

## Appendix: M

# MAINTENANCE CHECKLIST - EXTERIOR PROPERTY AREA

### Sanitation

- Accumulation of litter, garbage or waste

### Grading/Drainage

- Areas of erosion
- Low areas allowing ponding of stagnant water
- Discharging storm water directly on public streets or neighboring property

### Sidewalks/Driveways

- Significant cracks in pavement
- Broken areas
- Uneven slabs creating a possible trip hazard

### Accessory Structures: fences, detached garages, barriers, mailboxes, or retaining walls

- Structurally sound
- Peeling or flaking paint
- Rusting surfaces
- Missing or unsecured components

### Lawns

- Weeds more than 10%

- Dead lawn or significant bare patches

#### Landscaped Areas

- Dead trees or shrubs
- Low hanging branches over walkways, driveways, or street
- Unkempt landscaped areas
- Vegetation blocking fire connections, swales, storm water inlets and utility facilities
- Vegetation blocking walkways, doorways, and windows
- Diseased vegetation

#### Vegetable Gardens

- Weedy
- Abandoned
- Adequate buffering from neighboring property

#### Street Numbers

- Visible from the street and at least 3 inches in height

#### Exterior – General

- Peeling, flaking paint
- Fading stain
- Exterior finishes with holes/breaks
- Deterioration
- Missing or unsecured components

#### Foundation Walls

- Cracks/breaks

- Tuckpointing

### Windows and Doors

- Glass with cracks and breaks
- Trim with deterioration
- Peeling and flaking paint

### Roofs

- Loose shingles
- Worn, missing, or unsecured roofing materials
- Flashing
- Fascia & Soffits

### Drainage

- Gutters and downspouts with disconnected, unsecured and missing sections
- Guttering with an accumulation of leaves

### Chimneys

- Tuckpointing
- Plumb

### Porches/Decks

- Handrails and guardrails
- Stairways

- Flooring
- Structural members