

SELF-INSPECTION CHECKLIST

Use this self-inspection checklist as you walk the property grounds to complete a visual assessment.†

PARKING LOTS AND OTHER PAVED AREAS

- All loose debris and litter have been picked up.
- Check for leaks, spills, and stains from vehicle fluids. Spot-clean spills and stains using absorbents with mopping and sweeping where necessary.

LANDSCAPED AREAS

- Sprinklers are not broken, leaking, mistimed or overwatering an area.
- All loose leaves and litter have been picked up.

TRASH AND DUMPSTER AREAS

- Trash bins and dumpsters are covered and/or closed.
- Trash bins and dumpsters are not leaking.
- Areas surrounding trash bins and dumpsters are clean (no trash, grime, or stains).

MAINTENANCE EQUIPMENT AREAS

- Chemicals are properly stored under cover, off the ground, and in labeled containers.

STORM DRAINS AND CURB INLETS

- No debris is left near a storm drain or curb inlet.
- No inlet protection remains blocking a storm drain (unless maintenance work is in progress).

GOING ABOVE AND BEYOND...

- Consider marking storm drains with a 'No Dumping' message.
- If the weather is dry, check around buildings and structures for wet areas or signs of water flowing. Take note of these locations and address as needed.
- During wet weather, look for signs of dirty water, pooling/flooding. Take note of these locations and address as needed.

† If your property has an existing Operations & Maintenance (O&M) Plan for Post-Construction BMPs located on the property, use those forms to complete your inspections according to the outlined City and/or manufacturer requirements. This checklist does not replace the required inspection forms in the O&M Plan.

Download the full Property Maintenance Toolkit and individual pages at StormWaterPMToolkit.com.



Storm drain water flows untreated into our streams and ocean.

SERVICES PERFORMED BY VENDORS/CONTRACTORS

Vendors/contractors must abide by the guidelines in this Toolkit.

The property owner is liable for clean-up costs and fines associated with vendor/contractor activities that cause pollutants to enter the storm water system.

CITY FINES FOR UNAUTHORIZED DISCHARGES CAN BE UP TO \$25,000 PER VIOLATION, PER DAY.

