



TitleFlex
by Data Trace

SALES COMPARABLES

Rev. 201604

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Overview

This Guide will cover how to modify the sales comparable report to meet your criteria. Additionally, it will cover how to create a sales comparable lists giving you additional control over what is in the final output.

Using the Sales Comparable Report

The Sales Comparables report will provide you with quick and easy way for retrieving similar sales to your subject parcel. The standard selection criteria are as follows:

Number of Months to Look Back: Six	Distance from Subject: 0.5 Miles
Living Area Difference: +/- 15%	Land Use: Same as Subject

While these might work for 80% of the homes out there, there will be times when these parameters need to be modified to match the subject property more closely. DataTree provides built in flexibility to modify your report parameters to meet any situation.



ADDRESS

2620 SAN BENITO DR
WALNUT CREEK, CA 94598

OWNER

ARTHUR M STRAUS TE

APN

140-281-002-0

[FULL VIEW](#)

Sales Comparables

2620 San Benito Dr, Walnut Creek, CA 94598

APN: 140-281-002-0 Contra Costa County Data as of: 02/03/2016

Search Criteria

# Months Back:	6	Distance From Subject:	0.5 mi	ADVANCED CRITERIA
Living Area Difference:	15.0 +/-	Land Use:	Same As Subject	

8 Comparable Properties Found

COMPARABLES												
#	MI	ST	Address	Sold	Sold For	Listed	Listed At	Sq. Ft.	\$ / Sq. Ft.	Bds / Bths	Lot Size	Age
1	0.12		215 Los Banos Ave, Walnut Creek, CA 94598	11/19/2015	\$886,000			1,855	\$478	4 / 3	9,000	60
2	0.19		8 Los Banos Ct, Walnut Creek, CA 94598	01/05/2016	\$863,000			1,857	\$465	4 / 2	7,500	61
3	0.23		2715 San Carlos Dr, Walnut Creek, CA 94598	12/10/2015	\$825,000			1,742	\$474	4 / 2	9,360	57
4	0.24		350 Warwick Dr, Walnut Creek, CA 94598	11/16/2015	\$926,000			1,659	\$558	4 / 2	9,975	54
5	0.25		321 Fenway Dr, Walnut Creek, CA 94598	12/01/2015	\$1,015,000			2,032	\$500	4 / 2	10,246	56
6	0.39		1915 Blackstone Dr, Walnut Creek, CA 94598	12/10/2015	\$1,013,000			2,062	\$491	4 / 2	15,225	55
7	0.40		2829 Fyne Dr, Walnut Creek, CA 94598	08/28/2015	\$900,500			2,027	\$444	4 / 2	8,428	54
8	0.41		417 Fenway Dr, Walnut Creek, CA 94598	10/14/2015	\$1,005,000			2,032	\$495	4 / 2	18,850	54

L: Listed **R:** REO
D: Default **RS:** REO Sale
A: Auction **SS:** Short Sale

COMPARABLE PROPERTY SUMMARY				
	Subject	Low	Average	High
Price	\$275,000	\$825,000	\$929,188	\$1,015,000

In the example above, the report provides eight comparables for the subject property. However, this property is also known as a "Mid-Century Modern" and, in this case, is an Eichler home built in 1957.

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How To Guide

Given the unique architectural style of Eichler homes, a careful researcher will have to modify the report parameters to ensure that only architecturally similar homes will be returned.



Eichler Home (left)



Contemporary Ranch Home (right)

Using the stock parameters you may end up mixing in the wrong style of homes. Using the above previous example, this is the accompanying map for the sales comparable report:



Using the Advanced Criteria button at the top right hand side of the report, you can adjust the parameters of the report to include bedroom or bathroom counts, square footage, land use, and even the geographic footprint used for the comparables search.

Sales Comparables

2620 San Benito Dr, Walnut Creek, CA 94598

APN: 140-281-002-0 Contra Costa County Data as of: 02/03/2016

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# Months Back: 6	Distance From Subject: 0.5 mi	ADVANCED CRITERIA
Living Area Difference: 15.0 +/-	Land Use: Same As Subject	

8 Comparable Properties Found

Clicking the Advanced Criteria button will open the Filters for the Sales Comparable report, as shown here. A key for some of the more common fields is below.

SALES COMPARABLE REPORT

APPLY CHANGES
VIEW REPORT

▼ FILTERS

<p># MONTHS BACK 1</p> <p><input type="text" value="6"/> MONTHS</p>	<p>DATE RANGE 1</p> <p><input type="text" value="09/01/2015"/> - <input type="text" value="03/21/2016"/></p>	<p>SALE PRICE</p> <p><input type="text"/> - <input type="text"/></p>
<p>DISTANCE FROM SUBJECT 2</p> <p><input type="text" value="0.5"/> USE DRAWING TOOL</p>	<p>RECORDING DATE</p> <p><input type="text"/> - <input type="text"/></p>	<p>BATHROOMS</p> <p><input type="text"/> - <input type="text"/></p>
<p>LIVING AREA DIFFERENCE 3</p> <p><input type="text" value="15"/> % +/-</p>	<p>LIVING AREA 3</p> <p><input type="text" value="1623"/> - <input type="text" value="2196"/></p>	<p>LOT AREA</p> <p><input type="text"/> - <input type="text"/></p>
<p>POOL</p> <p><input type="text" value="NO PREFERENCE"/></p>	<p>BEDROOMS</p> <p><input type="text"/> - <input type="text"/></p>	<p>GEOGRAPHIC OPTIONS</p> <p><input type="text"/></p>
<p>YEAR BUILT</p> <p><input type="text"/> - <input type="text"/></p>	<p>STORIES</p> <p><input type="text"/> - <input type="text"/></p>	<p>LAND USE 4</p> <p><input type="text" value="SAME AS SUBJECT"/></p>
<p>STYLE 5</p> <p><input type="text"/></p>	<p>EXCLUDE FORECLOSURES</p> <p><input type="text" value="NO PREFERENCE"/></p>	<p>EXCLUDE DISTRESSED</p> <p><input type="text"/></p>
<p>LISTED PROPERTIES</p> <p><input type="text" value="INCLUDE"/></p>	<p>LISTED PRICE</p> <p><input type="text"/> - <input type="text"/></p>	

APPLY CHANGES
VIEW REPORT

1. Look back period can be set by number of months or by a date range

2. The distance in tenths of a mile. By default, this is a radius. If you click “Use Drawing Tools” this will clear the drawn circle and allow you the option of using the Polygon or Freehand drawing tools to inscribe more specific geographic areas. This would be the option to use that could isolate specific architectural styles by inscribing the area that includes only architecturally similar homes. See the Appendix at the end of this document for an example.

3. Living Area can be done in percentages or by a defined square footage.

4. Land use codes can be changed here.

5. Style: This is a drop select menu that contains a number of architectural styles. It is dependent upon County Assessor information which can vary dependent upon the county and may or may not be provided by the county. See the Appendix at the end of the document for a list of included styles.

Additional common physical characteristics can be included, such as Bedrooms, Bathroom, Number of Stories, and Lot Area.

Once your changes are completed, click the Apply Changes button to refilter the report and then click View Report to render the report with the revised filters.

TIP: Remember that if you change the geography, you may have to change the number of months back or other filter options to ensure that you still have enough comparables. Your business rules will dictate the filters used for the sales comparables.

Using the Map and Filters to Create a Sales Comparable List:

This method simply employs the interactive map and filters to create your list. This particular method is often found in Title Companies and Real Estate Agents.

For more information on Filters, see the Filters How-To Guide.

Set Your Geography:

Using either the Location filters or the map, set the geography for your list.

The image displays a software interface for creating a sales comparable list. On the left, there is a 'FILTERS' panel with a '[SHOW / HIDE]' toggle. The filters are organized into several sections: 'LOCATION' (State, County, Subdivision), 'CHARACTERISTICS' (Street Number, Pre Dir, Street Name, Street Type, Post Dir, Unit Number), 'TRANSACTION' (City, Zip Code), 'DISTRESSED' (Tract, Neighborhood), and 'OWNER' (APN, Tax Area). Each filter has a text input field and a '+' icon. The 'SUBDIVISION' field has a '+ ADD SUBDIVISION' button. On the right, a map shows a residential neighborhood with a blue polygon drawn around a cluster of houses. A 'DRAWING TOOLS' menu is open over the map, showing options for 'FREEHAND', 'POLYGON', and 'RADIUS'. There is also a checkbox for 'Hide Tooltip instructions' and 'CANCEL' and 'APPLY' buttons. The map includes street names like 'Diablo Shadow Dr', 'Tara Park Dr', 'Frisco Dr', 'Deer Park Dr', 'Inverness Dr', 'Valley Vista Rd', 'Sutcliffe Ct', and 'Kirby Ln'. A copyright notice at the bottom of the map reads: 'Leaflet | Image courtesy of USGS, © 2019 Microsoft Corporation, © 2010 NAVTEQ, © AND, Bing'.

Remember that you can use more than one drawing tool and combine areas. If you wish to describe more than one area, simply click the drawing tool again, draw the area, and repeat the process. When you have all the areas defined, click Apply.

Do not click Apply until you're finished.

Set Your Characteristics Filters:

Click on the Characteristics tab and enter any property characteristics that match your subject property.

▼ FILTERS [SHOW / HIDE]	LOCATION	CHARACTERISTICS	TRANSACTION	DISTRESSED	OWNER
LAND USE <input type="text"/>	BUILDING AREA (SQFT) <input type="text"/> - <input type="text"/>	YEAR BUILT <input type="text"/> - <input type="text"/>			
TOTAL NUMBER OF BEDROOMS <input type="text"/> - <input type="text"/>	TOTAL NUMBER OF BATHROOMS <input type="text"/> - <input type="text"/>	TOTAL NUMBER OF ROOMS <input type="text"/> - <input type="text"/>			
POOL OPTION <input type="text"/>	NUMBER OF GARAGE SPACES <input type="text"/> - <input type="text"/>	NUMBER OF STORIES <input type="text"/> - <input type="text"/>			
NUMBER UNITS <input type="text"/> - <input type="text"/>	LOT AREA (SQFT) <input type="text"/> - <input type="text"/>	LOT ACREAGE <input type="text"/> - <input type="text"/>			
ZONING CODE <input type="text"/> - <input type="text"/>	COUNTY LAND USE <input type="text"/> +	SITE INFLUENCE <input type="text"/>			
ASSESSOR'S VALUE TYPE <input type="text"/>	TOTAL VALUE <input type="text"/> - <input type="text"/>	ESTIMATED CURRENT VALUE <input type="text"/> - <input type="text"/>			
	LAND VALUE <input type="text"/> - <input type="text"/>	EQUITY VALUE <input type="text"/> - <input type="text"/>			
	IMPROVEMENT VALUE <input type="text"/> - <input type="text"/>	EQUITY PERCENTAGE <input type="text"/> - <input type="text"/>			
	IMPROVEMENT % <input type="text"/> - <input type="text"/>				

[SEARCH](#)

TIP: As a best practice, each time you add a filter option, click the SEARCH button so you can see how many properties are removed by that filter. This will allow you to tailor your list more carefully. If you add all your filters at once and then click SEARCH, and end up with only a few records, it will not be immediately apparent which filter is causing the possible problem.

Set Your Transaction Filters:

This section will allow you to filter by the last sales date of the properties.

▼ FILTERS [SHOW / HIDE] LOCATION CHARACTERISTICS **TRANSACTION** DISTRESSED OWNER

SALES INFORMATION

SALE PRICE <input type="text"/> - <input type="text"/>	SALE PRICE TYPE <input type="text"/>	SELLER NAME <input type="text"/>
LAST SALE DATE <input type="text"/>	LAST SALE RECORDING DATE <input type="text"/>	INCLUDE PROPERTIES WITHOUT DATES <input type="text"/>
RECORDING MONTH <input type="text"/>	TRANSACTION TYPE <input type="text"/>	DEED TYPE <input type="text"/>

MORTGAGE INFORMATION

MOST RECENT MORTGAGE AMOUNT <input type="text"/> - <input type="text"/>	FIRST MTG TYPE <input type="text"/>	INT RATE TYPE <input type="text"/>	INTEREST RATE <input type="text"/> - <input type="text"/>
MOST RECENT MTG RECORDING DATE <input type="text"/>			
MOST RECENT LENDER NAME <input type="text"/>			

[+ ADD LENDERS](#) (This filter references a lender of record)

LISTING INFORMATION

LISTING STATUS <input type="text"/>	LISTING DATE <input type="text"/>	LISTING PRICE <input type="text"/> - <input type="text"/>
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Set Your Owner Filters:

The owner filters include the “Owner Occupied” filter allowing you to specify Absentee vs Owner Occupied homes as well as mailing information and Do Not Mail flags.

The screenshot shows a filter configuration panel with the following sections:

- FILTERS [SHOW / HIDE]**: A dropdown menu to toggle the filter panel.
- LOCATION**: Includes fields for OWNER LAST NAME, OWNER FIRST NAME, and OWNER (OTHER), each with a search icon (+).
- CHARACTERISTICS**: Includes OWNER ETHNICITY, OWNER OCCUPIED, and EXEMPTION, each with a dropdown arrow (⇅).
- TRANSACTION**: Includes MAILING STATE and MAILING COUNTY, each with a dropdown arrow (⇅).
- DISTRESSED**: Includes MAILING STREET NUMBER, PRE DIR, MAILING STREET NAME, STREET TYPE, POST DIR, and UNIT NUMBER. PRE DIR, STREET TYPE, and POST DIR have dropdown arrows (⇅).
- OWNER**: Includes MAILING CITY and MAILING ZIP. MAILING ZIP has a search icon (+).
- DO NOT MAIL**: A dropdown arrow (⇅).
- SEARCH**: A blue button to execute the search.

Generating Your List:

Once you have your list of comparables, you can create a multi-line report, print labels, or export it into an Excel file (CSV format).



As mentioned earlier, please see the Filter How To Guide for more information on each section of the filters.

Appendix A:

Clicking Use Drawing Tool will slide the Filter panel to the right and allow you to use the drawing tools to draw a more specific area, as shown below.

Figure One:

Starting with the Polygon tool

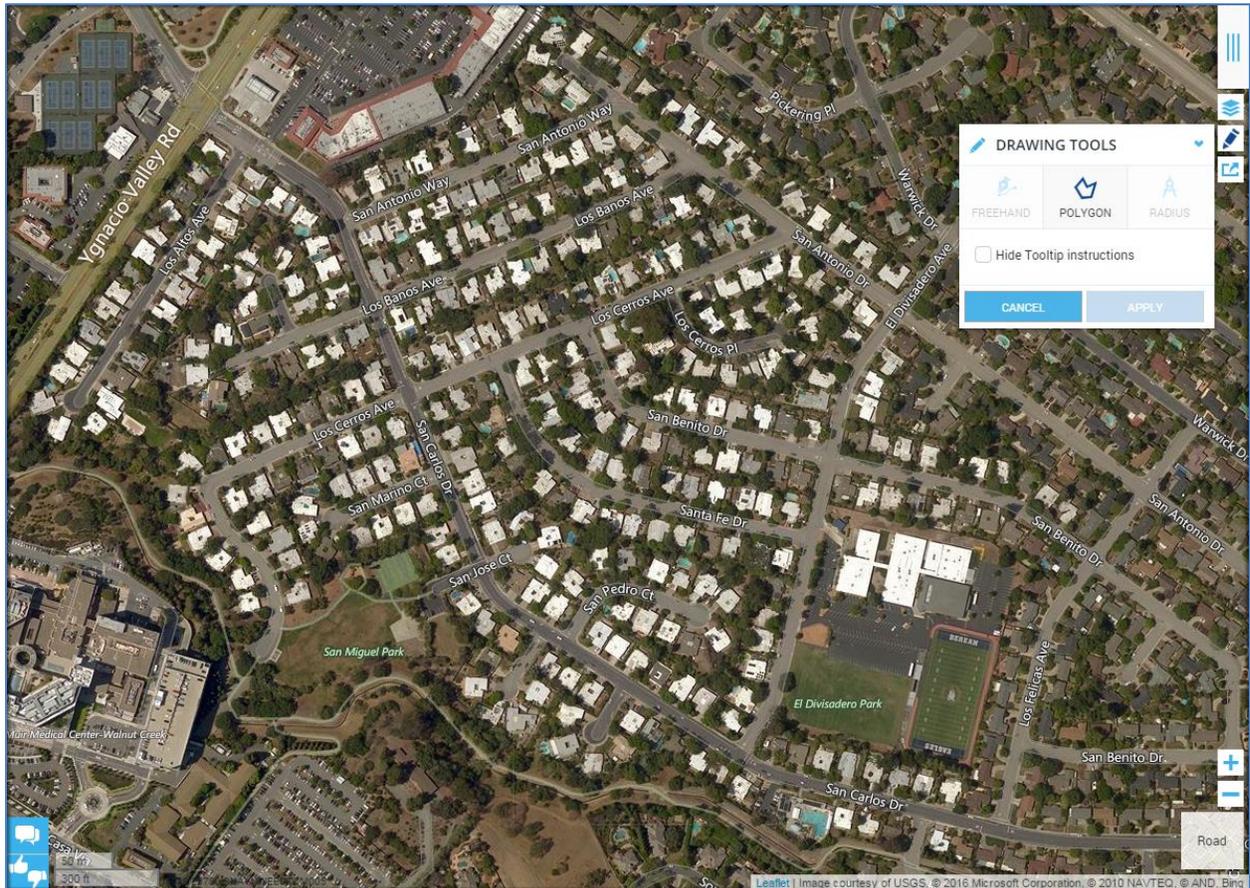
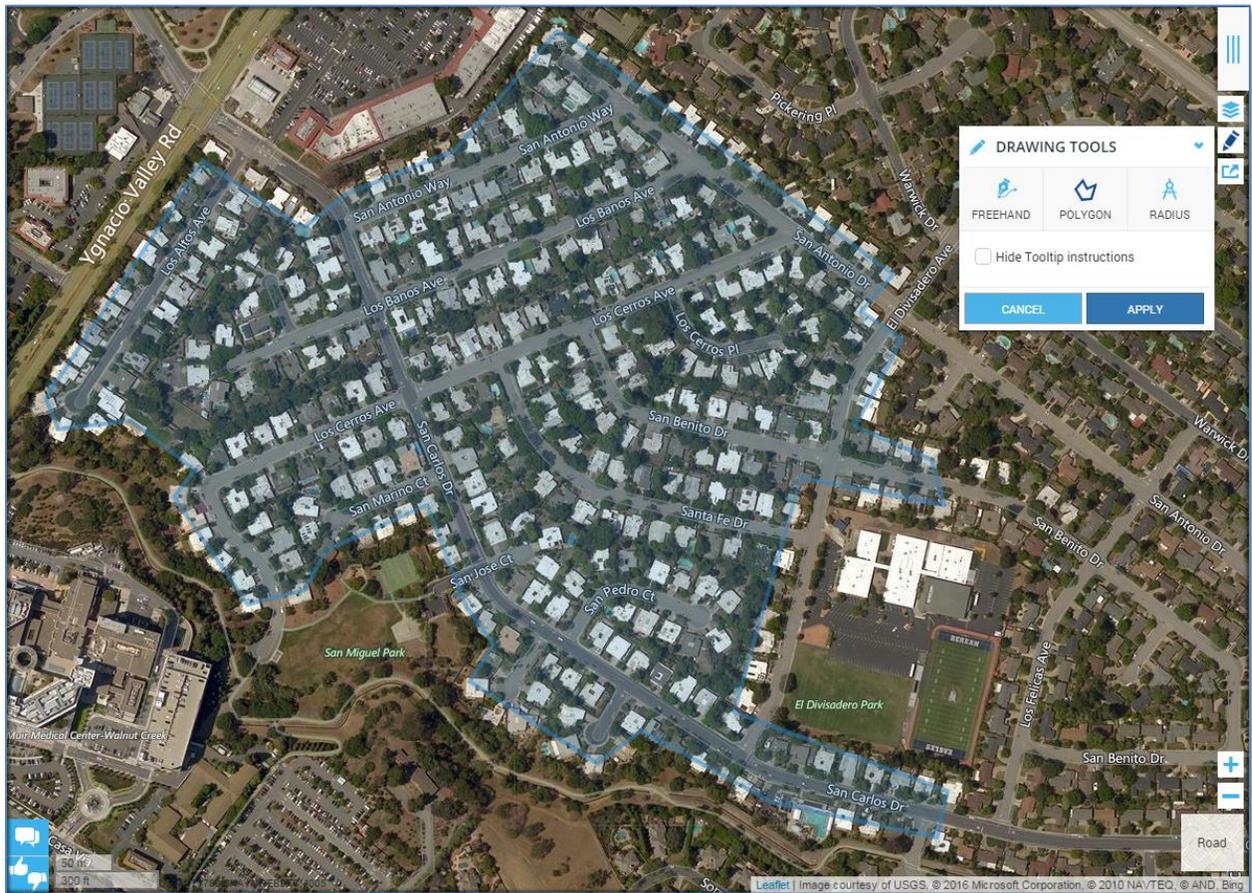


Figure Two:

Using the polygon tool to surround only the Eichler development.



Click the Apply button to use this area in your sales comparable report.

Appendix B:

County Provided Styles

NONE	L-SHAPE
TYPE UNKNOWN	MANSION
BYPASS	MODULAR/PREFAB
ART DECO	MEDITERRANEAN
A-FRAME	MISSION
AIRLITE	MULTI-FAMILY
ANTIQUE/HISTORIC	MULTI-LEVEL
BI-LEVEL	MOBILE HOME
BUNGALOW	MODERN
CABIN	MID RISE
CAPE COD	NEW ENGLAND
CENTER HALL	OLD
CHALET/ALPINE	OLD ENGLISH
CLUSTER	PATIO-HOME
CONDOMINIUM	QUAD-LEVEL
CONTEMPORARY	QUADRAPLEX
COACH/CARRIAGE HOUSE	RAMBLER
COLONIAL	RANCH
CONVENTIONAL	RECTANGULAR DESIGN
CONVERTED SCHOOL	ROW HOUSE
COTTAGE/BUNGALOW	RAISED RANCH
CUSTOM/DESIGNER/ESTATE	SALT BOX
DOME	SPANISH
DUPLEX	SPLIT FOYER
EUROPEAN	SPLIT LEVEL
FARM HOUSE	SQUARE DESIGN
FEDERALIST	STRAIGHT THROUGH
FRENCH PROVINCIAL	SOUTHWESTERN
GAMBREL/BARN	TRI-LEVEL
GEODESIC	TRIPLEX
GOTHIC	TRADITIONAL
GARAGE APARTMENT	TRINITY
GREEK REVIVAL	TUDOR
GEORGIAN	TOWNHOUSE
GARRISON/FRONTIER	UNDERGROUND/BERM
HIGH RISE	U-SHAPE
H-SHAPE	VICTORIAN
LOG	WILLIAMSBURG
LOW RISE	W-SHAPE

Reference:

For additional reference, see the following How-To Guides:

1. TitleFlex Filter Catalog
2. TitleFlex Farming Guides
3. TitleFlex Proximity and Subdivision Searches Guide.