



City of Blue Ash  
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City Manager

# City of Blue Ash Property Maintenance Checklist

## **Purpose of the Exterior Checklist:**

This checklist will assist you in evaluating the exterior condition of your property. It will help you determine what types of exterior repairs may be needed in order to maintain it in accordance with City codes.

## **Chimney**

Are there bricks or mortar missing?

## **Roof**

Does it leak?

Are there shingles missing?

## **Gutters and Downspouts**

Do they need to be painted or repaired?

Do they drain away from the building without causing a water run off problem for other properties?

## **Exterior Walls**

Do they have any holes or cracks?

Is there missing or deteriorated siding?

Are they in need of paint?

Is the siding in need of cleaning?

Does the retaining wall have cracks or in need of repair?

## **Foundation**

Are there any holes or cracks?

Do the walls look shifted or bulged?

## **Exterior Lights**

Do the exterior light fixtures and receptacles work?

## **Porches**

Do the steps need to be repaired or replaced?

Do the floor boards need repair?

Do the railings need to be repaired?

## **Exterior Doors**

Are they weather tight?

Do they need to be painted?

## **Garage or Shed**

Is it in good repair?

Does it need painted?

Does the siding need to be cleaned?



# City of Blue Ash

## Property Maintenance Checklist

### Windows

- Are they weather tight?
- Is any of the glass broken?
- Do they operate properly?
- Do the screens need to be repaired or replaced?
- Do the sashes and/or trim need to be repaired?

### Yard

- Is the fence in good repair?
- Is the fence in need of paint?
- Is the yard free of trash, garbage, rubbish, and yard waste (tree limbs, sticks, etc.)?
- Is the grass in the yard less than 8 inches high?
- Do branches from any of the shrubs or trees hang over the sidewalk?
- Are branches from the trees higher than 10 feet above the sidewalks?
- Are the vehicles currently licensed, tagged and operable?
- Are the vehicles parked on a paved surface?
- Is there excessive accumulation of animal waste?
- Are trash containers screened from view from any street or neighboring property?

### Hard Surfaces, walkways and driveways

- Are all surfaces, such as concrete and asphalt in good repair and not deteriorating to the extent that it would be a safety hazard?

If you have additional questions regarding property maintenance compliance, please contact Richard Dole, Community Development Program Administrator at (513) 745-8542.