



**Economic Development Council – Property Profile Worksheet**

Property Acreage: \_\_\_\_\_ Property Pricing: \_\_\_\_\_

Flyer/Brochure Available Y/N \_\_\_\_\_ Plat restriction on land use? Y/N \_\_\_\_\_

Travis County Appraisal District Reference ID number: \_\_\_\_\_

**Travis County Tax Map Number** \_\_\_\_\_

City of Manor: Yes \_\_\_ No \_\_\_

City of Manor Extraterritorial Jurisdiction (Travis County): Yes \_\_\_ No \_\_\_

Profile Original Preparation: \_\_\_\_\_

Updated: \_\_\_\_\_

**Property Physical Address:** \_\_\_\_\_

Survey Available: Yes \_\_\_ No \_\_\_

Vacant Land: Yes \_\_\_ No \_\_\_

**Existing Buildings:**

Classification (Office/Flex, etc) \_\_\_\_\_

Construction Type \_\_\_\_\_

Square Footage \_\_\_\_\_

Ceiling Height \_\_\_\_\_

Condition \_\_\_\_\_

Slab Thickness \_\_\_\_\_

Lease Rate and/or Sales Price \_\_\_\_\_

**Distance from Major Arterial or Expressways:**

US HWY 290 E \_\_\_\_\_

State Highway 130 \_\_\_\_\_

IH 35 \_\_\_\_\_

**Community Transportation Plan:**

Adopted by City of Manor - 2006

**Public Transportation:**

Capmetro Limited Bus Service

CARTS –Special Needs Transportation

**Distance from Major City(s):**

Austin - 12 Miles

Houston - 156 Miles

Dallas - 195 Miles

San Antonio - 100 Miles

Gulf Coast – 200 Miles

**Rail Line:**

Capmetro Freight & Future Public Within \_\_\_\_\_ of property

**Community, International or Regional Airport:**

Austin Bergstrom - 15 Miles

Austin Executive – 8 Miles

**Property Features:**

Flat: Yes \_\_\_ No \_\_\_

Slope: \_\_\_\_\_%

Flood Plain: Yes \_\_\_\_\_ No \_\_\_\_\_  
Public/Private Access from Right-of-Way: Yes \_\_\_\_\_ No \_\_\_\_\_

**Water Features:**

Ponds: Yes \_\_\_\_\_ No \_\_\_\_\_ (if yes how large) \_\_\_\_\_  
Streams: Yes \_\_\_\_\_ No \_\_\_\_\_  
Lakes: Yes \_\_\_\_\_ No \_\_\_\_\_  
Rivers: Yes \_\_\_\_\_ No \_\_\_\_\_

**Water Service Provider** \_\_\_\_\_ Existing Service: Yes \_\_\_\_\_ No \_\_\_\_\_  
Line Size: \_\_\_\_\_ Increased Capacity Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Electric Service Provider** \_\_\_\_\_ To Property Y/N: \_\_\_\_\_

**Gas Service Provider** \_\_\_\_\_ To Property Y/N: \_\_\_\_\_

Gas Line Size: \_\_\_\_\_

**Telecom & Other Utilities Available to Site**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Other Information available** (amenities, etc) :

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Prepared by (Owner or Agent):

*Please Print*

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Owner Contact information if different:

*Please Print*

Name \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:**

*The City of Manor routinely receives confidential Requests For Information (RFI) for Greenfield and building availability for potential businesses considering to locate in Central Texas. Leads are generally assigned a Code Name for company confidentiality. Included in the requests are clearly defined criteria for properties. Criteria may include minimum land area, existing structures, capacities of utilities, build to suit options, topography, distance to rail, airports, and major thoroughfares, etc. If a property matches the criteria outlined, the city may submit the information for further consideration. In some cases more than one property may be submitted.*

*In a typical process, the prospect company will develop a "short list" based on responses to the RFI. Visits are then scheduled to short listed communities. All available information on properties is essential. Properties not meeting minimum criteria will not be submitted. The City of Manor does not want to interfere with the business relationships property owners have with sales agents or brokers and you may choose to identify your broker as the property contact. While the City is not involved with any property negotiations; a city representative may facilitate a site visit and/or serve as the initial contact working with prospective companies.*

These forms may be submitted via fax, email or dropped off at:

City of Manor City Hall  
201 E. Parsons St. / P.O. Box 387  
Manor, TX. 78653  
(512) 272-5555 ofc. (512) 272-8636 fax  
E-mail [tbolt@cityofmanor.org](mailto:tbolt@cityofmanor.org)