

# Real Estate Development Project Checklist Template

## Feasibility & Planning

Initial assessment and planning stages of the real estate development project.

### Project Concept Summary

Write something...

### Estimated Project Size (sq ft)

Enter a number...

### Proposed Property Use

- Residential
- Commercial
- Mixed-Use
- Industrial

### Target Project Completion Date

Enter date...

## Estimated Development Costs

Enter a number...

## Risk Assessment Level

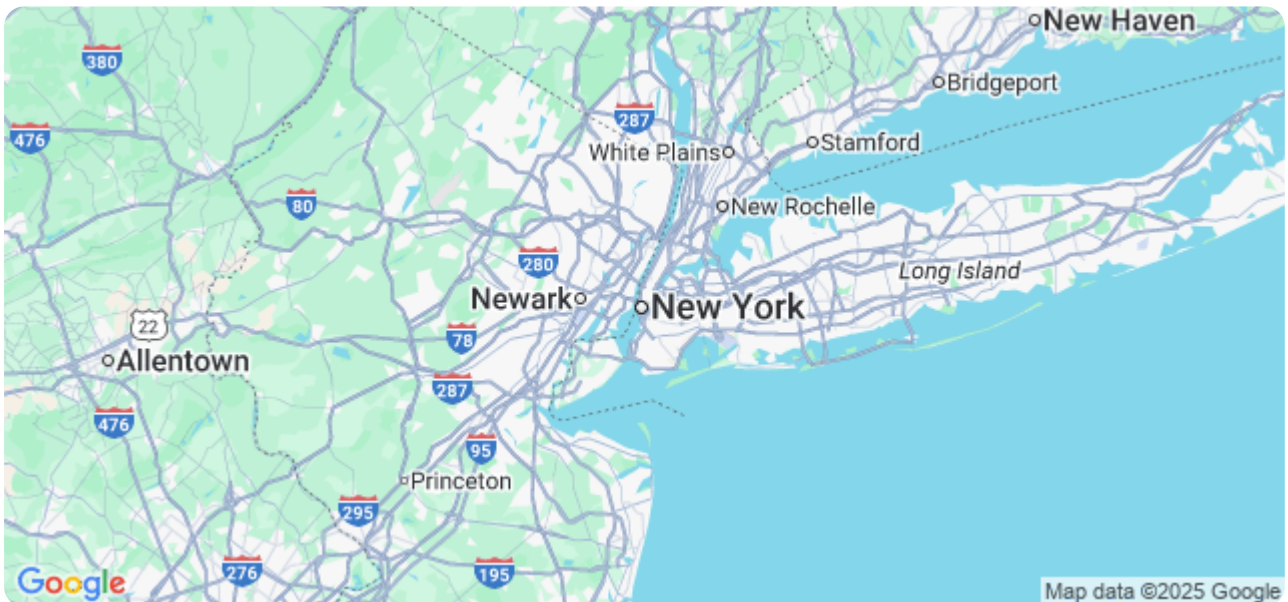
- Low
- Medium
- High

# Land Acquisition & Due Diligence

Activities related to purchasing or securing the land for development.

## Property Address

[📍 Set My Current Location](#)



## Assessed Value

Enter a number...

### Offer Date

Enter date...

### Purchase Price

Enter a number...

### Zoning Classification

- Residential
- Commercial
- Industrial
- Mixed-Use

### Survey Documents

 Upload File

### Title Search Notes

Write something...


## Design & Permitting

Architectural design, engineering plans, and obtaining necessary permits.

### Architect's Name

Write something...

## Architectural Drawings

 Upload File

## Design Narrative/Concept

Write something...

## Building Height (meters)

Enter a number...

## Zoning Compliance Status

- Compliant
- Variance Required
- Non-Compliant

## Permit Application Submission Date

Enter date...

## Engineering Calculations

 Upload File

# Financing & Budgeting

Securing funding and managing the project budget.

### Total Project Budget

Enter a number...

### Equity Contribution

Enter a number...

### Debt Financing Amount

Enter a number...

### Financing Source

- Bank Loan
- Private Investor
- Government Grant
- Other

### Loan Approval Date

Enter date...

### Contingency Fund Allocation (%)

Enter a number...

## Budget Assumptions and Notes

Write something...

## Financing Agreement

 Upload File

# Construction Phase

All activities related to the physical construction of the real estate project.

## Scheduled Concrete Pour Date

Enter date...

## Cubic Yards of Concrete Poured

Enter a number...

## Framing Inspection Status

- Passed
- Failed
- Pending

## Photos of Framing Completion

 Upload File

### Scheduled Roofing Start Date

Enter date...

### Time of Daily Site Check-in

### Number of Workers on Site

Enter a number...

## Legal & Regulatory Compliance

Ensuring compliance with all applicable laws and regulations.

### Zoning Compliance Confirmed?

- Yes
- No
- Pending

### Permit Application Submission Date

Enter date...

### Summary of Environmental Impact Assessment Findings

Write something...

### Accessibility Compliance (ADA) Assessment?

- Complete
- In Progress
- Not Started

### Copy of Required Permits

 Upload File

### Number of Open Code Violations

Enter a number...

### HOA Approval Received?

- Yes
- No
- N/A

## Marketing & Sales

Promoting and selling the developed property.

### Target Audience Size

Enter a number...

### Primary Marketing Channel

- Social Media
- Website/SEO
- Print Advertising
- Email Marketing
- Public Relations

### Marketing Campaign Start Date

Enter date...

### Marketing Campaign Messaging Summary

Write something...

### Target Demographics

- Age 18-25
- Age 26-35
- Age 36-50
- Families
- Professionals

### Marketing Collateral Samples (Brochures, Ads)

 Upload File

## Project Closeout

Final tasks and documentation required for project completion.

### Official Project Completion Date

Enter date...

### Final Project Cost

Enter a number...

### Final Project Report Summary

Write something...

### As-Built Drawings



Upload File

### Project Status

Completed

Closed

Archived

### Project Manager Signature

## Lessons Learned Documentation

Write something...