

Chapter 10

Maintenance of Property

10-10-1

Property Maintenance Standards

Sec. 10-10-1 Property Maintenance Standards.

- a) **Scope.** These standards apply to all structures located in a residential zoned area and to all structures and sites used for residential purposes but zoned for other uses.
- b) **Minimum Standards.** It shall be unlawful for any person to occupy or use or let or hold out to another for occupancy for use any building, structure or premises which does not comply with the requirements of this Code.
- c) **Foundations, Exterior Walls and Roofs.** The foundation shall be substantially water tight and protected against rodents and shall be kept in good condition and repair. The foundation elements shall adequately support the building at all points. Every exterior wall shall be substantially water tight, weather tight, protected against rodents, kept in good condition and repair and shall be free of deterioration, holes, breaks, loose or rotting boards or timber, and any other condition which might admit rain or dampness to the interior portions of the walls or to the exterior spaces of the dwelling. All exterior wood surfaces shall be protected by paint, stain or other water- and weather-resistant treatment. Every roof shall be water tight, weather tight, kept in good condition and repair, and have no dangerous defects. Roof drainage shall be adequate to prevent rain water from causing dampness in the walls. All cornices, copings, parapets, moldings, belt courses, lintel, sills, and similar projections shall be kept in good repair, free from cracks or defects which make them hazardous or dangerous.
- d) **Windows, Doors and Hatchways.** Every window shall be fully supplied with transparent or translucent window panes which are substantially without cracks or holes, shall be substantially tight and shall be kept in good condition and repair. Windows, other than fixed windows, shall be easily opened and shall be held in position by window hardware. Every exterior door shall fit substantially tight within its frame and shall be kept in good condition. Window and door frames shall be kept in good condition and shall exclude rain and substantially exclude wind from entering the building or structure. Every

basement hatchway shall prevent the entrance of rodents, rain and surface drainage water into the building or structure.

- e) **Screens.** From June 1st to September 15th screens shall be installed on doors or windows when they are required for ventilation. Screening shall be at least a fourteen (14) mesh and shall be attached to its frame in such manner which does not leave openings larger than those in the screen itself. Frames shall be in good condition and repair and shall fit tightly into the window or door frame so as not to allow the passage of insects or rodents. Screens shall be provided with positive attachment devices to insure that inserts will not fall from or be dislodged from the door or window frame. A self-closing device shall be provided for screen doors.
- f) **Stairways and Porches.** Every exterior stairway and every porch and its supports shall be kept in good and safe condition and repair and shall be free of deterioration with every rail and balustrade firmly fastened and maintained.
- g) **Chimneys.** Every chimney and chimney flue shall be in good and safe condition and repair.
- h) **Grading and Drainage of Lots.** Every yard, court driveway or other portion of the lot shall be graded or drained so as to prevent the accumulation of stagnant water on any such surface. Driveways shall be maintained in good condition and repair.
- i) **Yards.** Yards shall be kept substantially clear of debris and shall be provided with adequate lawn or ground cover of vegetation, hedges or bushes. All areas not covered by any of the foregoing shall be treated to prevent dust or the blowing or scattering of dust particles into the air. All trees, bushes or vegetation which overhang a public entrance shall be properly trimmed to avoid obstruction of the view and movements of vehicles and pedestrians.
- j) **Infestation.** Every building, structure and all exterior appurtenances on the premises shall be adequately protected against rats, mice, termites and other vermin. Occupants and operators shall be responsible for the extermination of rodents and vermin from that part of the premises under their exclusive control except where more than one (1) unit is infested at the same time and in this instance the owner shall also be responsible for extermination of the infestation.
- k) **Exterior Appearance.** Every building and structure shall be kept neat and attractive in appearance. All wooden portions shall be painted, stained or receive other similar treatment as often as necessary to maintain such appearance. Stone, brick or other masonry shall be kept adequately painted and maintained.
- l) **Refuse, Garbage and Rubbish Storage Requirements.** Every building or structure shall have adequate refuse, garbage or rubbish storage facilities. Garbage containers shall all have tight covers and shall be kept in place at all times. No occupant shall accumulate rubbish, boxes, lumber, metal or other materials which may provide harborage for rodents or vermin.
- m) **Accessory Structures.** Every accessory structure shall be kept in good condition and repair, shall not obstruct light and air of doors or windows, shall not obstruct a safe means of access to any building or structure, shall not create fire or safety hazards and shall not provide rat or vermin harborage. All accessory structures which are in deteriorated condition and which are not repairable shall be removed.
- n) **Maintenance of Property Complaint.** Complaints alleging a violation of this Chapter shall be commenced by service of written notice of noncompliance upon the property owner, the form of notice to be in substantially the form of Appendix A.

**MAINTENANCE OF PROPERTY INSPECTION REPORT AND
NOTICE OF NONCOMPLIANCE**

TO: _____ MAILED: _____
 POSTED: _____
 COMPLIANCE DATE: _____

PREMISES INSPECTED: _____
 All cited violations shall be corrected within 30 days after written notification or posting on the premises, unless an extension of time is granted by the Inspector. Each day that the violation continues after correction deadline shall constitute a separate offense and is subject to remedies and penalties by the Municipality. You may appeal the decision of the Inspector by directing a letter to the Municipal Clerk. You may need a Building Permit - contact the Building Inspector for clarification.

AN INSPECTION OF THE ABOVE PREMISES HAS DISCLOSED THE FOLLOWING VIOLATION(S) OF SECTION _____ OF THE MUNICIPAL CODE.

FINDINGS AND CORRECTIONS

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Foundation deteriorated, repair all cracks and holes. <input type="checkbox"/> Exterior walls deteriorated, <ul style="list-style-type: none"> <input type="checkbox"/> peeling paint, repaint. <input type="checkbox"/> missing facing, replace. <input type="checkbox"/> masonry work deteriorated, tuckpoint and repair. <input type="checkbox"/> missing/deteriorated siding, repair or replace. <input type="checkbox"/> Roofing deteriorated, replace or repair. <input type="checkbox"/> Flashing deteriorated, replace or repair. <input type="checkbox"/> Gutters and downspouts rusted and/or missing, replace and/or repair and repaint. <input type="checkbox"/> Trimwork deteriorated and/or missing, replace and/or repair and repaint. <input type="checkbox"/> Windows broken/deteriorated, reglaze and/or install new hardware. <input type="checkbox"/> Doors deteriorated, replace and/or repair, repaint. <input type="checkbox"/> Storms/screens broken and/or missing on windows, repair and/or install. <input type="checkbox"/> Storms/screens broken and/or missing on entries, repair and/or install. <input type="checkbox"/> Exterior stair and/or porch is deteriorated and unsafe, repair and/or replace and install new guard rails. | <ul style="list-style-type: none"> <input type="checkbox"/> Yards, <ul style="list-style-type: none"> <input type="checkbox"/> debris in yards, remove. <input type="checkbox"/> lawn not cut, mow lawn areas. <input type="checkbox"/> bare areas, seed or plantings. <input type="checkbox"/> bushes not trimmed, trim bushes. <input type="checkbox"/> bushes/trees overhang public entrances/walks, trim back and up to clear 7 feet height. <input type="checkbox"/> unlicensed/inoperable auto, remove from premises or place in enclosed garage. <input type="checkbox"/> improper drainage on lot, ponding water, regrade lot or install drainage system to drain property to street. <input type="checkbox"/> Noticed nesting/infestation of rodents or other vermin, have extermination service inspect and treat premises. <input type="checkbox"/> Inadequate garbage containers, provide containers with tight lids and provide proper storage from rodents or vermin. <input type="checkbox"/> Accessory Building (s), <ul style="list-style-type: none"> <input type="checkbox"/> Broken/missing vehicle door, repair and/or install new door. <input type="checkbox"/> Broken/missing service door, repair and/or install |
|---|--|

- Chimney deteriorated, tuckpoint/repair and install spark screen and cap if not existing.
- Driveway cracked and deteriorated, repair and/or replace driveway.

Comments: _____

Building Inspector _____ Date

Phone

- new door.
- Broken/deteriorated windows, frame, repair/replace.
- Deteriorated walls, repair and repaint, tuckpoint.
- Deteriorated gutters and downspouts, repair and repaint, replace, or install.
- Roofing deteriorated, repair or replace.
- Debris in garage, fire hazard, remove from premises.
- Siding deteriorated/missing repair or replace.