

## Checklist for Preventing Water Intrusion, Leakage, and Rodent Damage in Self-Storage Units

### Regular Inspections and Maintenance

- ☐ Inspect roofs for any signs of damage or wear.
- ☐ Clean and maintain gutters and downspouts to ensure they are free of debris.
- ☐ Check and replace deteriorated sealants and caulking around windows, doors, and other openings.
- ☐ Inspect walls and foundations for cracks, and seal them promptly.
- ☐ Conduct thorough visual inspections for cracks, gaps, and holes in walls, floors, foundations, windows, doors, and utility penetrations. Seal all openings appropriately (steel wool, caulk, spray foam, cement, hardware cloth, or metal sheeting).
- ☐ Inspect air vents, drains, and utility lines for gaps or damage that could allow rodent entry. Repair or reinforce as needed.

### Drainage Systems

- ☐ Ensure the ground around the facility slopes away from the building.
- ☐ Install and maintain drainage channels or French drains to manage water flow.
- ☐ Regularly inspect and clean drainage systems to prevent clogs.

### Waterproofing Measures

- ☐ Apply waterproof membranes to roofs and walls.
- ☐ Install vapor barriers in walls and floors to prevent moisture penetration.
- ☐ Use water-resistant materials for construction and repairs.

### Climate Control and Ventilation

- ☐ Install dehumidifiers in units to control humidity levels.
- ☐ Ensure proper ventilation in units to prevent condensation buildup.
- ☐ Regularly check and maintain HVAC systems.

### Rodent Prevention and Control

- ☐ Maintain landscaping: Trim back plants, vines, and shrubbery near the building to prevent rodents from accessing roofs, gutters, and soffits. Remove overgrown vegetation.
- ☐ Educate customers to avoid storing cardboard boxes, old furniture, and laundry/clothing that can harbor or transport rodents. Encourage use of plastic bins.
- ☐ Partner with a licensed pest control provider for routine inspections and preventive treatments.
- ☐ Monitor for signs of rodent activity (droppings, gnaw marks, nests) and respond promptly.
- ☐ Store items off the ground on pallets or shelving to reduce risk of rodent and water damage.

## Emergency Preparedness

- ☐ Keep flood barriers or sandbags ready for use during heavy rain or flooding.
- ☐ Develop and communicate an emergency response plan to staff and customers.
- ☐ Train staff on emergency procedures and the use of flood protection equipment.

## Customer Education

- ☐ Provide customers with storage tips, such as using pallets to keep items off the floor.
- ☐ Encourage the use of plastic bins instead of cardboard boxes for storage.
- ☐ Advise customers to obtain insurance for their stored items to cover potential water damage.

## Post-Storm Actions

- ☐ Conduct a thorough inspection after storms to assess any damage.
- ☐ Remove standing water immediately using pumps or wet vacuums.
- ☐ Dry out affected areas with dehumidifiers and fans to prevent mold growth.
- ☐ Document any damage for insurance purposes, and make necessary repairs.