

WATER INTRUSION & BUILDING ENVELOPE ASSESSMENT CHECKLIST

A Practical Guide for Evaluating the Condition and Performance of Your Building Envelope

PROPERTY NAME: _____ DATE: _____ INSPECTOR: _____



PURPOSE

This assessment checklist helps identify deficiencies in the building envelope that may lead to water intrusion, structural damage, mold growth, and costly repairs. Regular evaluations protect your asset, extend its life, and support capital planning decisions.

Building Use / Type: _____

Year Built: _____

Number of Stories: _____

Total Building SF: _____

Date of Last Envelope Assessment: _____

Weather Conditions: _____



ASSESSMENT GUIDE

Evaluate each envelope component and rate its condition using the guide below.

CONDITION RATING

- | | |
|---------------|--|
| 1 – EXCELLENT | New or like-new condition |
| 2 – GOOD | Good condition, minor wear |
| 3 – FAIR | Moderate wear, repairs needed |
| 4 – POOR | Significant deterioration |
| 5 – CRITICAL | Severe damage, immediate action required |

ADDITIONAL NOTES / OVERALL OBSERVATIONS:



BUILDING ENVELOPE COMPONENTS ASSESSMENT

COMPONENT	DESCRIPTION / WHAT TO CHECK	CONDITION (1-5)	COMMENTS / OBSERVATIONS
☐ 1. ROOFING SYSTEM	Membrane/covering condition, aging, blistering, punctures, ponding water, open seams		
☐ 2. ROOF-TO-WALL TRANSITIONS	Flashings, counterflashing, reglets, secure attachment, sealant condition		
☐ 3. EXTERIOR WALLS (CLADDING)	Cracks, gaps, loose panels, warping, deterioration, staining		
☐ 4. MASONRY / STUCCO	Cracks, spalling, deteriorated mortar joints, efflorescence		
☐ 5. EIFS / CLADDING SYSTEMS	Cracks, separations, impact damage, deterioration, improper terminations		
☐ 6. EXPANSION & CONTROL JOINTS	Sealant condition, gaps, backer rod, movement, missing sealant		
☐ 7. WINDOWS & CURTAIN WALL SYSTEMS	Sealant condition, glazing gaskets, weep holes, frame condition		
☐ 8. EXTERIOR DOORS & STOREFRONTS	Weatherstripping, sweep seals, thresholds, frame sealant		
☐ 9. SEALANTS & CAULKING	Deterioration, cracking, adhesion loss, missing sealant		
☐ 10. FLASHINGS	Condition, secure attachment, corrosion, proper laps		
☐ 11. GUTTERS & DOWNSPOUTS	Clogging, leaks, secure attachment, proper slope		
☐ 12. SITE DRAINAGE	Grading, ponding, drains, standing water near foundation		
☐ 13. FOUNDATION & BELOW-GRADE WATERPROOFING	Cracks, penetrations, dampness, efflorescence, exposed waterproofing		



INDICATORS OF WATER INTRUSION

Check all that apply.

- | | |
|--|--|
| ☐ Interior water stains on walls/ceilings | ☐ Active leaks |
| ☐ Peeling or bubbling paint | ☐ Condensation on windows |
| ☐ Damp or musty odors | ☐ Moisture in insulation |
| ☐ Mold or mildew visible | ☐ Standing water on roof |
| ☐ Efflorescence on masonry | ☐ Damaged ceiling tiles |
| ☐ Warped or deteriorated materials | ☐ Other: _____ |



INTERIOR SIGNS OF WATER DAMAGE (BY AREA)

List areas where water intrusion or moisture was observed.

LOCATION / AREA	OBSERVED ISSUE	SEVERITY (1-5)	COMMENTS



MOLD & MOISTURE OBSERVATIONS

Note any mold growth or moisture-related concerns.

Areas Observed: _____

Extent: ☐ Minor ☐ Moderate ☐ Significant

Recommended Action: _____



IMMEDIATE CONCERNS

List issues that require immediate attention.

- ☐ _____
☐ _____
☐ _____



CAPITAL PLANNING NOTES & RECOMMENDATIONS

Provide high-level recommendations for repairs, replacements, and preventive maintenance.

☐ Short-Term (1-2 Years): _____

☐ Mid-Term (3-5 Years): _____

☐ Long-Term (6+ Years): _____



ANNUAL ASSESSMENT RECORD

Track annual assessments to monitor changes over time.

ASSESSMENT DATE	INSPECTOR	OVERALL RATING (1-5)	NOTES / FOLLOW-UP ACTIONS

Inspector Name: _____

Company: _____

Date: _____

Signature: _____



BUILDING ENVELOPE CONDITION RATING

Overall evaluation of the building envelope.

RATING (1-5)	DESCRIPTION	DEFINITION
1 EXCELLENT	New or like-new condition	No deficiencies observed. Well maintained.
2 GOOD	Good condition	Minor wear. Routine maintenance recommended.
3 FAIR	Moderate condition	Some deficiencies observed. Repairs recommended.
4 POOR	Poor condition	Significant deficiencies. Repairs needed.
5 CRITICAL	Severe condition	System failure risk. Immediate action required.



REMAINING USEFUL LIFE (RUL) ESTIMATE

Estimate the remaining useful life of key envelope systems.

COMPONENT	ESTIMATED RUL (YEARS)	NOTES
Roofing System		
Exterior Wall System		
Windows / Glazing		
Sealants / Flashings		
Doors / Storefronts		
Other: _____		



NEXT STEPS

- ☐ Prepare detailed repair / replacement plan
☐ Obtain cost estimates
☐ Prioritize in capital plan
☐ Monitor & re-inspect
☐ Other: _____

Notes: _____

