



333 East Bethany Dr (Suite 100-B), Allen, TX

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Offered by:

Teague Griffin
214-912-6156
teague@bgrea.com

Luke Brown
972-658-0769
luke@bgrea.com



BROWN & GRIFFIN
Real Estate Advisors, LP

For Lease

- **Office space in the popular city of Allen, TX**
- **(1) Suite to choose from**
- **1,225 sq ft**
- **333 East Bethany Drive, Allen, TX (Suite 100-B)**
- **Collin County**
- **35,000+ Vehicles Per Day (VPD)**
- **Prices:**
 - **Exterior Suite \$2,800 per month plus assn fees**



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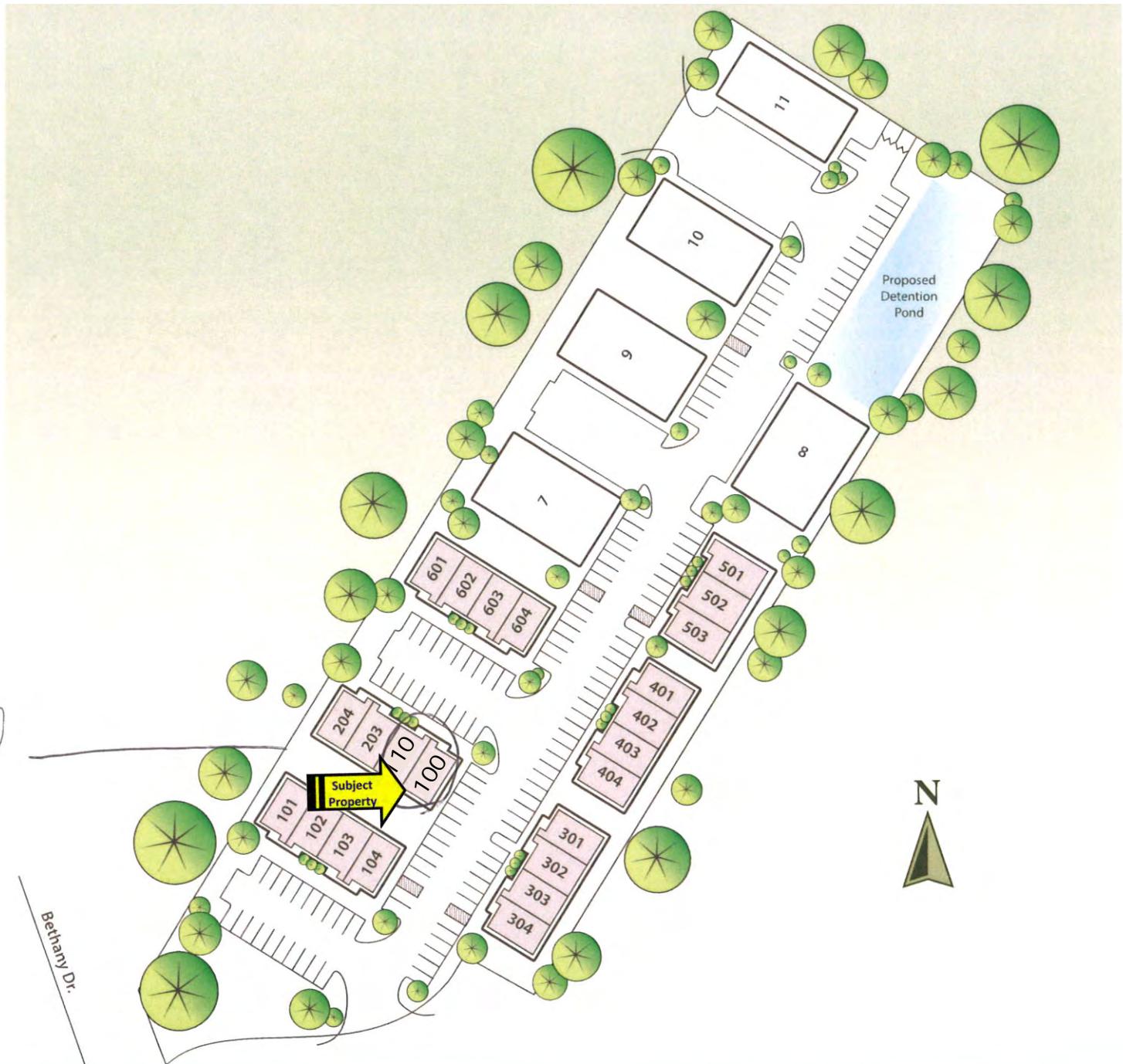


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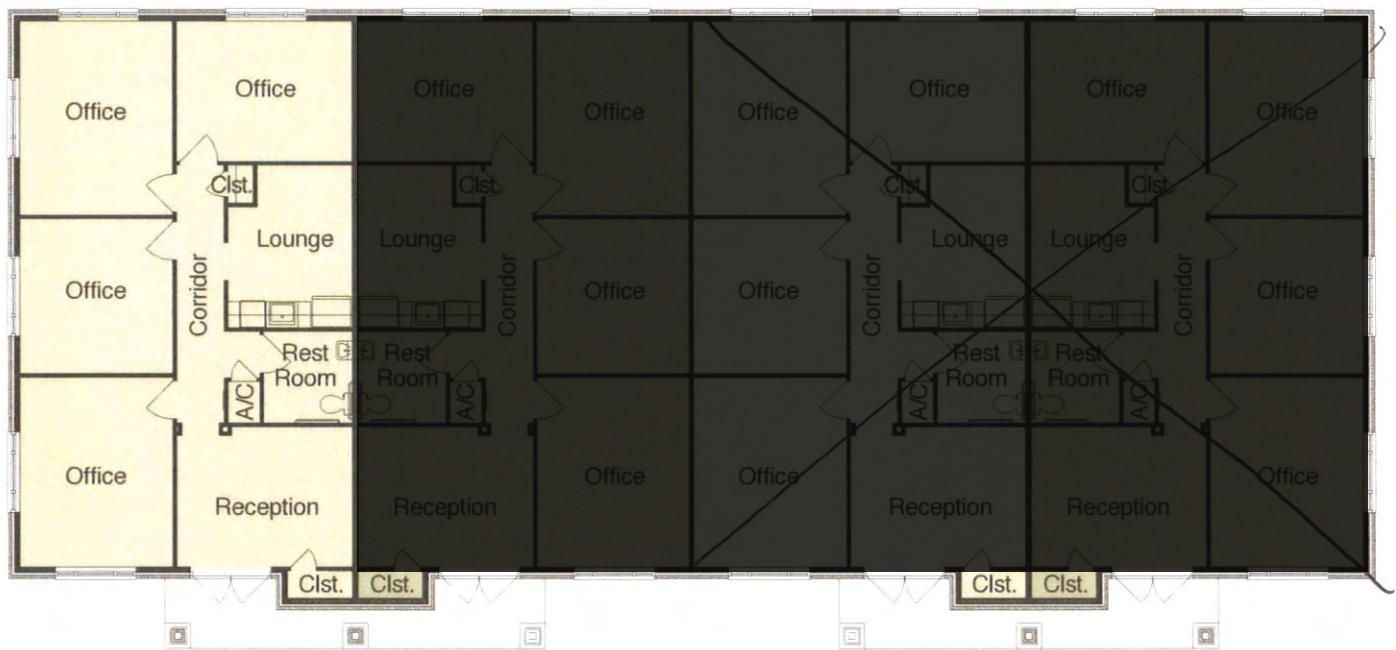
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Building B Suite 100-B

4-Unit Floor Plan



Offices are efficiently designed and can be expanded to create larger units.
Choose from 1,200 square feet up to 4,900 square feet.



Included Features

Exterior Design Features:

- Combination of stone and stucco
- Covered individual entries with porch light
- Individual corporate identity sign

Landscaping and Irrigation:

- Professionally designed landscape throughout community
- Automatic irrigation system and maintenance-free landscaping through Community Association Management

Quality Construction Features:

- Professionally engineered foundation and framing
- Reception area with 10' double tray ceilings
- 9' ceiling height throughout

Energy Features:

- Double Pane low-E windows
- R20 Batt insulation exterior walls
- R38 Batt insulation ceiling
- Poly-sealant and caulking for energy efficiency

Heating and Air System:

- 14 SEER high-efficiency HVAC system

Cabinets and Countertops:

- Stained kitchen cabinetry
- 42" upper cabinets
- Granite slab countertops

Flooring:

- Quality commercial carpet
- Ceramic tile in kitchen and restroom
- Hardwood flooring in reception and hallway

Doors, Windows, Trim and Hardware:

- Commercial double glass doors at entry
- 8' raised-panel interior doors
- Elegant satin nickel lever hardware
- Wooden window sills
- 5" baseboard and designer casing
- Crown molding double step-down ceiling in reception area
- Chair rail in reception area

Electrical:

- Elegant light fixture in reception area
- Two fluorescent light fixtures in each office
- Two conduits provided to each office for phone/computer and security
- Pre-wired for security

Plumbing:

- Stainless steel sink and faucet in kitchen
- Sink, faucet and accessories package in restroom
- Elongated commode in restroom
- Insta-hot water heater
- Ice-maker line to refrigerator



333-B

333 East Bethany Dr, Allen, TX (Suite 100-B)



HWY 75

BETHANY DRIVE

Subject
Property





Reception
(file photo)





**Office Space
(file photo)**





**Conference
(file photo)**





Hall
(file photo)





**Bathroom
(file photo)**





**Storage
(file photo)**





Break area
(file photo)



**Office
(file photo)**





Office
(file photo)





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- Executive Summary

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Executive Summary

Bethany
201-313 E Bethany Dr, Allen, Texas, 75002
Drive Time: 10 minute radii

Prepared by Esri
Latitude: 33.08994
Longitude: -96.67192

10 minutes

Population

2000 Population	106,206
2010 Population	154,234
2018 Population	185,820
2023 Population	205,542
2000-2010 Annual Rate	3.80%
2010-2018 Annual Rate	2.28%
2018-2023 Annual Rate	2.04%
2018 Male Population	49.1%
2018 Female Population	50.9%
2018 Median Age	35.7

In the identified area, the current year population is 185,820. In 2010, the Census count in the area was 154,234. The rate of change since 2010 was 2.28% annually. The five-year projection for the population in the area is 205,542 representing a change of 2.04% annually from 2018 to 2023. Currently, the population is 49.1% male and 50.9% female.

Median Age

The median age in this area is 35.7, compared to U.S. median age of 38.3.

Race and Ethnicity

2018 White Alone	61.1%
2018 Black Alone	10.2%
2018 American Indian/Alaska Native Alone	0.5%
2018 Asian Alone	18.9%
2018 Pacific Islander Alone	0.1%
2018 Other Race	5.5%
2018 Two or More Races	3.7%
2018 Hispanic Origin (Any Race)	15.9%

Persons of Hispanic origin represent 15.9% of the population in the identified area compared to 18.3% of the U.S. population. Persons of Hispanic Origin may be of any race. The Diversity Index, which measures the probability that two people from the same area will be from different race/ethnic groups, is 69.3 in the identified area, compared to 64.3 for the U.S. as a whole.

Households

2000 Households	36,694
2010 Households	53,708
2018 Total Households	63,985
2023 Total Households	70,575
2000-2010 Annual Rate	3.88%
2010-2018 Annual Rate	2.14%
2018-2023 Annual Rate	1.98%
2018 Average Household Size	2.90

The household count in this area has changed from 53,708 in 2010 to 63,985 in the current year, a change of 2.14% annually. The five-year projection of households is 70,575, a change of 1.98% annually from the current year total. Average household size is currently 2.90, compared to 2.86 in the year 2010. The number of families in the current year is 48,666 in the specified area.

Data Note: Income is expressed in current dollars

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023. Esri converted Census 2000 data into 2010 geography.

April 02, 2019



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10 minutes

Median Household Income

2018 Median Household Income	\$96,022
2023 Median Household Income	\$102,697
2018-2023 Annual Rate	1.35%

Average Household Income

2018 Average Household Income	\$120,664
2023 Average Household Income	\$133,323
2018-2023 Annual Rate	2.02%

Per Capita Income

2018 Per Capita Income	\$41,615
2023 Per Capita Income	\$45,828
2018-2023 Annual Rate	1.95%

Households by Income

Current median household income is \$96,022 in the area, compared to \$58,100 for all U.S. households. Median household income is projected to be \$102,697 in five years, compared to \$65,727 for all U.S. households

Current average household income is \$120,664 in this area, compared to \$83,694 for all U.S. households. Average household income is projected to be \$133,323 in five years, compared to \$96,109 for all U.S. households

Current per capita income is \$41,615 in the area, compared to the U.S. per capita income of \$31,950. The per capita income is projected to be \$45,828 in five years, compared to \$36,530 for all U.S. households

Housing

2000 Total Housing Units	38,840
2000 Owner Occupied Housing Units	26,766
2000 Renter Occupied Housing Units	9,927
2000 Vacant Housing Units	2,147
2010 Total Housing Units	56,056
2010 Owner Occupied Housing Units	37,983
2010 Renter Occupied Housing Units	15,725
2010 Vacant Housing Units	2,348
2018 Total Housing Units	66,416
2018 Owner Occupied Housing Units	43,373
2018 Renter Occupied Housing Units	20,612
2018 Vacant Housing Units	2,431
2023 Total Housing Units	72,919
2023 Owner Occupied Housing Units	48,286
2023 Renter Occupied Housing Units	22,289
2023 Vacant Housing Units	2,344

Currently, 65.3% of the 66,416 housing units in the area are owner occupied; 31.0%, renter occupied; and 3.7% are vacant. Currently, in the U.S., 56.0% of the housing units in the area are owner occupied; 32.8% are renter occupied; and 11.2% are vacant. In 2010, there were 56,056 housing units in the area - 67.8% owner occupied, 28.1% renter occupied, and 4.2% vacant. The annual rate of change in housing units since 2010 is 7.83%. Median home value in the area is \$238,655, compared to a median home value of \$218,492 for the U.S. In five years, median value is projected to change by 1.87% annually to \$261,844.

Data Note: Income is expressed in current dollars

Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023. Esri converted Census 2000 data into 2010 geography.

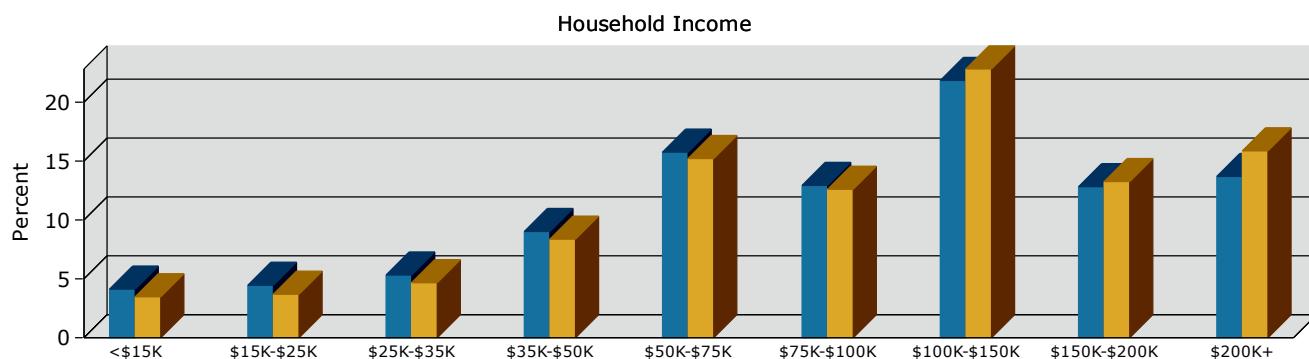
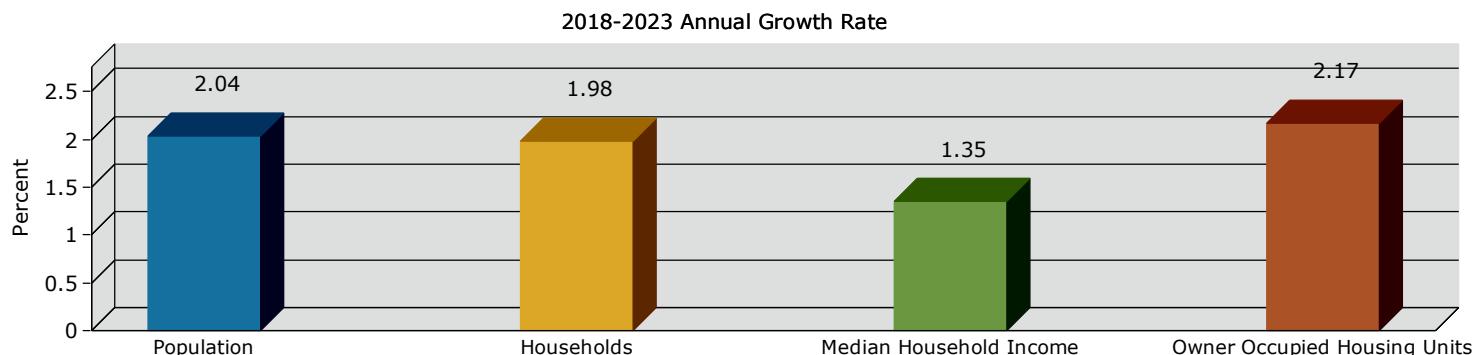
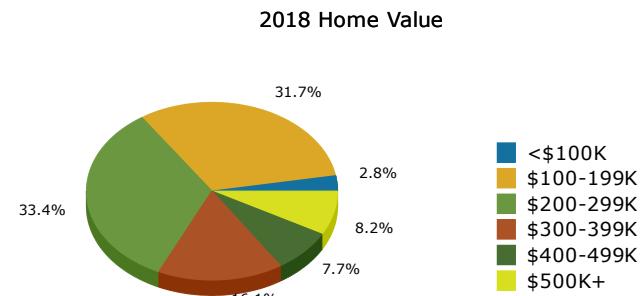
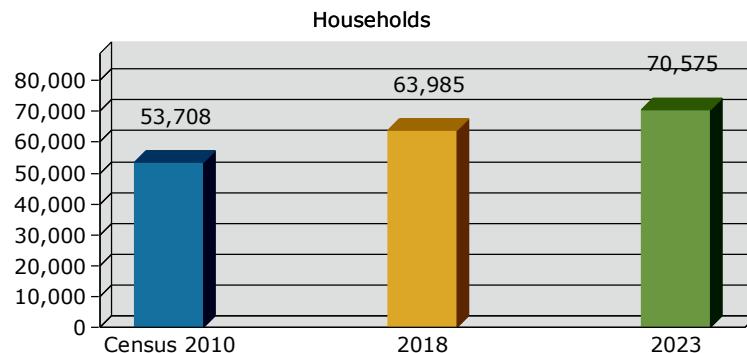
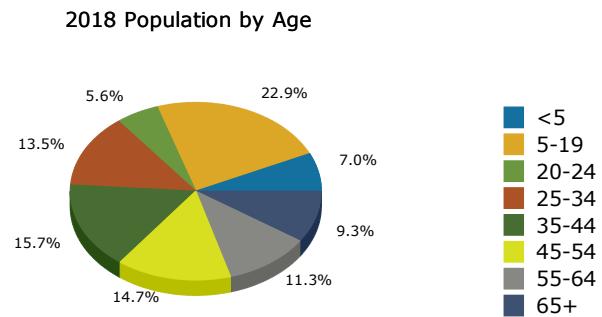
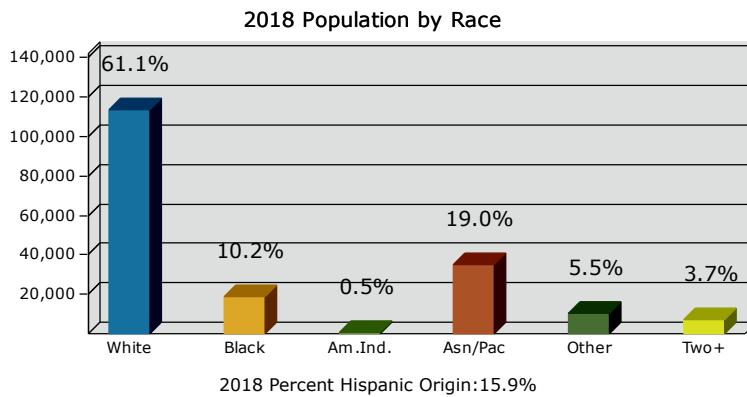
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Graphic Profile

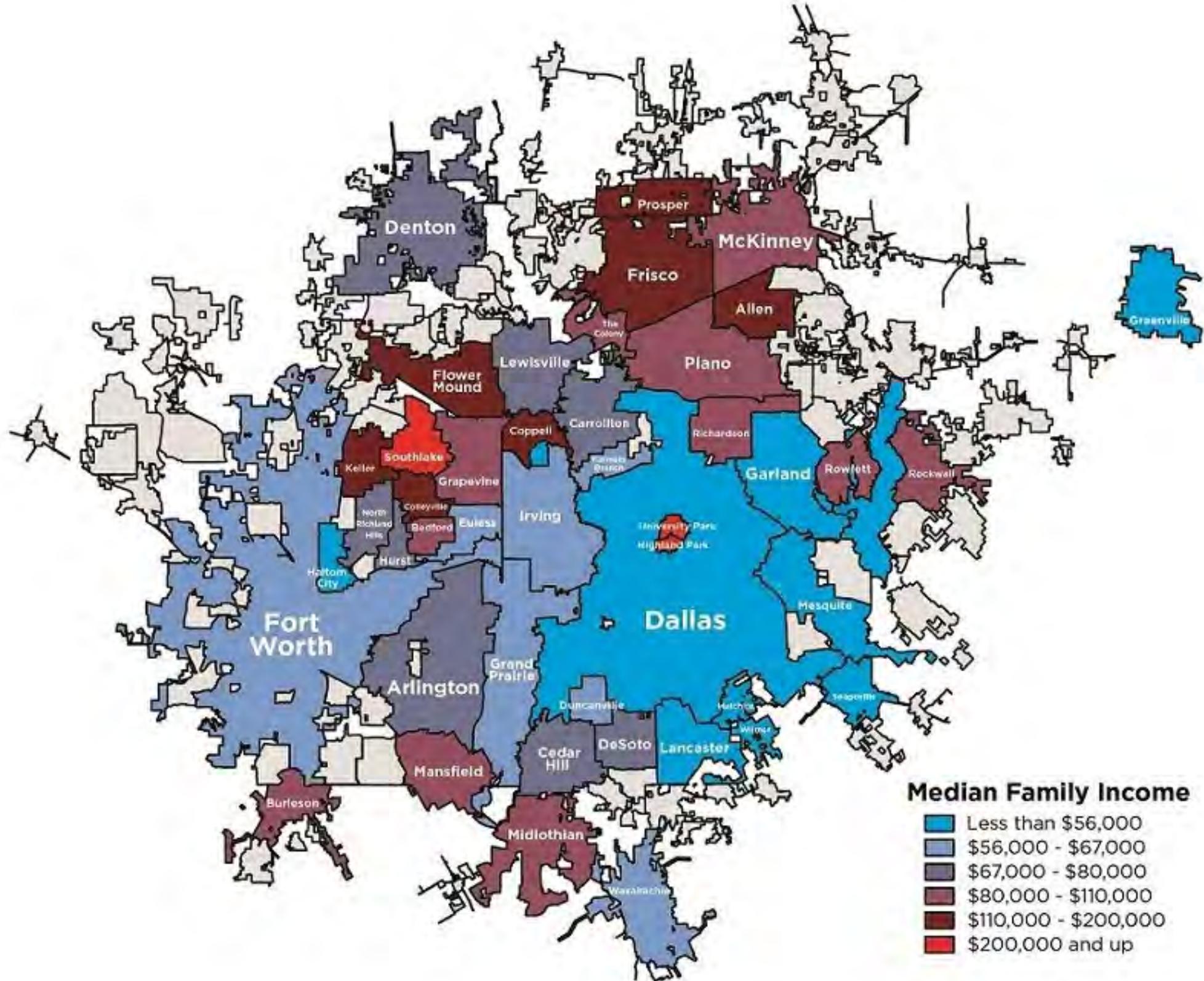
Bethany
201-313 E Bethany Dr, Allen, Texas, 75002
Drive Time: 10 minute radius

Prepared by Esri
Latitude: 33.08994
Longitude: -96.67192



Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2018 and 2023.

April 02, 2019





- Retail Gap / Leakage

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Retail MarketPlace Profile

Bethany

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Prepared by Esri

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Longitude: -96.67192

Summary Demographics

2018 Population						185,820
2018 Households						63,985
2018 Median Disposable Income						\$76,832
2018 Per Capita Income						\$41,615

2017 Industry Summary	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Total Retail Trade and Food & Drink	44-45,722	\$3,350,156,618	\$3,501,977,626	-\$151,821,008	-2.2	1,290
Total Retail Trade	44-45	\$3,003,710,875	\$3,071,826,877	-\$68,116,002	-1.1	850
Total Food & Drink	722	\$346,445,743	\$430,150,749	-\$83,705,006	-10.8	440
2017 Industry Group	NAICS	Demand (Retail Potential)	Supply (Retail Sales)	Retail Gap	Leakage/Surplus Factor	Number of Businesses
Motor Vehicle & Parts Dealers	441	\$645,931,621	\$483,565,073	\$162,366,548	14.4	70
Automobile Dealers	4411	\$518,809,964	\$393,234,274	\$125,575,690	13.8	29
Other Motor Vehicle Dealers	4412	\$70,028,535	\$53,609,960	\$16,418,575	13.3	11
Auto Parts, Accessories & Tire Stores	4413	\$57,093,122	\$36,720,839	\$20,372,283	21.7	30
Furniture & Home Furnishings Stores	442	\$109,138,817	\$167,361,336	-\$58,222,519	-21.1	60
Furniture Stores	4421	\$63,239,229	\$113,465,833	-\$50,226,604	-28.4	36
Home Furnishings Stores	4422	\$45,899,588	\$53,895,502	-\$7,995,914	-8.0	24
Electronics & Appliance Stores	443	\$112,336,969	\$128,687,968	-\$16,350,999	-6.8	58
Bldg Materials, Garden Equip. & Supply Stores	444	\$199,764,015	\$151,973,913	\$47,790,102	13.6	66
Bldg Material & Supplies Dealers	4441	\$188,569,795	\$147,968,303	\$40,601,492	12.1	58
Lawn & Garden Equip & Supply Stores	4442	\$11,194,221	\$4,005,610	\$7,188,611	47.3	7
Food & Beverage Stores	445	\$535,349,544	\$458,003,600	\$77,345,944	7.8	77
Grocery Stores	4451	\$484,338,450	\$425,142,640	\$59,195,810	6.5	51
Specialty Food Stores	4452	\$22,676,664	\$10,911,892	\$11,764,772	35.0	16
Beer, Wine & Liquor Stores	4453	\$28,334,430	\$21,949,068	\$6,385,362	12.7	10
Health & Personal Care Stores	446,4461	\$166,971,738	\$156,951,907	\$10,019,831	3.1	78
Gasoline Stations	447,4471	\$291,139,235	\$116,899,531	\$174,239,704	42.7	28
Clothing & Clothing Accessories Stores	448	\$142,970,931	\$292,296,204	-\$149,325,273	-34.3	167
Clothing Stores	4481	\$93,901,760	\$201,585,711	-\$107,683,951	-36.4	110
Shoe Stores	4482	\$20,141,777	\$46,297,583	-\$26,155,806	-39.4	28
Jewelry, Luggage & Leather Goods Stores	4483	\$28,927,394	\$44,412,910	-\$15,485,516	-21.1	28
Sporting Goods, Hobby, Book & Music Stores	451	\$106,899,059	\$184,259,344	-\$77,360,285	-26.6	60
Sporting Goods/Hobby/Musical Instr Stores	4511	\$95,408,516	\$178,817,555	-\$83,409,039	-30.4	51
Book, Periodical & Music Stores	4512	\$11,490,543	\$5,441,789	\$6,048,754	35.7	9
General Merchandise Stores	452	\$530,959,380	\$783,514,098	-\$252,554,718	-19.2	43
Department Stores Excluding Leased Depts.	4521	\$373,141,203	\$520,193,377	-\$147,052,174	-16.5	22
Other General Merchandise Stores	4529	\$157,818,177	\$263,320,721	-\$105,502,544	-25.1	22
Miscellaneous Store Retailers	453	\$117,495,097	\$136,934,187	-\$19,439,090	-7.6	132
Florists	4531	\$5,309,449	\$7,669,459	-\$2,360,010	-18.2	12
Office Supplies, Stationery & Gift Stores	4532	\$26,030,668	\$20,970,942	\$5,059,726	10.8	27
Used Merchandise Stores	4533	\$20,800,804	\$10,157,236	\$10,643,568	34.4	20
Other Miscellaneous Store Retailers	4539	\$65,354,176	\$98,136,550	-\$32,782,374	-20.1	74
Nonstore Retailers	454	\$44,754,470	\$11,379,716	\$33,374,754	59.5	9
Electronic Shopping & Mail-Order Houses	4541	\$33,124,644	\$9,292,563	\$23,832,081	56.2	5
Vending Machine Operators	4542	\$2,656,381	\$1,456,262	\$1,200,119	29.2	2
Direct Selling Establishments	4543	\$8,973,445	\$630,891	\$8,342,554	86.9	3
Food Services & Drinking Places	722	\$346,445,743	\$430,150,749	-\$83,705,006	-10.8	440
Special Food Services	7223	\$4,230,395	\$567,459	\$3,662,936	76.3	4
Drinking Places - Alcoholic Beverages	7224	\$12,885,356	\$6,049,138	\$6,836,218	36.1	6
Restaurants/Other Eating Places	7225	\$329,329,992	\$423,534,153	-\$94,204,161	-12.5	430

Data Note: Supply (retail sales) estimates sales to consumers by establishments. Sales to businesses are excluded. Demand (retail potential) estimates the expected amount spent by consumers at retail establishments. Supply and demand estimates are in current dollars. The Leakage/Surplus Factor presents a snapshot of retail opportunity. This is a measure of the relationship between supply and demand that ranges from +100 (total leakage) to -100 (total surplus). A positive value represents 'leakage' of retail opportunity outside the trade area. A negative value represents a surplus of retail sales, a market where customers are drawn in from outside the trade area. The Retail Gap represents the difference between Retail Potential and Retail Sales. Esri uses the North American Industry Classification System (NAICS) to classify businesses by their primary type of economic activity. Retail establishments are classified into 27 industry groups in the Retail Trade sector, as well as four industry groups within the Food Services & Drinking Establishments subsector. For more information on the Retail MarketPlace data, please click the link below to view the Methodology Statement.

<http://www.esri.com/library/whitepapers/pdfs/esri-data-retail-marketplace.pdf>

Source: Esri and Infogroup. Esri 2018 Updated Demographics. Esri 2017 Retail MarketPlace. Copyright 2018 Esri. Copyright 2017 Infogroup, Inc. All rights reserved.

April 02, 2019

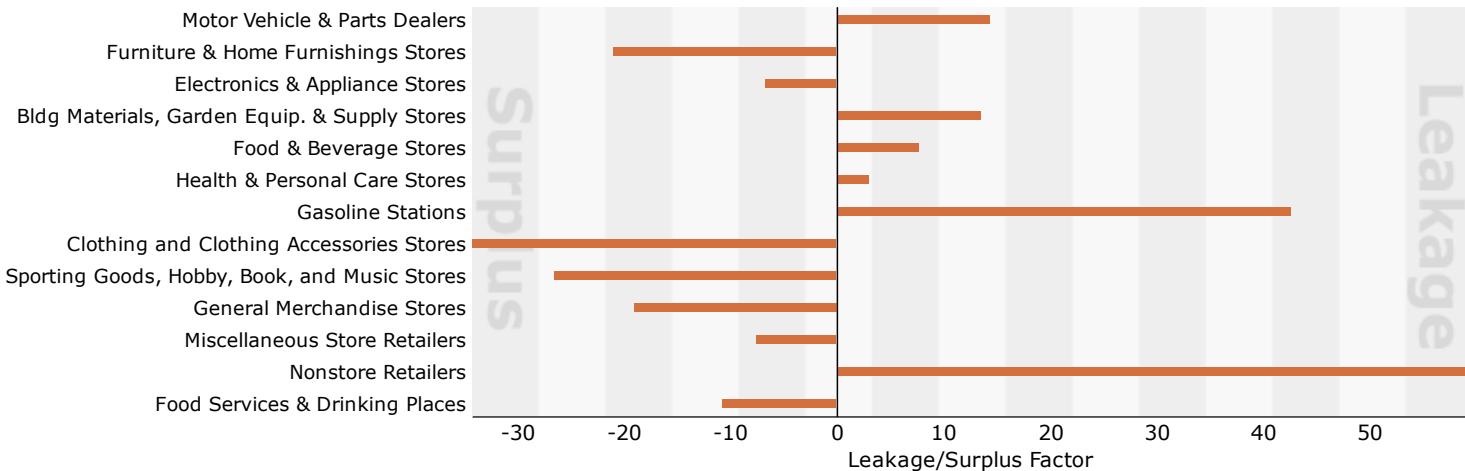


Retail MarketPlace Profile

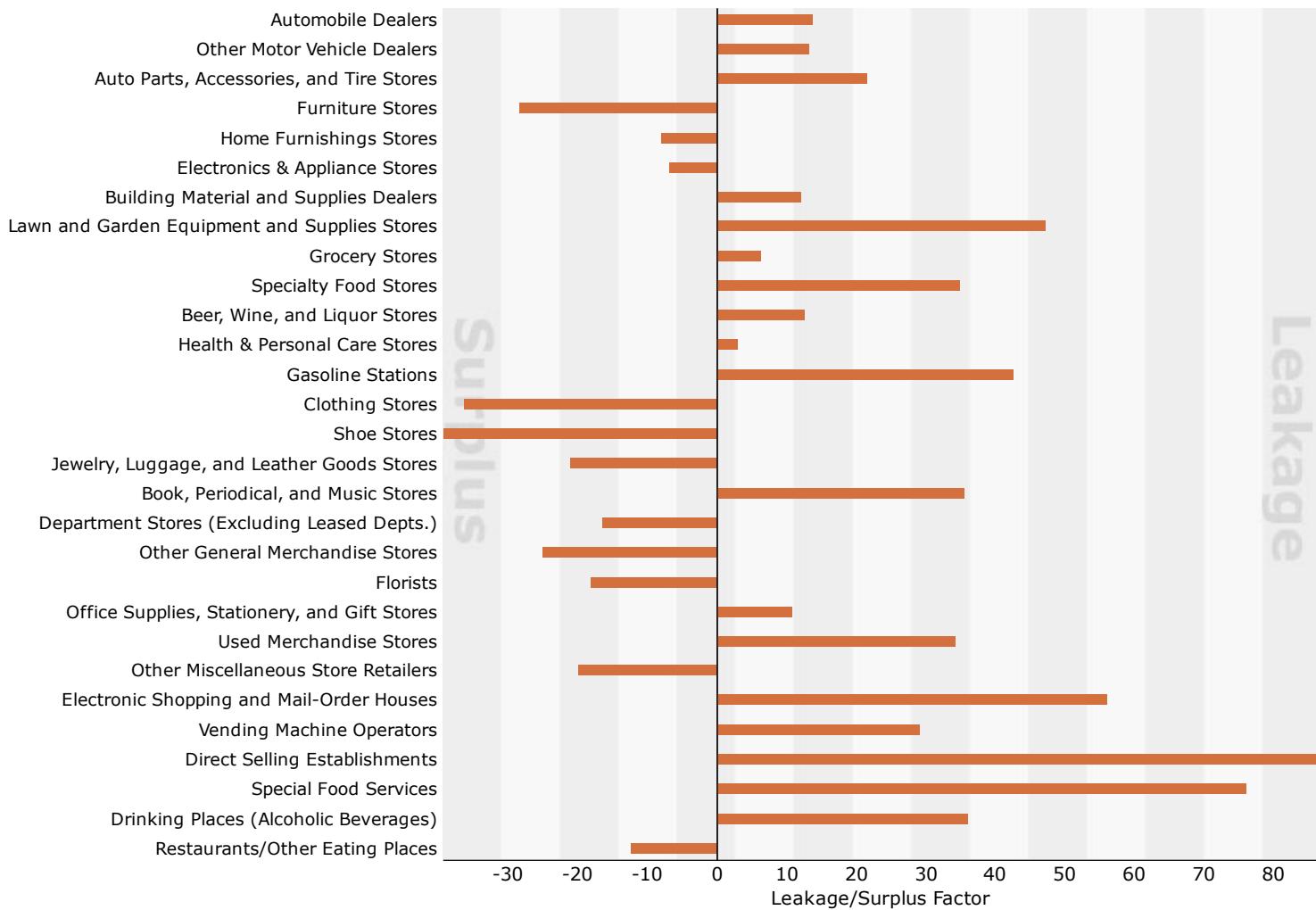
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2017 Leakage/Surplus Factor by Industry Subsector



2017 Leakage/Surplus Factor by Industry Group



Source: Esri and Infogroup. Esri 2018 Updated Demographics. Esri 2017 Retail MarketPlace. Copyright 2018 Esri. Copyright 2017 Infogroup, Inc. All rights reserved.

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- Tapestry

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Dominant Tapestry Map

Bethany

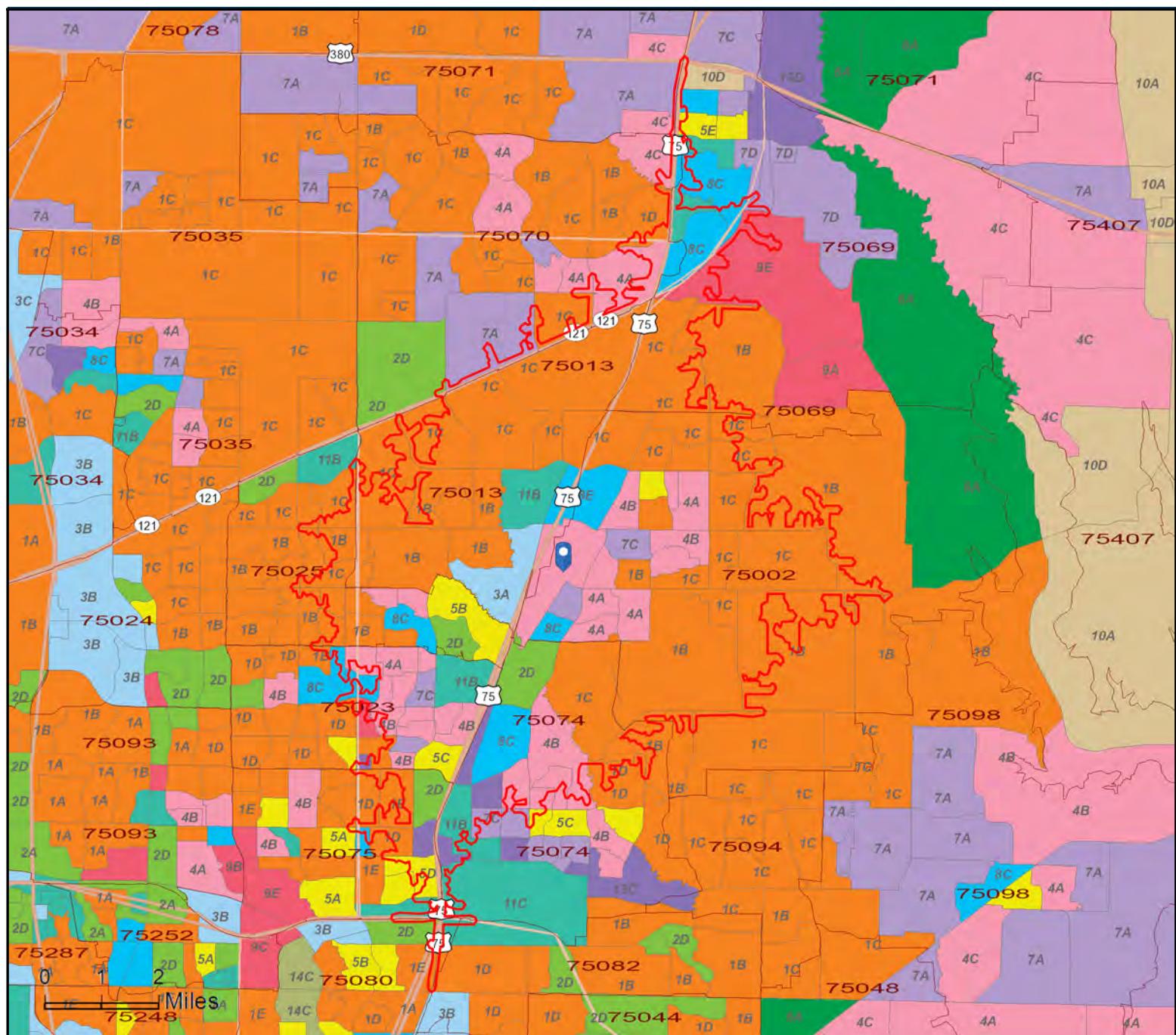
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Tapestry LifeMode

L1: Affluent Estates	L8: Middle Ground
L2: Upscale Avenues	L9: Senior Styles
L3: Uptown Individuals	L10: Rustic Outposts
L4: Family Landscapes	L11: Midtown Singles
L5: GenXurban	L12: Hometown
L6: Cozy Country	L13: Next Wave
L7: Ethnic Enclaves	L14: Scholars and Patriots

Source: Esri



April 02, 2019



Dominant Tapestry Map

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Tapestry Segmentation

Tapestry Segmentation represents the latest generation of market segmentation systems that began over 30 years ago. The 68-segment Tapestry Segmentation system classifies U.S. neighborhoods based on their socioeconomic and demographic composition. Each segment is identified by its two-digit Segment Code. Match the two-digit segment labels on the map to the list below. Click each segment below for a detailed description.

- Segment 1A (Top Tier)
- Segment 1B (Professional Pride)
- Segment 1C (Boomburbs)
- Segment 1D (Savvy Suburbanites)
- Segment 1E (Exurbanites)
- Segment 2A (Urban Chic)
- Segment 2B (Pleasantville)
- Segment 2C (Pacific Heights)
- Segment 2D (Enterprising Professionals)
- Segment 3A (Laptops and Lattes)
- Segment 3B (Metro Renters)
- Segment 3C (Trendsetters)
- Segment 4A (Soccer Moms)
- Segment 4B (Home Improvement)
- Segment 4C (Middleburg)
- Segment 5A (Comfortable Empty Nesters)
- Segment 5B (In Style)
- Segment 5C (Parks and Rec)
- Segment 5D (Rustbelt Traditions)
- Segment 5E (Midlife Constants)
- Segment 6A (Green Acres)
- Segment 6B (Salt of the Earth)
- Segment 6C (The Great Outdoors)
- Segment 6D (Prairie Living)
- Segment 6E (Rural Resort Dwellers)
- Segment 6F (Heartland Communities)
- Segment 7A (Up and Coming Families)
- Segment 7B (Urban Villages)
- Segment 7C (American Dreamers)
- Segment 7D (Barrios Urbanos)
- Segment 7E (Valley Growers)
- Segment 7F (Southwestern Families)
- Segment 8A (City Lights)
- Segment 8B (Emerald City)
- Segment 8C (Bright Young Professionals)
- Segment 8D (Downtown Melting Pot)
- Segment 8E (Front Porches)
- Segment 8F (Old and Newcomers)
- Segment 8G (Hardscrabble Road)
- Segment 9A (Silver & Gold)
- Segment 9B (Golden Years)
- Segment 9C (The Elders)
- Segment 9D (Senior Escapes)
- Segment 9E (Retirement Communities)
- Segment 9F (Social Security Set)
- Segment 10A (Southern Satellites)
- Segment 10B (Rooted Rural)
- Segment 10C (Diners & Miners)
- Segment 10D (Down the Road)
- Segment 10E (Rural Bypasses)
- Segment 11A (City Strivers)
- Segment 11B (Young and Restless)
- Segment 11C (Metro Fusion)
- Segment 11D (Set to Impress)
- Segment 11E (City Commons)
- Segment 12A (Family Foundations)
- Segment 12B (Traditional Living)
- Segment 12C (Small Town Simplicity)
- Segment 12D (Modest Income Homes)
- Segment 13A (International Marketplace)
- Segment 13B (Las Casas)
- Segment 13C (NeWest Residents)
- Segment 13D (Fresh Ambitions)
- Segment 13E (High Rise Renters)
- Segment 14A (Military Proximity)
- Segment 14B (College Towns)
- Segment 14C (Dorms to Diplomas)
- Segment 15 (Unclassified)



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- News

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These DFW suburbs are among the country's best places to live

Sep 19, 2017, 6:35am CDT

A handful of North Texas suburbs are among America's best places to live, according to a list by Money magazine.

Four of the region's cities made Money's rankings of the top 100 spots. To ensure geographic diversity, Money limited the list to no more than four cities per state and two cities per county.

The magazine looked at 2,400 areas with populations between 10,000 and 100,000 that did not have more than double the national crime risk, less than 85 percent of their states' median household income or a lack of ethnic diversity.

From there, the list was created by looking at each city's economy, cost of living, education, housing market, crime rate, amenities and ease of living.

Beaverton, Oregon, took first on the ranking, [but Allen was close behind at No. 2](#). Money lauded the Dallas suburb for breaking ground on \$1.6 billion in real estate development so far this year, and for its office space, retail and residential options, family amenities and school district.

"Even as our city has grown to nearly 100,000 residents, it has retained the small-town sense of community that makes Allen feel so special," Allen's mayor Stephen Terrell said in a prepared statement. "When you move to Allen, you really get the whole package: quality housing, a great school district, wonderful parks and trails, world-class community facilities and a growing list of companies who employ an educated, highly-skilled workforce."

To see what other Dallas-Fort Worth cities made the list, click through our slideshow.

Korri Kezar

Staff Writer

Dallas Business Journal



PGIAM

Just outside of Dallas and Fort Worth are four of the country's best places to live.

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From the Dallas Business Journal:

<https://www.bizjournals.com/dallas/news/2018/06/04/growth-and-affordability-is-dfw-the-next-los.html>

Growth and affordability: Is DFW the next Los Angeles?

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With a constantly flow of corporate relocations, it's no secret that North Texas is expanding rapidly. And with an influx of California companies and residents, the region is seeing similar growth to one of its rival cities on the West Coast.

According to research from the JLL DFW Research team, Dallas-Fort Worth is seeing a level of growth similar to the raw population gains Los Angeles recorded between the 1970s and 1990s, around the same time DFW was suffering from the Texas' oil bust. At that time, LA was tacking on roughly 100,000 more residents than North Texas annually.

But by the start of the 1990s, migration started to shift. As Los Angeles became more crowded and prices for residential and commercial real estate rose, DFW's affordability started attracting growth.

Today, North Texas' population is still roughly half of Los Angeles', but it's adding more residents than the city of Angels, JLL reports, at 120,000 new residents each year.

That growth raises questions around whether DFW will follow LA in terms of affordability. As residents leave higher real estate costs in California – which are as high as \$74.64 per square foot for commercial space in San Francisco – will they trigger higher prices in North Texas?

It's possible, says JLL Research Vice President Walter Bialas. But the region has taken adopted a growth-friendly attitude, paving the way for new companies and residents with efforts like cooperation between cities; improving mass transit and roadways; and creating family-friendly spaces with residential, retail, restaurant and entertainment options.

So while more demand will inevitably affect pricing, North Texas is better positioned than other metros, like Los Angeles, to absorb growth.

"I think we are in for continued rent and price appreciation in DFW, as well as a more stable outlook and not the historic wide up and down cycles that DFW experienced," Bialas added. "At this point, with 7 million-plus people, we are looking like a more mature market that is a bit more predictable than the old boom-bust days."

So far, in addition to offering a high quality of life, North Texas' residential real estate has remained affordable. Rental rates are 63 percent cheaper in Dallas than in New York, and rates are 69 percent cheaper in Fort Worth than in San Francisco.



IMAGE PROVIDED BY GETTY IMAGES (PORCOREX)

With an influx of companies and residents, DFW is in for some price increases. But it's positioned to remain relatively affordable.

To stay that way, Bialas says local developers should focus on infilling existing residential areas and expanding to emerging markets.

Commercially, builders are benefitting from the boom in demand. North Texas office building represents 7.14 percent of total construction across the country. According to JLL, Dallas and Fort Worth rank sixth and 10th, respectively, in total U.S. office construction.

Prices are expected to rise among commercial real estate offerings in North Texas, but metros across the country are also seeing increases, Bialas said. That means DFW is likely to stay relatively affordable.

These growth patterns are expected to continue in North Texas for the foreseeable future. And the region can take lessons learned from Los Angeles to continue to be affordable and business friendly.

"LA had been the state where companies migrated to for a good business environment, the weather, etc.," Bialas said. "Ultimately, they lost their edge in being a place to do business easily and high taxes set the stage for companies to see opportunities elsewhere, like DFW."

Korri Kezar

Digital editor

Dallas Business Journal



Information About Brokerage Services

Texas law requires all real estate licensees to give the following information about brokerage services to prospective buyers, tenants, sellers and landlords.

TYPES OF REAL ESTATE LICENSE HOLDERS:

- **A BROKER** is responsible for all brokerage activities, including acts performed by sales agents sponsored by the broker.
- **A SALES AGENT** must be sponsored by a broker and works with clients on behalf of the broker.

A BROKER'S MINIMUM DUTIES REQUIRED BY LAW (A c1)

- Put the interests of the client above all others, including the broker's own interests;
- Inform the client of any material information about the property or transaction received by the broker; Answer the client's questions and present any offer to or counter-offer from the client; and
- Treat all parties to a real estate transaction honestly and fairly.

A LICENSE HOLDER CAN REPRESENT A PARTY IN A REAL ESTATE TRANSACTION:

AS AGENT FOR OWNER (SELLER LANDLORD) : The broker becomes the property owner's agent through an agreement with the owner, usually in a written listing to sell or property management agreement. An owner's agent must perform the broker's minimum duties above and must inform the owner of any material information about the property or transaction known by the agent, including information disclosed to the agent or subagent by the buyer or buyer's agent.

AS AGENT FOR BUYER TENANT: The broker becomes the buyer/tenant's agent by agreeing to represent the buyer, usually through a written representation agreement. A buyer's agent must perform the broker's minimum duties above and must inform the buyer of any material information about the property or transaction known by the agent, including information disclosed to the agent by the seller or seller's agent.

AS AGENT FOR BOTH INTERMEDIARY: To act as an intermediary between the parties the broker must first obtain the written agreement of each party to the transaction. The written agreement must state who **will** pay the broker and, in conspicuous bold or underlined print, set forth the broker's obligations as an intermediary. A broker who acts as an intermediary:

- Must treat all parties to the transaction impartially and fairly;
- May, with the parties' written consent, appoint a different license holder associated with the broker to each party (owner and buyer) to communicate with, provide opinions and advice to, and carry out the instructions of each party to the transaction.
- Must not, unless specifically authorized in writing to do so by the party, disclose:
 - o that the owner will accept a price less than the written asking price;
 - o that the buyer/tenant will pay a price greater than the price submitted in a written offer; and
 - o any coincidental information or any other information that a party specifically instructs the broker in writing not to disclose, unless required to do so by law.

AS SUBAGENT: A license holder acts as a subagent when aiding a buyer in a transaction without an agreement to represent the buyer. A subagent can assist the buyer but does not represent the buyer and must place the interests of the owner first.

TO AVOID DISPUTES ALL AGREEMENTS BETWEEN YOU AND A BROKER SHOULD BE IN WRITING AND CLEARLY ESTABLISH:

- The broker's duties and responsibilities to you, and your obligations under the representation agreement.
- Who will pay the broker for services provided to you, when payment will be made and how the payment will be calculated.

LICENSE HOLDER CONTACT INFORMATION: This notice is being provided for information purposes. It does not create an obligation for you to use the broker's services. Please acknowledge receipt of this notice below and retain a copy for your records.

Brown & Griffin Real Estate Advisors LP	9004057	Teague@bgrea.com	(972)347-9900
Licensed Broker /Broker Firm Name or	License No.	Email	Phone

Brown & Griffin Real Estate Advisors LP
Primary Assumed Business Name

Designated Broker of Firm	License No.	Email	Phone
Licensed Supervisor of Sales Agent/Associate	License No.	Email	Phone
Teague Griffin	0482884	teague@bgrea.com	972-347-9900
Sales Agent/Associate's Name	License No.	Email	Phone
Luke Brown	0505697	luke@bgrea.com	972-347-9900
Sales Agent/Associate's Name	License No.	Email	Phone