Reno Green Landscaping

15-Minute Commercial Landscape Walkthrough Checklist

Use during monthly property walks, vendor reviews, owner visits, budget planning, or recurring landscape issue tracking.

Property: _____ Reviewer: _____

Date: _____ Last Service Date: _____

Weather or Recent Event: _____ Walkthrough Type: _____

Instructions

Complete during a 10 to 15 minute walk of the most visible landscape areas. Mark each item as OK, Needs Attention, or N/A. Use notes for location, urgency, and next step.

Walkthrough setup

Area	OK	Needs	N/A	Notes / Location / Next Step
Recent complaints reviewed	☐	☐	☐	
Open vendor items reviewed	☐	☐	☐	
Previous walkthrough items reviewed	☐	☐	☐	
Recent irrigation issues reviewed	☐	☐	☐	
Recent weather or storm events noted	☐	☐	☐	
Upcoming owner, tenant, resident, or leasing events considered	☐	☐	☐	
Photos ready for documentation	☐	☐	☐	

Entrances and first impressions

Area	OK	Needs	N/A	Notes / Location / Next Step
Main entrance looks clean and maintained	☐	☐	☐	
Secondary entrances reviewed	☐	☐	☐	
Monument signs visible	☐	☐	☐	
Entry beds clean and weed-free	☐	☐	☐	
Mulch condition acceptable	☐	☐	☐	
Seasonal color healthy or reviewed	☐	☐	☐	
Turf near entrance reviewed	☐	☐	☐	
Irrigation overspray checked	☐	☐	☐	
Trash and debris checked	☐	☐	☐	
Driver sight lines reviewed	☐	☐	☐	

Turf and open areas

Area	OK	Needs	N/A	Notes / Location / Next Step
Mowing quality reviewed	☐	☐	☐	
Edging reviewed	☐	☐	☐	
String trimming reviewed	☐	☐	☐	
Dry spots documented	☐	☐	☐	
Wet areas documented	☐	☐	☐	
Weeds documented	☐	☐	☐	
Thin turf documented	☐	☐	☐	
Ruts or scalping documented	☐	☐	☐	
Dog or high-traffic damage noted	☐	☐	☐	
Drainage or erosion concerns noted	☐	☐	☐	

Beds, shrubs, and plant material

Area	OK	Needs	N/A	Notes / Location / Next Step
Bed weeds reviewed	☐	☐	☐	
Shrub pruning reviewed	☐	☐	☐	
Dead plants documented	☐	☐	☐	
Declining plants documented	☐	☐	☐	
Plants blocking windows or signs documented	☐	☐	☐	
Bed edges reviewed	☐	☐	☐	
Debris in beds checked	☐	☐	☐	
Seasonal color reviewed	☐	☐	☐	
Enhancement needs noted	☐	☐	☐	

Irrigation

Area	OK	Needs	N/A	Notes / Location / Next Step
Broken heads documented	☐	☐	☐	
Leaks documented	☐	☐	☐	
Overspray documented	☐	☐	☐	
Runoff documented	☐	☐	☐	
Wet sidewalks documented	☐	☐	☐	
Dry zones documented	☐	☐	☐	
Standing water documented	☐	☐	☐	
Controller concerns noted	☐	☐	☐	
High water bill concern noted	☐	☐	☐	
Repair follow-up needed	☐	☐	☐	

Trees, visibility, and access

Area	OK	Needs	N/A	Notes / Location / Next Step
Low limbs reviewed	☐	☐	☐	
Deadwood documented	☐	☐	☐	
Storm damage documented	☐	☐	☐	
Sign visibility reviewed	☐	☐	☐	
Driver sight lines reviewed	☐	☐	☐	
Sidewalk clearance reviewed	☐	☐	☐	
Lighting or camera blockage reviewed	☐	☐	☐	
Tree work needing pricing noted	☐	☐	☐	
Safety concern flagged if applicable	☐	☐	☐	

Tenant, resident, and customer-facing areas

Area	OK	Needs	N/A	Notes / Location / Next Step
Leasing path reviewed	☐	☐	☐	
Storefront approaches reviewed	☐	☐	☐	
Office entries reviewed	☐	☐	☐	
Amenity areas reviewed	☐	☐	☐	
Pool or clubhouse areas reviewed	☐	☐	☐	
Dog areas reviewed	☐	☐	☐	
Outdoor seating areas reviewed	☐	☐	☐	
Parking lot islands reviewed	☐	☐	☐	
Trash enclosure screening reviewed	☐	☐	☐	
High-complaint areas reviewed	☐	☐	☐	

Vendor performance and next steps

Area	OK	Needs	N/A	Notes / Location / Next Step
Issues vendor should correct	☐	☐	☐	
Issues needing inspection	☐	☐	☐	
Issues needing pricing	☐	☐	☐	
Issues needing owner approval	☐	☐	☐	
Issues needing immediate escalation	☐	☐	☐	
Issues to monitor next month	☐	☐	☐	
Photos attached	☐	☐	☐	
Vendor follow-up sent	☐	☐	☐	
Owner or regional note needed	☐	☐	☐	
Budget item added if applicable	☐	☐	☐	

Top 5 follow-up items

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

Recommended next step

- ☐ Continue monitoring
- ☐ Request vendor inspection
- ☐ Request owner approval
- ☐ Add to budget plan
- ☐ Send vendor correction request
- ☐ Request repair pricing
- ☐ Schedule landscape performance audit
- ☐ Begin vendor review or rebid planning