



File #: OMS-167922

Job #: BBT4-140729-1708037

**Property Information:**

Property Owner: **HPS Pharmacy**  
 Street: **312 Diamond St**  
 City: **Sistersville**  
 State: **WV** Zip: **26175**  
 Mobile Year:  
 Mobile Serial #: HUD #:

Contact: **Linda Hayes**  
 Work Phone: **304-758-2815**  
 mobile phone:  
 Home Phone:  
 Mobile Make/Model: /  
 Mobile Length: width:

**MANDATORY PHOTO REQUIREMENTS: You must have the proper photos to support what you have checked below. These are protected fields, so you must complete these in order to submit. This does not exclude any additional pictures that are asked of you in the special instructions and/or service procedures. Please read all the requirements of this order each time. These are always subject to change. The more pictures the better.**

- Full Frontal of the subject property- (to include whole building in picture standing back)
- Both sides of the subject property- (make a reasonable attempt, if you cannot please note reason why.)
- Full rear of the subject property- (to include whole building in picture standing back)
- 1 photo of every interior room of the property
- Pictures of any deficiencies noted on the report
- Street scenes- take pictures looking down each direction (to the left and to the right) of the street from the front of the subject property.
- Pictures showing the adjacent and neighboring properties from in front of the subject property regardless if anything is there.

**EACH PICTURE MUST BE CLEAR AND NOT BLURRY-If pictures are submitted in poor condition then you will be required to go back and retake them if necessary. If this occurs, you may not be paid for this order especially if it is owner occupied, and owner is upset that they need to give you access again. Please upload using high resolution.**

**Inspection Date: 8/5/2014**

**Property Information** (check all that apply)

Subject Property Type:	<input type="checkbox"/> Office	<input checked="" type="checkbox"/> Retail	<input type="checkbox"/> Industrial	<input type="checkbox"/> Residential
	<input type="checkbox"/> Vacant Land	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Other	
Neighborhood Maintenance Level:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Average	
	<input checked="" type="checkbox"/> Fair	<input type="checkbox"/> Poor		
Neighborhood Growth Stage:	<input type="checkbox"/> Growing	<input checked="" type="checkbox"/> Stable	<input type="checkbox"/> Declining	<input type="checkbox"/> Revitalization
Neighborhood contains:	<input type="checkbox"/> Apartments	<input type="checkbox"/> Industrial	<input checked="" type="checkbox"/> Commercial	<input checked="" type="checkbox"/> Retail
	<input type="checkbox"/> Residential	<input type="checkbox"/> Vacant Land	<input type="checkbox"/> Mixed	

Neighborhood Occupancy:  Many Lease/Rent signs  Few Lease/Rent signs  No Lease/Rent signs  
 Many For Sale signs  Few For Sale signs  No For Sale signs

Topography:  Mostly Level  Sloping

Corner Lot:  Yes  No

Utilities Available:  Electricity  Water  Sewer  
 Gas  Phone

Subject Property Traffic Level:  Heavy Traffic  Moderate Traffic  Low Traffic

### Subject Unit Description

Address and Suite Number Occupied? Occupant Type and Name (office, retail, etc.)

**312 Diamond Street, Sistersville, WV**

Yes  No **HPS Pharmacy, Retail**

Yes  No

Yes  No

Yes  No

Yes  No

Yes  No

Yes  No

### Subject Improvement Description

Provide a detailed description of the property and it's use. (Please be as detailed as possible) Property includes 38 X 66 Masonry (Concrete Block) 1 story Central Business District building with approximately 80% open retail space (20% storage/bathroom/basement steps), being used as a Pharmacy/Retail establishment. Property includes a 52 X 66 gravel parking corner lot at the corner of Diamond Street and West Virginia State Route 2. The building has an HVAC unit atop a 4 year old rubber roof, has a painted exterior, but does not have a front sign (the sign is located on the left side of the building (visible from the traffic flow on State Route 2). The interior was remodeled in 2009 by owner's family. The building contains a small unfinished basement. The original building on the property was much smaller, as evidenced by the basement area and mixed building materials. In the early 1960s, the building was used as a small grocery store. The building was added on to, and the current owners remodeled the interior in 2005, when they opened the pharmacy there. The building is not sprinkled but does have a fire hydrant right outside the front door of the building. The fire department building is .5 miles away and is volunteer; the owner (husband) states individual fire department volunteers are summoned via pager, not siren.

Describe Projected Property Use: Property is in a retail/commercial area near a theater, The Wells Inn Hotel and Restaurant, specialty retail shops, a large local hardware store, convenience and discount stores, and other mixed commercial properties. The open structure of the interior presents a good use for a specialty retail- one with a below average need for storage area- with easily accessible customer parking. Please note that parking lot is only one in neighborhood that is currently gravel.

Describe Renovations Made (if any): Owner and family renovated the building by installing flooring (Pergo), cabinetry, a customer service counter, retail racks, two sinks, new front windows, a customer service type drive through window (no square footage extension ), front interior accent lighting, and new side windows nearer the ceiling, and divided storage rooms with drywall in the back portion of the building. The owner's family also remodeled and expanded on a small two fixture bathroom (sink and toilet) to include new plumbing, electric baseboard, flooring and paint. The owner and family also did some rewiring, as evidenced in the basement access area and basement.

Estimated Year Built:  
**1920**

Estimated Year Renovated:  
**2009**

Number of Stories: **1**

Total Number of Units: <b>1</b>	Occupancy Percentage: <b>100</b>	Percentage of interior (above grade) that is finished: <b>95</b>
Number of Parking Spaces: <b>10 per owner</b>	Number of Covered Parking Spaces: <b>0</b>	Percentage of Basement that is finished: <b>0</b>

**Subject Unit Details (check all that apply)**

Exterior:	<input type="checkbox"/> Brick/Stone	<input type="checkbox"/> Wood/Siding	<input type="checkbox"/> Stucco	<input checked="" type="checkbox"/> Concrete	<input type="checkbox"/> Metal	<input type="checkbox"/> Glass
Heating/Cooling:	<input type="checkbox"/> Individual Heating Units	<input checked="" type="checkbox"/> Central Air Conditioning	<input checked="" type="checkbox"/> Central Heat	<input type="checkbox"/> Individual A/C Units	<input type="checkbox"/> None	
Interior Walls:	<input checked="" type="checkbox"/> Painted Drywall	<input type="checkbox"/> Wood/Paneling	<input type="checkbox"/> Brick/Block	<input type="checkbox"/> Concrete	<input type="checkbox"/> Other	
Ceilings:	<input type="checkbox"/> Painted Drywall	<input checked="" type="checkbox"/> Drop-in Tiles	<input type="checkbox"/> Wood	<input type="checkbox"/> Unfinished	<input type="checkbox"/> Metal	
Floors:	<input type="checkbox"/> Carpet	<input type="checkbox"/> Ceramic	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Hardwood	<input type="checkbox"/> Concrete	<input checked="" type="checkbox"/> Other
Fire Sprinklers:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No				
Elevators:	<input checked="" type="checkbox"/> None	<input type="checkbox"/> One	<input type="checkbox"/> Two	<input type="checkbox"/> Three	<input type="checkbox"/> More than three	
Overall Building Condition:	<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input checked="" type="checkbox"/> Average	<input checked="" type="checkbox"/> Fair	<input type="checkbox"/> Poor	<input type="checkbox"/> Not Applicable
Environmental Concerns Observed:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No				

**Notes/Comments:**

Please note any interior or exterior deferred maintenance, neighborhood issues, needed repairs or hazardous conditions. Include any photographs that will help support issues reported.

Interior and exterior deferred maintenance/neighborhood Issues: Deferred Maintenance: Storage area, basement, gravel parking lot, awning. Deferred maintenance areas reportedly maintained by the town: sidewalk, and cracking cement at right of building (posted No Parking by the town). Neighborhood Issues: There are some areas of "paved vacant lots" and aging structures of the central business district buildings located west and south of the property. An active railroad operates down the street from the property (in photo of Diamond Street).

Hazards/Needed Repairs: Potential fire hazards in storage areas. Basement steps- no railing. The underside of the front awning is peeling paint. The basement shows evidence of recent water incursion/seepage from rain.

Inspection Photos



front



left



right



rear/back



address signage on left side



main pharmacy/ retail area



main pharmacy/retail area



main pharmacy/retail area



main pharmacy/retail area



storage room: prep area



storage room



storage room



storage area- loft above two storage rooms



bathroom



basement



awning (peeling paint hazard)



basement: water seepage from rain (damp afterward)



storage area hazard



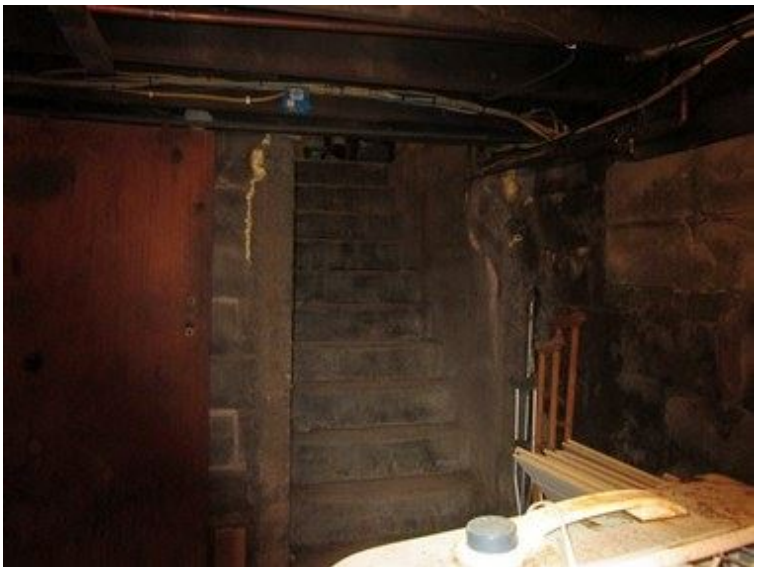
gravel parking lot showing deferred maintenance



sidewalk in front - trip/fall hazard (owner husband claimed maintained by town)



cracked cement area next to right side of building (posted no parking)



basement area showing water seepage area



street scene: diamond street, left of front of property, showing active railroad in neighborhood



street scene: diamond street, left of front of property



street scene: diamond street, right of the front of building



adjacent property: alleyway next to right side of property, taken from across diamond street, north side



adjacent property: directly north of property, across diamond street



adjacent property: northwest of property, across diamond street





adjacent property: vacant paved area across alleyway from front of property



adjacent property: northeast of property, across diamond street



adjacent property: insurance office building behind property to south of property parking area

38 Feet



Storage Rooms

Bathroom/  
Steps  
To Bsmt

Pharmacy/Retail Area

66 Feet

WV SR 2

Gravel Customer Parking Lot  
52 Feet X 66 Feet = 3,432 Square Feet

52 Feet

Alley

66 Feet

38 Feet X 66 Feet = 2,508 Square Feet

Diamond Street