

Title V Property Survey  
Federal Property Information Checklist  
(Rev. 11/89)

Instructions: 1) Use this form  
2) Complete all items below or the checklist will  
be returned for completion.

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Property ID # [ \_\_\_\_ ]  
(HUD will assign)

1. FEDERAL LANDHOLDING AGENCY: \_\_\_\_\_

2. PROPERTY: \_\_\_\_\_  
(Name) (Installation, if applicable)

3. ADDRESS: \_\_\_\_\_  
Street and number or, if none, a brief description of how to  
locate property

\_\_\_\_\_  
City County State Zip

4. \_\_\_\_\_ GSA Inventory Control Number (if  
available)

5. PREVIOUSLY REPORTED TO HUD \_\_\_\_\_  
Yes No  
Determination: \_\_\_\_\_ Suitable \_\_\_\_\_ Unsuitable by HUD \_\_\_\_\_  
Date

6. PROPERTY DESCRIPTION:  
\_\_\_\_\_ Building \_\_\_\_\_ Vacant Land \_\_\_\_\_ Other

A. Current status: \_\_\_\_\_ Utilized \_\_\_\_\_ Underutilized  
\_\_\_\_\_ Excess \_\_\_\_\_ Surplus

If Excess or Surplus, GSA Disposal Control No. \_\_\_\_\_

B. If underutilized, type of underutilization:  
Portion \_\_\_\_\_ Seasonal \_\_\_\_\_ Intermittent \_\_\_\_\_ Other \_\_\_\_\_  
(describe) \_\_\_\_\_

C. Predominant surrounding land use \_\_\_\_\_

D. Unusual physical features or impediments \_\_\_\_\_

\_\_\_\_\_

E. Legal constraints (right of entry, covenants, permits, licenses, etc.): \_\_\_\_\_

F. Other (comments): \_\_\_\_\_

7. BUILDING DESCRIPTION:
- A. age \_\_\_\_\_
  - B. structure type \_\_\_\_\_
  - C. size (useable square feet per floor) \_\_\_\_\_
  - D. number of floors \_\_\_\_\_
  - E. current or most recent use (storage, residential, office, etc.) \_\_\_\_\_
  - F. If occupied, indicate:
    - i. \_\_\_\_\_ percentage of total space occupied or otherwise in use
    - ii. \_\_\_\_\_ expiration date(s) of any existing lease(s) or renewal period(s)
  - G. If vacant, indicate:
    - i. \_\_\_\_\_ number of months vacant

8. BUILDING CONDITION: Meets or has the potential to meet the following criteria:

	MEETS		POTENTIAL*	
	Yes	No	Yes	No
A. Operating sanitary facilities	_____	_____	_____	_____
B. Potable water	_____	_____	_____	_____
C. Electric Power	_____	_____	_____	_____
*D. Indicate (if known) distance to nearest utility hook-up(s):	_____			
	_____			
	_____			

	MEETS		POTENTIAL*	
	Yes	No	Yes	No
E. Heating facilities adequate for the climate	_____	_____	_____	_____
F. Structurally sound				
i. foundation	_____	_____	_____	_____
ii. floors	_____	_____	_____	_____
iii. roofs	_____	_____	_____	_____
iv. exterior walls	_____	_____	_____	_____
v. interior walls	_____	_____	_____	_____
*vi. Describe general condition or extent of repairs needed	_____			
	_____			
	_____			

## 9. VACANT LAND

## A. Size

(acres/square footage)

B. Improvements (e.g., paved, etc.) describe:

\_\_\_\_\_

\_\_\_\_\_

## C. Current or most recent use

\_\_\_\_\_

## D. If occupied, indicate:

- i. \_\_\_\_\_ percentage of total land area occupied  
or otherwise in use
- ii. \_\_\_\_\_ expiration date of any existing lease  
or renewal period

10. VACANT LAND CONDITION: Meets or has the potential to met the  
Following criteria

	MEETS		POTENTIAL*	
	Yes	No	Yes	No
A. Operating sanitary facilities	_____	_____	_____	_____
B. Potable water	_____	_____	_____	_____
C. Electric Power	_____	_____	_____	_____
*D. Indicate (if known) distance to nearest utility hook-up(s):	_____			
	_____			
	_____			

## 11. ACCESS

A. Does this property have public access?

Yes	No
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If yes, how (road, other) \_\_\_\_\_

If no, indicate:

i. miles, distance to the nearest road

ii. type of terrain

iii. miles to the nearest town/city

iv. accessible by public transportation	Yes	No
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Type

B. Indicate any restrictions on access (hours, etc.)

## 12. ENVIRONMENTAL SUITABILITY

A. Is the property subject to contamination by toxic or hazardous materials or waste?                      Yes                      No

Identify the basis for determination (submit documents)

If yes, also identify:

i. Nature of contaminants:

ii. Location of contaminants:

iii. Extent (percentage of building or number of acres affected) of contaminants:

iv. Any scheduled clean-up plans (including projected date of completion and estimated cost, if known):

B. Is an industrial/commercial Federal facility handling flammable or explosive material (excluding underground storage) located on the property or within 2,000 feet of its boundary? (Exclude underground storage, gasoline stations, tank truckers, and any above-ground container(s) with a capacity of 100 gallons or less of such materials.)

	Yes	No

If yes, indicate:

i. Number of acres located more than 2.000 feet from such facility \_\_\_\_\_

ii. Nature of the facility and material \_\_\_\_\_

C. Is any portion of the property located within an airport runway clear zone? \_\_\_\_\_ Yes \_\_\_\_\_ No

If yes, indicate the oprtion (percentage) of the property which is so located: \_\_\_\_\_ %

D. Is any portion of the property located within a 100 year floodplain? (Note that the fact that a Federal property is not included in an existing floodplain map or study does not, by itself, justify a "No" answer.) \_\_\_\_\_ Yes \_\_\_\_\_ No

Is any portion of the property located in the floodway?

\_\_\_\_\_ Yes \_\_\_\_\_ No

E. Is the property impacted by any other known environmental condition which might jeopardize the safety of occupants of the property (e.g., friable asbestos, PCBs, radon, periodic flooding)?

\_\_\_\_\_ Yes \_\_\_\_\_ No

Indicate:

(1) Basis for determination (submit document):

\_\_\_\_\_

(2) Nature of condition: \_\_\_\_\_

\_\_\_\_\_

(3) Extent of condition: \_\_\_\_\_

\_\_\_\_\_

(4) Location of condition: \_\_\_\_\_

\_\_\_\_\_

F. Are there any other known environmental conditions which could affect or be impacted by the occupancy of the property (e.g., endangered species, wild and scenic rivers, wetlands, historic properties, storm water runoff, etc.)?

\_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_ Undetermined

If yes, for each:

(1) Describe the environmental condition: \_\_\_\_\_

\_\_\_\_\_

(2) Describe the potential impact: \_\_\_\_\_

(3) Basis for the determination (submit document): \_\_\_\_\_

### 13. SECURITY

A. Is the property located in a secure facility to which the general public is denied access? \_\_\_\_\_ Yes \_\_\_\_\_ No

B. If the answer above is yes, can alternative access be provided for the general public without compromising security requirements:

\_\_\_\_\_ Yes \_\_\_\_\_ No

Indicate method of providing access:

### 14. LIMITATIONS ON USE

A. Are there now, or are there anticipated to be, any other limitations not previously described on the use of this property to assist the homeless for a period of one year or more?

\_\_\_\_\_ Yes \_\_\_\_\_ No

B. If yes, describe the limitation: \_\_\_\_\_

Does the limitation currently exist? \_\_\_\_\_ Yes \_\_\_\_\_ No

If no, when will any limitation take effect? \_\_\_\_\_  
Date of Effect

### 15. CHECKLIST CONTACT PERSON: \_\_\_\_\_

Name

Title

Telephone number: FTS \_\_\_\_\_

Commercial \_\_\_\_\_

Date prepared: \_\_\_\_\_