Back corner 4"

Existing Sprinkler System & Alarms (Label riser and shut off valve on survey plan)

If the scope of work requires dividing one space into two, will code allow one sprinkler main for both spaces:

☐ yes ☐ no ☐ N/A ☐ TBD

Does the shut off valve control more than one store: ☐ yes ☐ no ☐ N/A ☐ TBD

If yes, what are the restrictions on shut downs: _____

Is an alarm system required? ☐ yes ☐ no ☐ TBD

If yes, what type: _____

Is sprinkler riser located in AAP space? If not where is it located? yes, in back corner

Does the alarm system connect to a central station or to any other service?

☐ yes ☐ no ☐ TBD ☐ Unknown

If yes: ☐ Central Station ☐ Outside Service

What type of sprinkler heads exist in this location? Ceiling mounted

<input type="checkbox"/> Storefront: _____	<input type="checkbox"/> Exposed	<input type="checkbox"/> Up-turned	<input checked="" type="checkbox"/> Turned-down
<input type="checkbox"/> Stock: _____	<input type="checkbox"/> Exposed	<input checked="" type="checkbox"/> Up-turned	<input type="checkbox"/> Turned-down
<input type="checkbox"/> Sales Area: _____	<input type="checkbox"/> Exposed	<input type="checkbox"/> Up-turned	<input checked="" type="checkbox"/> Turned-down
<input type="checkbox"/> Toilet Rooms: _____	<input type="checkbox"/> Exposed	<input type="checkbox"/> Up-turned	<input checked="" type="checkbox"/> Turned-down
<input type="checkbox"/> Office: _____	<input type="checkbox"/> Exposed	<input type="checkbox"/> Up-turned	<input type="checkbox"/> Turned-down

Can sprinkler heads be raised to accommodate a higher ceiling? ☐ N/A ☐ yes ☒ no

If no, depict obstructions on survey plan Sprinkler heads appear to be as high to the structure as possible.

What is the height of the laterals in F.F.? _____

Are all existing sprinkler head locations noted on survey plan? Yes

If existing sprinkler system will sprinkler system need to be upgraded for AAP use? ☐ N/A ☐ yes ☐ no

Unknown.

Section II—Building- HVAC Equipment

Is there existing HVAC equipment serving the space?

☐ yes

☒ no

☐ TBD

☐ Unknown

If yes, locate on survey plan.

HVAC is existing for partial space- front area only.

Rooftop Unit

☐ yes

☒ no

☐ TBD

Ground mounted units

☒ yes

☐ no

☐ TBD

Gas fired heat?

☐ yes

☒ no

☐ N/A

Where is the gas meter location?(take photo of meter & roof)

Not applicable

Meter distance from nearest unit?

HVAC Equipment: SEE HVAC SURVEY BY HVAC VENDOR

Are there any ducts in the spaces that serve another tenant?

☐ yes

☐ no

☒ N/A

If yes to either of the above, describe and locate on survey plan?

Is a roof penetration required for installation of any new equipment?

☐ yes

☐ no

☐ Existing

CRITICAL ISSUES/ COMMENTS:

Section II—Building – Electrical

Is electrical service existing?

☒ yes

☐ no

Electrical - Locate all electrical panels on survey plan.

If no service or panels are existing, explain how to get service to space: _____

If no equipment exists, how far is it to the landlord's distribution point? _____

Describe route power feed will take (indicate on survey plans) _____

Describe incoming service: Main Service

<input checked="" type="checkbox"/>	AMPS (identify quantity)	<input checked="" type="checkbox"/>	3 Phase (verify)
<input checked="" type="checkbox"/>	120/208V	<input checked="" type="checkbox"/>	4 Wire

Describe sub-panels (if existing)

<input type="checkbox"/>	AMPS (identify quantity)	<input type="checkbox"/>	3 Phase (verify)
<input type="checkbox"/>	120/208V	<input type="checkbox"/>	4 Wire
<input type="checkbox"/>	AMPS	<input type="checkbox"/>	3 Phase
<input type="checkbox"/>	120/208V	<input type="checkbox"/>	4 Wire
<input type="checkbox"/>	AMPS	<input type="checkbox"/>	3 Phase
<input type="checkbox"/>	120/208V	<input type="checkbox"/>	4 Wire

Is it possible to re-use the existing distribution equipment?

☐ yes

☐ no Unknown

Is a sub meter required: Unknown

☐ yes

☐ no

Does an electric meter exist?

☒ yes

☐ no

If yes, location:

☐ In Tenant Space

☐ Landlord's Electrical Room

☐ Service Corridor

☒ Exterior (outdoor)

☐ Other: _____

Quantity of panels: 5

Does the building have an energy management system?

☐ yes

☐ no

☒ Unknown

If yes, obtain information if not already in your possession.

CRITICAL ISSUES/ COMMENTS: _____

Section III — Photos

Exterior



Exterior



Exterior



Exterior



Exterior



Exterior



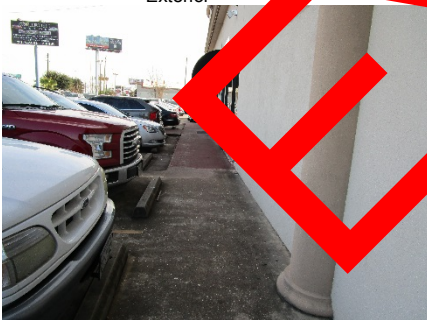
Exterior



Exterior



Exterior



Exterior



Exterior



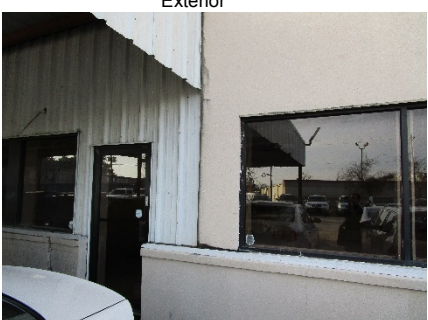
Exterior



Exterior



Exterior



Exterior



Exterior



Exterior



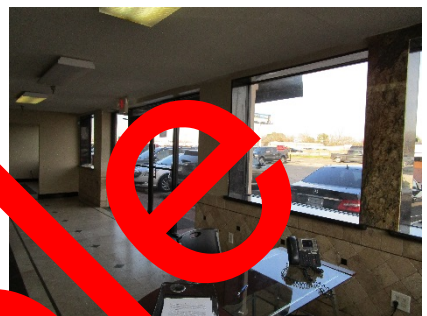
Interior - Sales



Interior - Sales



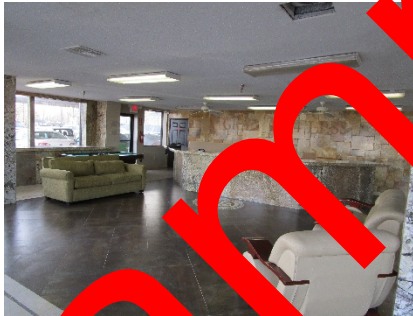
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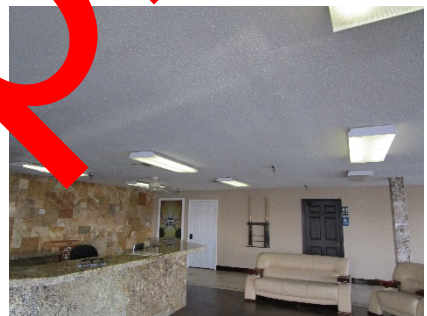
Interior - Sales



Interior - Sales



Interior - Sales



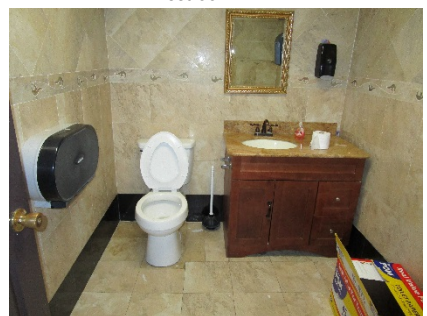
Interior - Sales



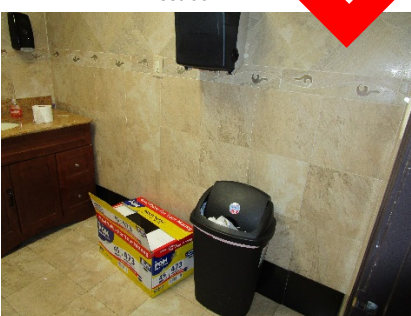
Interior - Sales



Restroom



Restroom



Side Room



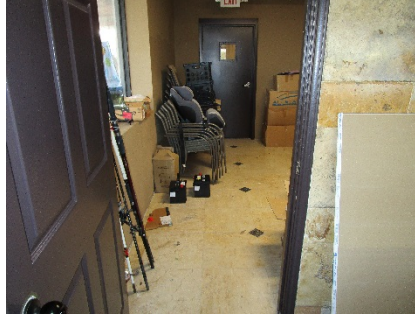
Side Room



Side Room



Breakroom



Breakroom



Breakroom



Hallway



Hallway



Attic



Attic



Attic



Attic



Attic



Attic



Attic



Attic



Attic



Hallway



Hallway



Hallway



Restrom



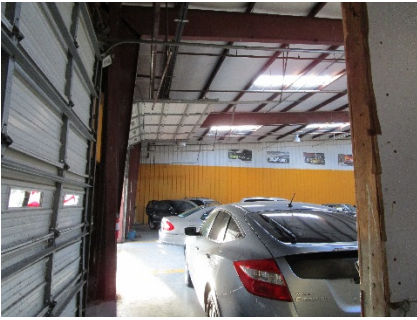
Restroom



Restroom



Shop Area Middle



Shop Area Middle



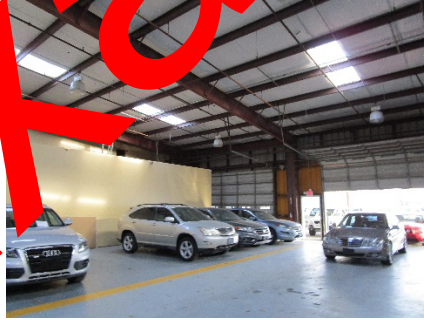
Shop Area Middle



Shop Area Middle



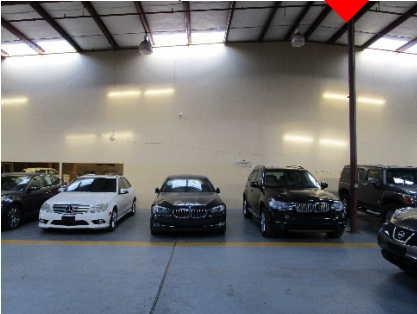
Shop Area Middle



Shop Area Middle



Shop Area Middle



Shop Area Middle



Shop Area Middle



Exterior



Exterior



Exterior



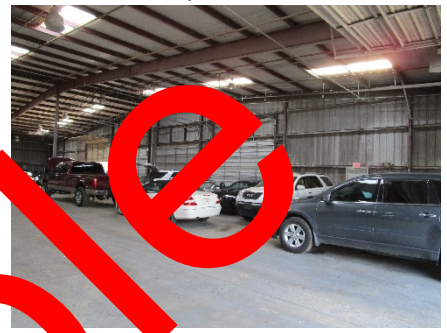
Exterior



Shop Area Back



Shop Area Back



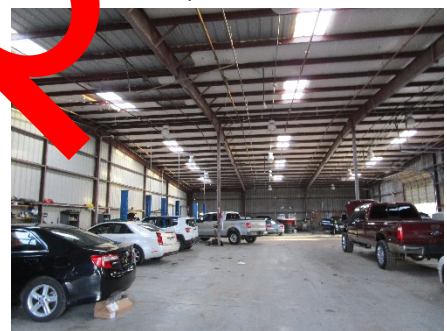
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Shop Area Back



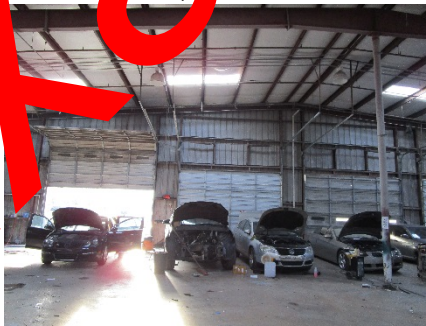
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Shop Area Back



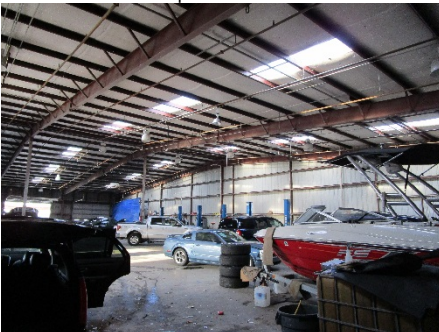
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Shop Area Back



Shop Area Back



Shop Area Back



Shop Area Back



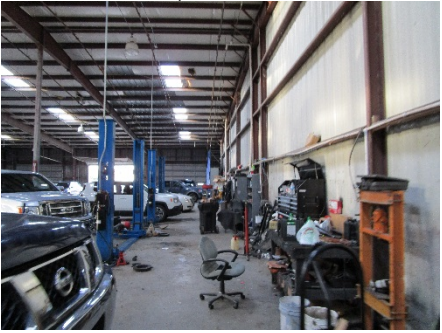
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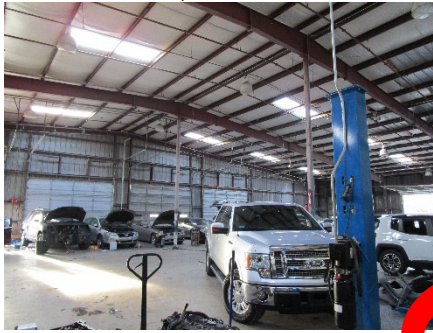
Shop Area Back



Shop Area Back



Shop Area Back



Example