

Commercial Irrigation Issue Checklist

Use this printable checklist to track dry spots, leaks, runoff, overspray, high water bills, controller changes, repair approvals, and vendor follow-up.

Property: _____ Reviewer: _____

Date: _____ Last Service Date: _____

Review Type: Property Walk Tenant Complaint Water Bill Review Post-Repair Other

How to use this checklist

Walk the site and mark each line as OK, Concern, or N/A. Use the notes column for exact location, photos needed, urgency, and vendor follow-up. Recheck repeated issues monthly.

1. Issue Intake

CHECK ITEM	OK	CONCERN	N/A	NOTES / LOCATION / NEXT STEP
Exact location documented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Photos attached where helpful	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Dry turf or stressed plants observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Wet sidewalk or runoff observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Broken head, leak, or geyser observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Overspray onto building, street, vehicle, or sign	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Standing water, soggy turf, or algae observed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
High water bill or usage spike noted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Safety concern flagged	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Repeat issue from prior walkthrough	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Tenant, resident, customer, or owner impact noted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Urgent follow-up needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

Quick rule

If water crosses a sidewalk, ramp, storefront entry, pool deck, or other pedestrian route, document it as a safety-sensitive irrigation issue and escalate it quickly.

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Vendor follow-up, repair approvals, controller notes, and audit decision

2. Vendor Follow-Up and Repair Tracking

CHECK ITEM	OK	CONCERN	N/A	NOTES / LOCATION / NEXT STEP
Issue sent to vendor with location and photos	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vendor inspection date recorded	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Likely cause documented	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Repair or adjustment recommendation received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Scope status marked included, excluded, unclear, or separate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Approval authority confirmed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Repair estimate received if needed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Completion note received	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Completion photos received if available	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Repeat status checked after next service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

3. Controller and Water Use Notes

Controller / Location: _____	Zone / Area: _____
Previous Run Time: _____	New Run Time: _____
Reason for Change: _____	Changed By: _____
Water Bill Concern: _____	Follow-Up Date: _____

When to request an audit

Consider a broader irrigation review when dry spots and overwatering appear together, water bills spike without explanation, repairs repeat, runoff continues after adjustment, or the vendor explanation is unclear.

Recommended next step

- Continue monitoring
- Send correction request
- Request repair pricing
- Request owner approval
- Schedule irrigation audit
- Add to budget plan

4. Top Action Items

1. _____
2. _____
3. _____
4. _____
5. _____