



# Parking Lot Safety & Maintenance Checklist

## General Lot Condition

Overall assessment of the parking lot's appearance and general health.

### Overall Lot Description

Write something...

### Estimated Foot Traffic (Daily)

Enter a number...

### Lot Appearance (Subjective)

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

### Observed Issues (Select all that apply)

- ☐ Trash/Debris
- ☐ Vandalism
- ☐ Graffiti
- ☐ Evidence of Wildlife
- ☐ Unpleasant Odors
- ☐ None Observed

### Last General Cleaning Date

Enter date...

### Notes/Comments on General Condition

Write something...

## Surface & Pavement

Inspects the pavement condition, including cracks, potholes, and surface wear.

### Pothole Count

Enter a number...

### Crack Length (feet)

Enter a number...

### Surface Condition (Overall)

- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor
- ☐ Very Poor

### Detailed Notes on Surface Issues

Write something...

### Type of Pavement

- ☐ Asphalt
- ☐ Concrete
- ☐ Gravel
- ☐ Other

### Depth of Deepest Pothole (inches)

Enter a number...

### Photos of Pavement Damage

 Upload File

### Evidence of Oil/Chemical Staining?

- ☐ Yes
- ☐ No

# Lighting

Evaluates the functionality and adequacy of parking lot lighting.

## Total Number of Light Fixtures

Enter a number...

## Number of Non-Functional Light Fixtures

Enter a number...

## Fixture Type (e.g., LED, Metal Halide)

- ☐ LED
- ☐ Metal Halide
- ☐ High Pressure Sodium
- ☐ Other

## Overall Lighting Adequacy (Subjective)


- ☐ Excellent
- ☐ Good
- ☐ Fair
- ☐ Poor

## Notes on Light Levels or Glare

Write something...

### Last Bulb Replacement Date (if applicable)

### Photo of Lighting Issue (if any)

 Upload File

### Motion Sensor Functionality (If applicable)

- ☐ Functional
- ☐ Malfunctioning
- ☐ Not Applicable

## Signage & Markings

Checks the clarity, visibility, and proper placement of parking lot signage and painted lines.

### Number of 'No Parking' Signs Present & Secure

### Number of Accessible Parking Signs Present & Visible

### Number of 'Fire Lane - No Parking' Signs Present & Visible

### Condition of Pavement Markings (Stripe Paint)

- ☐ Excellent - Clear and Consistent
- ☐ Good - Some Fading or Wear
- ☐ Fair - Significant Fading or Wear
- ☐ Poor - Very Faded or Damaged - Requires Repainting

### Condition of Directional Arrows

- ☐ Excellent - Clear and Consistent
- ☐ Good - Some Fading or Wear
- ☐ Fair - Significant Fading or Wear
- ☐ Poor - Very Faded or Damaged - Requires Repainting

### Notes on Signage Damage or Missing Information

Write something...

### Last Signage Refresh/Replacement Date

Enter date...

## Drainage

Assesses drainage systems to prevent water accumulation and potential hazards.

### Depth of Standing Water (inches)

Enter a number...

### Drain Functionality

- ☐ Functional
- ☐ Partially Blocked
- ☐ Completely Blocked

### Description of Drainage Issues

Write something...

### Type of Debris Blocking Drain (if applicable)

- ☐ Leaves
- ☐ Dirt/Sediment
- ☐ Trash/Debris
- ☐ Unknown

### Last Drainage Cleaning Date

Enter date...

### Estimated Time to Clear Blockage (minutes)

Enter a number...

### Location of Drainage Issue (GPS coordinates)

 [Set My Current Location](#)



### Notes on corrective actions taken for drainage issue

Write something...

## Landscaping & Vegetation

Checks landscaping to ensure visibility and safety, and address overgrown vegetation.

### Vegetation Obstructing Visibility?

- ☐ Yes - Trees
- ☐ Yes - Shrubs
- ☐ Yes - Grass
- ☐ No



### Grass Height (inches)

Enter a number...

### Tree Branch Overhang (feet)

Enter a number...

### Comments on Tree Health (e.g., dead branches, disease)

Write something...

### Location of Overgrown Vegetation

 [Set My Current Location](#)




### Last Trimming/Pruning Date

Enter date...

### Additional Notes on Landscaping & Vegetation

Write something...

### Photos of Landscaping Concerns

 Upload File

## Security & Access Control

Reviews security measures like gates, cameras, and access control systems (if applicable).

### Access Control System Type (if applicable)

- ☐ None
- ☐ Keyed Entry
- ☐ Card Reader
- ☐ Gate/Barrier System
- ☐ License Plate Recognition

### Number of Security Cameras

Enter a number...

### Camera Functionality Check

- ☐ All Cameras Functioning
- ☐ Some Cameras Malfunctioning
- ☐ Many Cameras Malfunctioning
- ☐ No Cameras Functioning

**Last Security System Maintenance Date**

Enter date...

**Notes on Security System Performance or Concerns**

Write something...

**Gate/Barrier Operational Status (if applicable)**

- ☐ Fully Operational
- ☐ Minor Issues
- ☐ Major Issues
- ☐ Not Operational

**Location of Control Panel**

 Set My Current Location



**Equipment Maintenance (Gates, Barriers)**

Focuses on the proper operation and maintenance of automated parking equipment.

### Gate Operation Speed (Seconds/Cycle)

Enter a number...

### Barrier Height (Inches)

Enter a number...

### Gate/Barrier Status

- ☐ Operational
- ☐ Malfunctioning
- ☐ Needs Repair

### Description of Malfunction (if applicable)

Write something...

### Last Preventative Maintenance Date


Enter date...

### Time of Last Maintenance

### Cycle Count (if applicable - e.g., gate activation)

Enter a number...

### Photos/Videos of Equipment (if needed)

 Upload File

### Lubrication Status

- ☐ Lubricated
- ☐ Needs Lubrication

## Accessibility Compliance

Ensures compliance with ADA requirements for accessible parking spaces and routes.

### Number of ADA Accessible Spaces

Enter a number...

### Accessible Route to Entrance - Clear and Unobstructed?

- ☐ Yes
- ☐ No
- ☐ N/A

### Accessible Spaces Marked Correctly (Signage, Stripes)?

- ☐ Yes
- ☐ No
- ☐ N/A

### Slope of Accessible Routes (Maximum 2%)

Enter a number...

### Accessible Parking Space Width (Minimum 8 ft)?

- ☐ Yes
- ☐ No
- ☐ N/A

### Accessible Spaces Located Near Entrance?

- ☐ Yes
- ☐ No
- ☐ N/A

### Notes on Accessibility Compliance Issues

Write something...

## Winter/Seasonal Maintenance (if applicable)

Specific checks relevant to winter conditions like snow removal, salting, and ice prevention.

### Last Snow Removal Service

Enter date...

### Salt/Ice Melt Inventory (lbs/kg)

Enter a number...

### Snow Removal Contract Status (Active/Expired)

- ☐ Active
- ☐ Expired

### Salting/De-icing Method Used

- ☐ Manual
- ☐ Automated
- ☐ Combination

### Snow Plow Maintenance Last Performed (Date)

Enter a number...

### Notes on Current Winter/Seasonal Conditions

Write something...

### Ice Melt Application Rate

- ☐ Low
- ☐ Medium
- ☐ High