

Roven Management

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Top 20 Public Checklist — Preventative Maintenance Oversight (Investor Preview)

Prepared for: [Property Owner / Company] | Market: New York | Date: [MM/DD/YYYY]

How to use this: This preview includes 20 high-impact checkpoints across HVAC, plumbing, envelope/moisture, and electrical/life safety. Use it to understand the scope of our quarterly oversight. The complete checklist and reporting system is provided to clients.

Top 20 Checkpoints (Public Preview)

Category	Checkpoint
HVAC	1) Condensate drain flow — verify proper drainage and clear clogs to prevent ceiling/wall water damage.
HVAC	2) Compressor start-up amp draw (where applicable) — early warning indicator for failing motors/components.
HVAC	3) Air filter condition & fit — check for correct size, bypass gaps, and replacement schedule compliance.
HVAC	4) Coil/airflow visual assessment — identify dirt/icing or restricted airflow that drives up operating cost and shortens life.
HVAC	5) Thermostat operation & cycling behavior — confirm stable cycling; flag short-cycling and comfort complaints.
Plumbing	6) Water heater age/condition — confirm age, corrosion, venting basics, and leak indicators at the base/pan.
Plumbing	7) T&P relief valve discharge line — verify safe routing and visible issues that signal overpressure risk.
Plumbing	8) Under-sink leak check — inspect supply lines, traps, and cabinet bases for slow leaks and rot.
Plumbing	9) Main shutoff accessibility — ensure the main water shutoff is reachable and clearly identified.
Plumbing	10) Drain flow/symptom scan — quick flow check for slow drains, gurgling, backups, and odor sources.

Envelope / Moisture	11) Roofline visual scan — look for missing/lifted shingles, damaged flashing areas, and obvious penetrations.
Envelope / Moisture	12) Gutters & downspouts — verify attachment, clogs, and that discharge routes water away from foundation.
Envelope / Moisture	13) Grading & drainage — identify negative slopes and ponding that drive basement/crawlspace seepage.
Envelope / Moisture	14) Window/door sealant condition — check caulk failures and gaps that allow water/air intrusion.
Envelope / Moisture	15) Basement/crawlspace moisture indicators — check for dampness, staining/efflorescence, and musty odors.
Electrical / Safety	16) Electrical panel visual condition — look for corrosion, improper labeling, loose covers, and obvious hazards.
Electrical / Safety	17) GFCI function check — test GFCI protection at kitchens, baths, basement, garage, and exterior receptacles.
Electrical / Safety	18) Smoke & CO detector presence/age — verify location coverage and replace-by dates where visible.
Electrical / Safety	19) Exterior lighting/security lighting — confirm fixtures function for tenant safety and liability reduction.
Electrical / Safety	20) Trip/fall & basic safety hazards — flag loose handrails, broken steps, and other common liability exposures.

Next step: Book your free portfolio audit to review your highest-risk systems and set an inspection cadence.

BOOK A CALL NOW

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Disclaimer: This checklist is a preventative maintenance oversight tool for existing property owners and is not a pre-purchase home inspection for a real estate transaction.