

Addendum A to Capital Application - Pre-Purchase Checklist for Facility (As-Is Condition)

(Submit with Capital Application for Purchase of a Facility)

Site: _____ City: _____
Purpose: CTH-II Day Program Administration Other: _____

Building Considerations:

1. Building Size: _____ Heated Sq. Ft.: _____ Lot Size: _____ Acres: _____ # of Floors: _____
2. Year Built: _____ Current Use: _____
3. Zoning Type (attach documentation from Applicable Authority – See Addendum C)
 Not Currently Zoned In City Limits? Yes No
4. Interior Features:
 Living Room Great Room Den Study Master BR BR #2 BR #3 BR #4 # Bathrooms
 Kitchen Dining Room Laundry Other

Exterior Features:
 1 Car Garage 2 Car Garage Porch(es) Deck(s) Patio(s) Fenced Backyard: Yes No
5. Overall Condition: Excellent Good Fair Poor
6. Roof Condition: Excellent Good Fair Poor
Type Roof: _____ Age of Roof: _____ Evidence of Leaks: Yes No
7. Adequate Ventilation: Yes No Roof: Yes No Floor (Crawl Space): Yes No
8. Does structure meet code requirements? Yes No
9. Moisture present in crawl space? Yes No Any mildew on structural members? Yes No
10. Insulation Thickness: Attic: _____ inches Floor: _____ inches
Type of Insulation: Batt Loose Fill Blown
11. Bedroom Windows: Maximum Vertical Opening meets DDSN Licensing Standards? Yes No
If no explain why: _____
Maximum Opening Height (inches): _____ Master BR _____ BR#2 _____ BR#3 _____ BR#4
Sill Height (inches): _____ Master BR _____ BR#2 _____ BR#3 _____ BR#4
Window Type(wood, aluminum, clad wood): _____ Insulated Glass? Yes No
12. Handrails at grade separations? Yes No Any grade changes in floor elevation? Yes No
13. Handicap Accessibility: Steps at entrance/exit? Yes No
Entrance/exit door widths: _____ inches Corridor width: _____ inches
Bedroom door(s) width: _____ Bathroom Door(s) width: _____
Can doors be widened easily? Yes No Grab bars at toilet? Yes No At tub/shower? Yes No
14. Finishes: _____ Walls _____ Ceilings _____ Floors
Exterior: Brick Wood/Masonite Vinyl Siding Stucco
Trim: Painted Vinyl/Aluminum

15. List any outstanding features of this facility: _____

16. Evidence of damage to facility caused by termites, beetles, water, etc.?: Yes No If yes, explain: _____

Mechanical/Electrical Systems:

1. HVAC System Heat Pump Electric Heat Gas Heat Oil Heat

If oil heat ever existed, has any tank been removed? Yes No

Central Air Conditioned? Yes No Age of System: _____

2. Electrical System: Condition of Fixtures Good Poor

Condition of wiring: Good Poor Main Service Panel Size: _____ Amps: _____

3. Water Heater: Size: _____ gals. Age: _____ years Fuel: _____

Mixing valve to temper hot water temperature? Yes No

If gas water heater – is vent through roof properly installed? Yes No

4. Life Safety: Smoke/Heat Detector? Yes No Battery Operated: Yes No

Fire Extinguishers? Yes No

Emergency Lights? Yes No

Any open flame appliances (i.e., fireplace): Yes No

5. Is natural gas available? Yes No

Other Site Considerations: (See also Addendum H for separate fire sprinkler system information)

1. Public Water? Yes No

Public Sewer? Yes No

Well? Yes No Private Shared

2. Paved access road? Yes No

Paved driveway? Yes No

3. Which fire department provides service? _____

Distance to property? _____ Closest fire hydrant? _____

4. Property in flood zone? Yes No If yes, which zone? _____

Is property well drained? Yes No

Does surrounding property drain across site? Yes No

Is elevation of property higher than the street? Yes No

5. Character of neighborhood? Residential Commercial

If residential, is there any indication that this land was ever used for commercial or industrial purposes? Yes No

If yes, obtain a Phase I Environmental Study and submit to Central Office with Capital Application.

General:

1. Any desired/required renovations or repairs to the facility at the present time? Yes No

Within next 1-2 yrs? Yes No If yes, give brief description and cost estimate (reflect this at Item #9 of Capital Application also) _____

2. Any ancillary structures on site? Yes No To remain? Yes No

Note: When submitting capital application, an appraisal done by a certified appraiser must be included for all purchases. Also, a report done by a qualified building inspector should be submitted.