

## Check List to Discover

### Undisclosed Impediments or Conditions that Could be Problematic

The Standing Committee will expect answers to all of the questions named below before they approve of a plan to buy or accept as a gift any new property.

#### TITLE

- ..... Have you seen a copy of the current title policy and a list of all owners?
- ..... Do they all agree to the sale/gift?
- ..... Are there any liens on the property?
- ..... Are there any restrictive covenants on the title?
- ..... Are there any wills or court orders that affect the transfer of title or use of the property?
- ..... Is the property currently in probate or subject to any other legal proceeding?

#### Zoning

- ..... What is the zoning of the surrounding properties a 1/2 mile to a mile in all directions?
- ..... What is the planned unit development status of this property according to the local Plan Commission?
- ..... Is the land use of the surrounding properties actual and legal?
- ..... What jurisdiction controls the land use and zoning of this property?

#### Utilities

- ..... Has the surrounding community experienced any problems with utilities?
- ..... Are there plans for utility upgrades that the owner of the property might have to pay for?
  - ..... Water
  - ..... Electric
  - ..... Sewer
  - ..... Storm Sewer
  - ..... Utility Easements

**Flood Plain:**

Current Status:       ..... In, or ..... Out

..... How close is the property to the nearest flood plain?

..... Is there any evidence of drainage problems on the property,  
i.e., water marks on basement walls or on exterior walls?

**Is the Land Vacant or Improved?**

..... Condition of improvements, if any of the current buildings are to be used.

..... Do you plan to demolish any of the existing structures?

..... Do they contain environmentally dangerous materials that will require special demolition  
and removal?

..... Are there any underground tanks containing environmentally dangerous materials that  
will have to be removed?

**Tax Status**

..... Are real estate taxes up to date?

..... Are there tax liens on the property?

..... Is there any evidence that the local taxing authority will resist moving this property to  
non-tax status or refuse to move the property to non-tax status?

**Easements and Environmental Issues:**

..... Are there any current easements?

..... Are there plans for future easements?

..... What is the proximity to major power transmission lines, towers or cell towers?

..... What is the proximity to major rail lines?

..... What is the proximity to businesses handling or producing materials that are  
environmental toxins/health hazards?

**Professional Counsel**

..... Have you consulted with a real estate attorney?

..... Have you consulted with a General contractor experienced in church construction and rehabilitation?

..... Has an Appraisal or Market survey of comparable properties been done?

If so, how was the property valued? \_\_\_\_\_

..... Has a formal environmental survey been completed?

If so, please attach it.

..... Have you consulted with Church Insurance Company to determine the cost of adding the property to your policy and do you have a plan for paying for the insurance?

Property Check List for \_\_\_\_\_  
(name of church)

regarding \_\_\_\_\_  
(address pf property)

Completed by

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

\_\_\_\_\_ name and position

Date \_\_\_\_\_