

*Planning: Due Diligence Checklist:*

- Zoning classification and requirements
- Adjacent land use
- Development pipeline
- Identify all necessary licenses and/or permits
- Verify no governmental plans or administrative proceeding that may affect the property
- Verify no existing or pending assessments

*Architecture: Due Diligence Checklist:*

- Facility condition assessment
- Review all inspection reports (roofing, HVAC, foundation, septic, etc.)
- ADA compliance
- Review plans, specifications, and other documents detailing the property's "as-built" condition
- Review warranties and guarantees

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*Environmental: Due Diligence Checklist:*

- Phase 1 environmental site assessment
- Phase 2 environmental site investigation
- Brownfield analysis
- Hazardous material report
- Mold investigation
- Threatened and endangered species
- Wetlands

*Civil Engineering: Due Diligence Checklist:*

- Floodway / Floodplain
- Geotechnical investigation
- Stormwater management
- Site access
- Utilities:
  - Water
  - Electric
  - Gas
  - Sanitary
  - Phone / Cable / Fiber Optic

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*Survey: Due Diligence Checklist:*

- Review or obtain the most recent title and/or boundary survey
- ALTA Survey – Minimum Requirements
  - Establish Boundary / Monumentation Recovered
  - Review of record description of adjoiners
  - Easements - Benefitting and Burdening including visible utilities
  - Evidence of all forms of access by other than the apparent occupant
  - Lines of Possession and Improvements along Boundary / Potential Encroachments
  - Location of all Buildings
  - Water features within 5 feet of the perimeter boundary
  - Mapping to include significant variation in record vs. measured distances
  - Mapping to include the depiction of gaps or overlaps with adjoiners

- ALTA Survey – Table A Optional Survey Items
  - Monuments - Item 1 [Required in Indiana]
  - Flood Zone - Item 3 [POTENTIAL DEAL BREAKER!]
  - Gross Land Area - Item 4 [Required in Indiana]
  - Vertical Relief - Item 5 [If the site to be reconfigured or building addition anticipated]
  - Substantial Features - Item 8 [Such as parking lots, landscaping, sidewalks]
  - Utility Mapping via records and markings - Item 11 [ADDS COSTS AND TIME]

*19 ITEMS IN TOTAL - Above 6 most frequently requested of a surveyor*

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