THE IDEAL PROPERTY GUIDE

Pasley Commercial Interiors + Innovate Commercial Real Estate

Define your ideal property before you tour the wrong spaces or sign the wrong lease.

Why This Guide Exists

Most commercial searches go wrong before a single tour happens. *Here's what we see over and over:*

- ***Build-out and furniture costs*** *are guessed at, then explode once you're emotionally committed to a space*
- ***"Good enough" locations*** *slowly cost you — poor visibility, awkward parking, inflexible floor plans*
- ***Critical infrastructure details*** *— power, plumbing, HVAC, code requirements — surface after the LOI, when your leverage is gone*
- ***Designers arrive late****, forced to make a space work that was never selected with your operations in mind*
- ***Tours are driven by what's available****, not what your business actually needs to run profitably*

This guide changes that sequence.

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How to Use This Guide

We encourage you to print this PDF to paper so you can make notes and develop your plan.

Work through the questions in each section below before your first meeting with our team. Write your answers in plain language — there are no wrong answers. The goal is to surface what's real about your operation so your broker and designer aren't learning it for the first time during a tour.

When you've completed this guide, you're ready to book your **Ideal Property Profile Session** — a focused 90-minute working session with Robin and Charlie together.

The **booking link** in this guide will connect you on a quick phone call with their colleague H.B. Pasley to calendar your next steps.

Section 1: Operational Must-Haves vs. Nice-to-Haves

Be honest about what your business requires versus what would simply be convenient.

Questions to work through:

- *What are your hours of operation? Any night, weekend, or seasonal variance?*
- *How many people will work in this space at peak? At minimum?*
- *What departments, functions, or zones need to be near each other? What needs separation?*
- *How much storage do you actually need — and what type (secured, climate-controlled, accessible)?*
- *Do you have loading, receiving, or delivery needs? How frequent?*
- *Are there any privacy requirements — acoustic, visual, or regulatory?*

Your notes:

Section 2: Customer and Team Experience

How your clients and team move through a space shapes everything from lease negotiations to design decisions.

Questions to work through:

- *How do clients arrive? (Walk-in, appointment-only, delivery, drive-through?)*
- *Is there a wait or reception moment? What does that need to feel like?*
- *What does the journey through your space look like for a client from arrival to departure?*
- *Where does your team do its best, most focused work? What conditions support that?*
- *What do your ideal clients expect from your environment? What would disappoint them?*

Your notes:

Section 3: Infrastructure and Code Realities

These are the deal-killers that surface too late. Surface them first.

Questions to work through:

- *Do you have any special power requirements (dedicated circuits, high amperage, backup power)?*
- *Do you need plumbing beyond standard restrooms (sinks, floor drains, water lines)?*
- *Any special ventilation requirements — hoods, negative pressure, air quality, medical exhaust?*
- *Do you use heavy or specialized equipment that requires reinforced floors or specific clearances?*
- *Are there licensing or code requirements tied to your industry that affect your space (health department, ADA, fire suppression)?*

Your notes:

Section 4: Brand and Growth Considerations

A space that fits today but caps your growth is a deal with a hidden expiration date.

Questions to work through:

- *How does your space need to look and feel to your clients and team? What words describe the environment you want to create?*
- *What does your brand require that a "generic" space can't deliver?*
- *Where do you expect to be in 3 years? 5–7 years? Will you need more staff, more zones, more square footage?*
- *Do you need flexibility — the ability to sublease, expand into adjacent space, or exit early if needed?*
- *Are you buying or leasing? What's your honest runway for this space?*

Your notes:

Section 5: Build-Out and Furniture Awareness Checklist

Before you fall in love with a space, understand its true occupancy cost.

Use this checklist to flag what each candidate property will require before it's move-in ready :

Item	Needed?	Estimated Range
Demolition / reconfiguration	☐ Yes ☐ No	$
Electrical upgrades	☐ Yes ☐ No	$
Plumbing additions	☐ Yes ☐ No	$
HVAC modifications	☐ Yes ☐ No	$
ADA compliance updates	☐ Yes ☐ No	$
Flooring	☐ Yes ☐ No	$
Lighting	☐ Yes ☐ No	$
Signage	☐ Yes ☐ No	$
Furniture + workstations	☐ Yes ☐ No	$
Technology / data / security	☐ Yes ☐ No	$
Moving costs	☐ Yes ☐ No	$

Rule of thumb: *If you're relying on a landlord's tenant improvement allowance, know exactly what it covers — and what it doesn't — before you sign.*

Section 6: Red Flags and Green Flags

As you tour properties, use this lens to evaluate each one quickly.

🚩 *Red Flags — Walk Away Faster*

- *Infrastructure gaps that require expensive remediation the landlord won't cover*
- *Parking that doesn't match your customer or staff volume*
- *Floor plan that forces inefficient operations (backtracking, poor adjacencies)*
- *Lease terms that don't allow for growth, sublease, or reasonable exit*
- *Landlord with a reputation for being unresponsive or adversarial*

✅ *Green Flags — Worth a Deeper Look*

- *Infrastructure that closely matches your requirements (minimizes build-out cost)*
- *Visibility and access that matches how your clients arrive*
- *A floor plan you can genuinely see your team working in*
- *A landlord willing to negotiate tenant improvements*
- *A lease term that matches your honest growth horizon*

Section 7: The Two or Three Questions That Matter Most To You

Before touring any property, write down the two or three questions that would immediately tell you whether this space is worth pursuing. These should be specific to your operation.

Examples:

- *"Can this electrical panel support two additional 50-amp circuits without a full panel upgrade?"*
- *"Is the landlord willing to grant a 5-year initial term with two 3-year options?"*
- *"Can we reconfigure the reception area to the north wall without losing the required egress width?"*

Your must-ask questions for every property:

1. _
2. _
3. _

What Happens Next

You've done the work. Now let's put it to use.

Your Ideal Property Profile Session

In about 90 minutes, Robin and Charlie sit down with you together. We review your answers, ask clarifying questions, and build your **one-page Ideal Property Profile** — a plain-language brief that you, Charlie, your lender, and future design partners can all act on.

Let's **schedule a first phone call**.

What you walk away with:

- *Your completed, prioritized Ideal Property Profile*
- *A confirmed red flag / green flag list calibrated to your operation*
- *A rough space planning and adjacency sketch*
- *A build-out awareness cost frame for your realistic budget*
- Key questions ready for every property tour

*Remember: *This is not a design contract. You're under no obligation to use Robin or Charlie beyond this session. But most clients find that starting with both perspectives at the same table changes what they look for — and what they're willing to settle for.*

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Your Team

Robin Pasley, NCIDQ — Commercial Interior Designer
616 North Tejon Avenue, Colorado Springs, CO 80903
Pasley Commercial Interiors designs commercial environments that support how your business actually runs — operations, revenue model, and brand. Every project begins with structured discovery so design decisions serve the business first.

Charlie Cummings — Commercial Real Estate Agent
7173 S Havana St., Suite 600-285, Centennial CO 80112
Charlie works best with business owners who want real guidance, not a transactional pitch. His networking experience reinforces that owner-focused, advisor-focused relationships create stronger referral opportunities than broad networking groups.

Together, we help you make one of your biggest business decisions with more clarity, better information, and a unified team at the table from the start.