

Community Standards Walkthrough Checklist

SOP 2.5 | Resident Retention | Use during property walkthrough inspections

Property:

Inspected By:

Date:

INSPECTION ITEM	PASS	FAIL	N/A	NOTES / ACTION REQUIRED
BALCONIES & PATIOS				
Area is tidy, well-maintained, and free from clutter	☐	☐	☐	
No storage items (boxes, tarps, bins, etc.)	☐	☐	☐	
No drying clothes or laundry visible on railing or furniture	☐	☐	☐	
No broken furniture or dead / dying plants	☐	☐	☐	
No tires or broken bicycles	☐	☐	☐	
No evidence of wild animal feeding	☐	☐	☐	
No unsightly or unsafe items visible from common areas	☐	☐	☐	
GRILLS, BBQs & FIRE PITS				
No grills or barbecues on balconies or patios	☐	☐	☐	
No open flame devices within 10 feet of any building or structure	☐	☐	☐	
Compliant with Oregon Fire Code §308.1.4	☐	☐	☐	
QUIET & PEACEFUL ENJOYMENT				
No active noise disturbance observed during inspection	☐	☐	☐	
No open complaints or documented incidents since last inspection	☐	☐	☐	
NO SMOKING				
No evidence of smoking in prohibited areas (common areas, hallways, shared spaces)	☐	☐	☐	
No smoking materials, ashtrays, or butts visible in common or exterior areas	☐	☐	☐	
SATELLITE DISHES & EXTERIOR MODIFICATIONS				
No satellite dishes mounted on building exterior, roof, or common areas	☐	☐	☐	
No unauthorized modifications or structural damage to building exterior	☐	☐	☐	
VISITORS & GUESTS				

No signs of unauthorized or permanent non-resident occupancy	☐	☐	☐	
No guests observed regularly present in a manner suggesting permanent residence	☐	☐	☐	
Any suspected 14+ day guest situations flagged for follow-up	☐	☐	☐	

VEHICLES & PARKING

No derelict, inoperable, or unregistered vehicles present	☐	☐	☐	
All vehicles appear compliant with parking rules	☐	☐	☐	
No vehicles blocking fire lanes, accessible spaces, or fire hydrants	☐	☐	☐	
Parking areas are free of debris and vehicle-related junk	☐	☐	☐	

PERSONAL PROPERTY & DECOR (TCHOTCHKES)

No personal decorative items displayed on building exterior or shared spaces	☐	☐	☐	
Balconies / patios free of personal decor that affects shared community view	☐	☐	☐	
Common area furniture is property-owned and in acceptable condition	☐	☐	☐	

Violations & Action Items

Unit / Area	Standard Violated	Action Required	Due Date

OSM Initial: _____	Notices Issued (Y / N): _____	Follow-Up Required (Y / N): _____
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