

Date:

RE:

To whom it may concern:

Our firm has been retained to opine on the proposed _____ of the property noted above.

- The property is currently: _____ If other: _____
- The planned scope of work includes:
 Tear down and new construction Horizontal expansion Vertical expansion Condo conversion

Comments:

- The proposal envisions a change of use of the property Yes No

The plans to renovate the property

	Existing	Proposed
Site (square feet)		
Design		
Exterior Walls		
Above Grade (square feet)		
# of Stories		
Bedrooms		
Baths		
Basement (square feet)		
Basement Status		
Basement Type		
Pool		
Comments		

- We have conducted a zoning analysis of the property Yes No
 - The project as proposed is as of right and does not require a variance Yes No
- Comments:
- We estimate that it will take us _____ weeks to prepare plans and _____ weeks to get them approved by the local building department
 - We have already prepared plans for filing Yes No
 - The plans have already been approved by the local building department Yes No
 - Permits have been issued Yes No

Name:

Company:

Phone #:

Email:

Must be signed and stamped