

Why A Code?

The code sets minimum standards so a property owner clearly knows what maintenance is expected. Plus, it provides assurance to those meeting the standards that their neighbors will do the same.

Who’s Affected?

All owners of premises or structures within the City of Moraine—whether used for human habitation, commercial or industrial purposes—must comply with the Property Maintenance Code.

Who Enforces the Code?

The City of Moraine’s Zoning Department has the responsibility to enforce the code. City of Moraine Zoning Inspectors have received additional training and will conduct the necessary field inspection work.

How Will The Code Be Enforced?

It will be enforced initially where inspectors observe significant deficiencies. Later, concentrated enforcement in particular neighborhoods may be employed as a part of a larger neighborhood improvement program.

Why Comply?

Property maintenance benefits property owners and neighborhoods by protecting property values. Compliance also avoids possible fines that maybe imposed if property owners fail to correct property deficiencies.



A few tips about property maintenance and code requirements...

Property maintenance is really not that difficult. Most of us have already met minimum property standards. So when we say “property maintenance,” what do we mean?

Simple things, like keeping your yard tidy and trim, repairing torn screens or broken gutters, and taking care of that peeling paint. Our checklist guides you through basic property maintenance measures.

Of course, some measures are more costly than others. The roof for example: we all know what an expense that can be. But isn’t it better to repair it or replace it before it is too late?

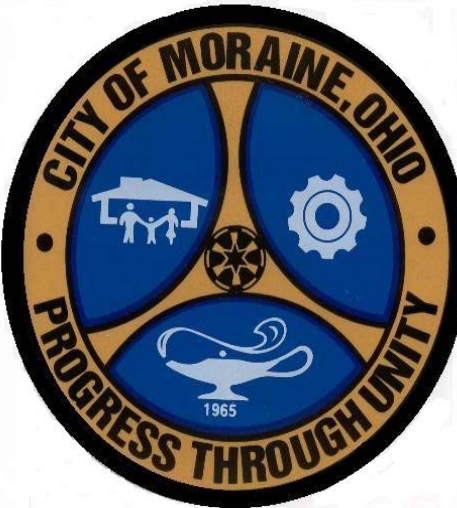
Sometimes you’ll want to hire a contractor for more difficult improvements. We encourage you to get several quotes, compare prices and ask for references. Be wary of “fly by night” contractors who do not have your best interests in mind. Contact the Better Business Bureau if you feel uncomfortable about hiring someone.

Some homes improvements may require a permit. If you are about to make an improvement or repair and wonder if it requires a permit, contact the City of Moraine Building and Zoning Department for advice.

Thank you, for your cooperation. Together we can continue to keep the City of Moraine one of the finest communities in the region.



City of Moraine



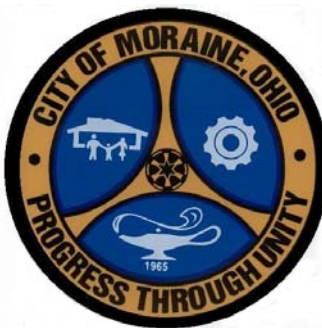
City of Moraine

Community Development Division

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Moraine, OH 45439

937-535-1030



Property
Maintenance
Checklist

Special Instructions

This pamphlet outlines the requirements of the City of Moraine’s Property Maintenance Code.

We realize that property upkeep costs money- but isn’t it worth it to spend a little on preventative measures that save a lot on major repairs? After all your property is probably your biggest investment.

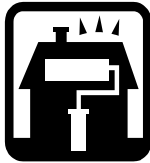
The Residents and Business Owners appreciate your efforts in maintaining your property.

If you have any questions or comments, please call us at 937-5358-1030. We are happy to address your concerns.



Maintenance Checklist

Please use this checklist to evaluate your property.



- ❑ **Foundation.** It should be free of holes or cracks and able to support the structure
- ❑ **Exterior Walls and Surfaces.** They should be free of holes, cracks and loose or rotting boards.
- ❑ **Windows.** They should not be broken. Sashes should be in good working condition
- ❑ **Exterior Doors.** They should fit within their frames and hardware should be in good working condition.
- ❑ **Roof.** Covering and flashing should be sound and tight.
- ❑ **Gutters.** Rain gutters, downspouts and leaders should be unclogged, securely fastened and without rust.
- ❑ **Chimneys.** They should be free of cracks, holes or missing portions and structurally sound.
- ❑ **Porch.** Its foundation should be sound: the porch and any stairs leading to it should be safe and without rot.
- ❑ **Additions or Separate Structures.** They should be sound and capable of serving their original purpose.

- ❑ **Exterior Surfaces.** All wood, composition or metal surfaces should be protected by paint or other covering (except for materials designed to remain untreated). Surfaces should be free of peeling paint.
- ❑ **Paint.** Paint or other materials should be free of lead.
- ❑ **Basement.** It should be sound and maintained to prevent entrance of rodents, rain or water runoff.
- ❑ **Decorative Features.** All cornices, entablatures, bell courses, corbels, terra cotta trim, wall facings and similar decorative features should be in good, safe condition and properly secured.
- ❑ **Exterior Space.** The area around each property should be maintained to divert water away from buildings. Grass or other ground cover should be in place to prevent erosion. Sidewalks, parking areas and driveways of concrete, asphalt, pavers or similar surfaces should be properly maintained. Exterior steps should be safe and in good condition.
- ❑ **Fence and Walls.** They should be firmly anchored in the ground and in good condition.
- ❑ **Yards.** They should be free of overgrown grass and debris. Grass should not exceed the height of eight inches. All plants should be free of decay or disease and properly pruned.
- ❑ **Occupancy.** Temporary buildings, trailers, recreation vehicles, tents, or garages cannot be used as residences.

- ❑ **Storage.** Outdoor storage of any kind is prohibited, with limited exceptions.
- ❑ **Drainage.** Property should be graded to prevent unwanted pooling of water..
- ❑ **Drainage Swales.** These must be maintained and kept clear of materials that could prevent proper drainage flow.
- ❑ **Junk or Inoperable Vehicles.** Properties should be free of visible junk and inoperable or unlicensed vehicles.
- ❑ **Exterior Stairways.** They should be safe and free of holes, cracks and rot. They should have treads of uniform width and risers of uniform height. Handrails should be firmly fastened. They must comply with provisions of the Montgomery County Building Code.

ADDITIONAL CONSIDERATIONS FOR BUSINESS AND INDUSTRY:

- ❑ **Traffic Markings.** These must be visible and maintained.
- ❑ **Conduct of Business.** All business activity except for off-street loading should be conducted in a completely enclosed building. Garbage containers and dumpsters must be screened from view. Materials, including inoperable vehicles, must be stored in a building (see the City of Moraine Zoning Resolution for exceptions; there are many).
- ❑ **Exterior Light Fixtures.** They should be maintained and operable..