

Session 3

Michigan Main Street Webinar Series

Getting Your Act Together Before You Market

Worksheet

When was your property inventory updated?

List vacant properties available for sale/lease

List areas of significant retail leakage

Current commercial lease rate

Business Mix (number in each category)

- | | | | |
|--------------------------|-------------------|--------------------------|---------------------|
| <input type="checkbox"/> | Retail- Gift/Home | <input type="checkbox"/> | Retail- Clothing |
| <input type="checkbox"/> | Retail- Other | <input type="checkbox"/> | Restaurant- Limited |
| <input type="checkbox"/> | Restaurant- Full | <input type="checkbox"/> | Office |
| <input type="checkbox"/> | Gov't/Non-Profit | <input type="checkbox"/> | Service |
| <input type="checkbox"/> | Other | | |

Process Mapped (check all that apply)

- | | | | |
|--------------------------|--------------------|--------------------------|---------------|
| <input type="checkbox"/> | Sign Ordinance | <input type="checkbox"/> | Change of Use |
| <input type="checkbox"/> | Site Plan Approval | <input type="checkbox"/> | Zoning Change |
| <input type="checkbox"/> | Inspections | <input type="checkbox"/> | Parking |