

Systems Checklist to ensure you make correct building envelope maintenance and repair decisions:



One of the best ways to understand the risk of damage and the best course to maintain or repair is to conduct a visual inspection of the building envelope regularly and after any significant events like storms, accidents, or renovations.



ROOFS

Date of Inspection ____/____/____

Inspect roofing materials, flashing, gutters, drains, downspouts, snow guards, railings, vents, hatches, chimneys, and equipment housed on the roof.

Repairs since last inspection _____

General conditions _____

Damage _____

Leaks (reported or observed) _____



FAÇADE

Date of Inspection ____/____/____

Inspect building materials, surface coatings, substrate, flashing, foundation, and corners and joints.

Repairs since last inspection _____

General conditions _____

Damage _____

Leaks (reported or observed) _____



WINDOWS AND DOORS

Date of Inspection ____/____/____

Inspect frames and thresholds, sealant, weatherstripping, hardware, and locks and fasteners.

Repairs since last inspection _____

General conditions _____

Damage _____

Leaks (reported or observed) _____

**LANDSCAPING / GRADE**

Date of Inspection ____/____/____

Inspect irrigation system, at-grade plumbing and drains, foundation walls, basement walls and drainage, downspouts, and soil grade.

Repairs since last inspection _____

General conditions _____

Damage _____

Leaks (reported or observed) _____

Working with experts on your building envelope:

When you discover areas with damage or leaks or suspect damage but are unable to see it with a visual inspection, we can help.

We use advanced inspection techniques to help you assess the damage or risk of damage, and advise you on best practices for maintenance and repair. Working with experts—engineers, architects and/or contractors—brings a valuable perspective to help you avoid costly mistakes.

- ✓ **Develop a relationship with the people that can help you:** Contracts are for just in case and allow you to vet the people and companies who will do the heavy lifting.
- ✓ **Get all the facts:** Listen to both the good and bad news, and continue asking questions until you understand what is happening and why.
- ✓ **Demand details and accuracy:** If explanations appear to be superficial, ask for more information—get the details and verify them.
- ✓ **Explore your options:** There are many solutions to each issue—exhausting all of the options ensures you find the solution that's best for your community.
- ✓ **Keep an open mind:** Best practices, options, and financing tools have changed significantly in the last few years.