

**CITY OF WHITE OAK**  
**NEW PROPERTY LISTING QUESTIONNAIRE**  
**FOR PLACEMENT ON TEXAS WIDE OPEN FOR BUSINESS**

Property Name \_\_\_\_\_

Street Address \_\_\_\_\_

City & County \_\_\_\_\_

Zip Code \_\_\_\_\_

Site or Building \_\_\_\_\_

Min Size (sq. ft. or acres) \_\_\_\_\_

Max Size (sq. ft. or acres) \_\_\_\_\_

Description:

*Write a brief description of the property or examples of suggested use of property.*

**Property Type**

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Industrial (Wholesale/Distribution) | <input type="checkbox"/> Retail: Pad |
| <input type="checkbox"/> Office: Flex                        | <input type="checkbox"/> Office      |
| <input type="checkbox"/> Office: Office Building             | <input type="checkbox"/> Warehouse   |
| <input type="checkbox"/> Special: Bio Lab/R&D Building       | <input type="checkbox"/> Industrial  |
| <input type="checkbox"/> Retail                              | <input type="checkbox"/> Vacant Land |

For Sale?     YES         NO

If so, what is the sale price? \_\_\_\_\_

Are there any special sale terms? \_\_\_\_\_

For Lease?     YES         NO

If yes, what is the lease rate **per square foot**? \_\_\_\_\_

Are there any special lease terms? \_\_\_\_\_

Parcel \_\_\_\_\_

**BUILDING DETAILS**

Ground Floor Sq. Ft. \_\_\_\_\_ Total Building Sq. Ft. \_\_\_\_\_

Overhead Crane?  YES  NO

Building Sq. Ft. \_\_\_\_\_ Total Floor Area \_\_\_\_\_

Manufacturing Space Sq. Ft. \_\_\_\_\_ Office Sq. Ft. \_\_\_\_\_

Building Construction Material \_\_\_\_\_

Ceiling Height Minimum (feet) \_\_\_\_\_ Ceiling Height Maximum (feet) \_\_\_\_\_

Ceiling Height (feet) \_\_\_\_\_ Floor Load Bearing Capacity \_\_\_\_\_

Drive in Doors?  YES  NO If yes, how many? \_\_\_\_\_

Loading Docks?  YES  NO If yes, how many? \_\_\_\_\_

Cranes?  YES  NO If yes, how many? \_\_\_\_\_

Docks?  YES  NO Number of dock high doors with levelers: \_\_\_\_\_

Number of dock high doors without levelers: \_\_\_\_\_

**Basic Building Dimensions:**

*Enter basic building dimensions or a photo may be inserted.*

Kitchen?  YES  NO If so, how many? \_\_\_\_\_

Multi-tenant building?  YES  NO Number of floors: \_\_\_\_\_

Passenger Elevator?  YES  NO If so, how many? \_\_\_\_\_

ADA Compliant?  YES  NO Divisible?  YES  NO

Basement?  YES  NO Year Built? \_\_\_\_\_

Heating System?  YES  NO Column Space (in feet) \_\_\_\_\_

Air Conditioning?  YES  NO Year of Last Major Renovation \_\_\_\_\_

Current Major Tenants: \_\_\_\_\_

Building Networked?  YES  NO Internet Connection?  YES  NO

Telecommunications \_\_\_\_\_ Sprinkler?  YES  NO

Type of Property: Sub-Classification \_\_\_\_\_

Ownership: \_\_\_\_\_

Concrete Floor Thickness (feet): \_\_\_\_\_

Former Tenant: \_\_\_\_\_

Bridge Cranes?  YES  NO If so, how many? \_\_\_\_\_

High Efficiency Lighting?  YES  NO

Sprinkler System?  YES  NO If so, what size? \_\_\_\_\_

Amenities:

*Provide information about any amenities not already mentioned.*

Property Description:

*Describe the property in greater detail or include a photo or video.*

Building Description:

*Enter additional information as you see fit.*

**SITE DETAILS**

Lot Size: \_\_\_\_\_ Contiguous Acres Available for Development: \_\_\_\_\_

Current Use: \_\_\_\_\_ Total Acres: \_\_\_\_\_

Industrial Park?  YES  NO If so, what is the name? \_\_\_\_\_

**TRANSPORTATION**

Rail Access?  YES  NO Rail Provider: \_\_\_\_\_

Port?  YES  NO If so, what is the distance in miles? \_\_\_\_\_

Distance to Nearest Bus or Light Rail Stop (miles): \_\_\_\_\_

Distance to Major Interstate (miles): \_\_\_\_\_ Nearby Interstate: \_\_\_\_\_

Distance to Major Highway (miles): \_\_\_\_\_

Parking?  YES  NO If so, what is the type of parking? \_\_\_\_\_

How many parking spaces are available? \_\_\_\_\_

Nearest Airport: \_\_\_\_\_ Distance to Major Commercial Airport (miles) \_\_\_\_\_

**UTILITIES**

Electric Service Provider: \_\_\_\_\_ KVA: \_\_\_\_\_

AMP: \_\_\_\_\_ Voltage: \_\_\_\_\_ Phase: \_\_\_\_\_

Natural Gas Provider: \_\_\_\_\_ Natural Gas Line Size: \_\_\_\_\_

Fiber Optics?  YES  NO Hi-Tech Infrastructure:  YES  NO

Telecom: \_\_\_\_\_

Sewer Service:  YES  NO Sewer Line Size: \_\_\_\_\_

Sewer Provider: \_\_\_\_\_

Water Service:  YES  NO Water Line Size: \_\_\_\_\_

Water Service Provider: \_\_\_\_\_

**OTHER**

Is the property in a flood plain?                       YES     NO

What is the property zoned? \_\_\_\_\_  
(See the City's 2010 zoning map under Planning & Zoning Forms – <http://cityofwhiteoak.com/forms-and-documents/>)

**CONTACTS**

Company: \_\_\_\_\_    Name: \_\_\_\_\_

Phone: \_\_\_\_\_    Mobile Phone: \_\_\_\_\_

Fax: \_\_\_\_\_    Email: \_\_\_\_\_

Website: \_\_\_\_\_

Address: \_\_\_\_\_    City, State, Zip: \_\_\_\_\_

Send completed form to Sherry Roberts, Assistant City Manager  
[sroberts@cityofwhiteoak.com](mailto:sroberts@cityofwhiteoak.com) or by fax to (903) 297-2452

The system allows the uploading of pictures and video. Please send these with the form to the email address above.