

Commercial Property Maintenance Program Inspection Checklist

Building, Signage, and Accessory Structures

- Sign maintained (incl. cabinet and faces) Yes No _____
- Signage up to code Yes No _____
- Graffiti to be removed and the area painted No Yes _____
- Downspouts protruding or eroding the ground No Yes _____
- Dumpster in the enclosure Yes No _____
- Dumpster and the enclosure maintained Yes No _____
- Deficiencies on the exterior of the building No Yes _____
- Items to be pressure washed/painted No Yes _____

Parking Area

- Parking area markings in need of re-painting No Yes _____
- Wheel stops intact and properly installed Yes No _____
- Curbing in good repair Yes No _____

Miscellaneous Site Improvements

- Retention ponds and weirs maintained Yes No _____
- Storm drains intact and free of debris Yes No _____
- Erosion that needs to be addressed No Yes _____
- Exposed pipes or wires No Yes _____
- Unpermitted work No Yes _____
- Fences and/or walls maintained Yes No _____

Landscaping and Irrigation

- Guy wires/stakes that need to be removed No Yes _____
- Dead/missing/declining plants/shrubs/trees/sod No Yes _____
- Questionable tree health No Yes _____
- Fertilize, weed, and mulch landscape beds No Yes _____
- Plants/trees to be pruned No Yes _____
- Vine removal from structures No Yes _____
- Vine removal from other plant material No Yes _____
- Irrigation system functioning properly Yes No _____