

2021 Building Department Exterior Property Maintenance Schedule

Glenview Even	Week 1
Glenview Odd	Week 2
Lee Heights Odd	Week 3
Lee Heights Even	Week 4
Cricket	Week 5
Hickory	Week 6
Larkspur	Week 7
Preston	Week 8
Cinema Park	Week 9

Lanbury Even	Week 1
Lanbury Odd	Week 2
Gladstone Even	Week 3
Gladstone Odd	Week 3
Shakerwood Even	Week 4
Shakerwood Odd	Week 4
Balfour	Week 5
East Gladstone	Week 5
Felch Even	Week 6
Felch Odd	Week 7
Jennings	Week 8
McCann	Week 9

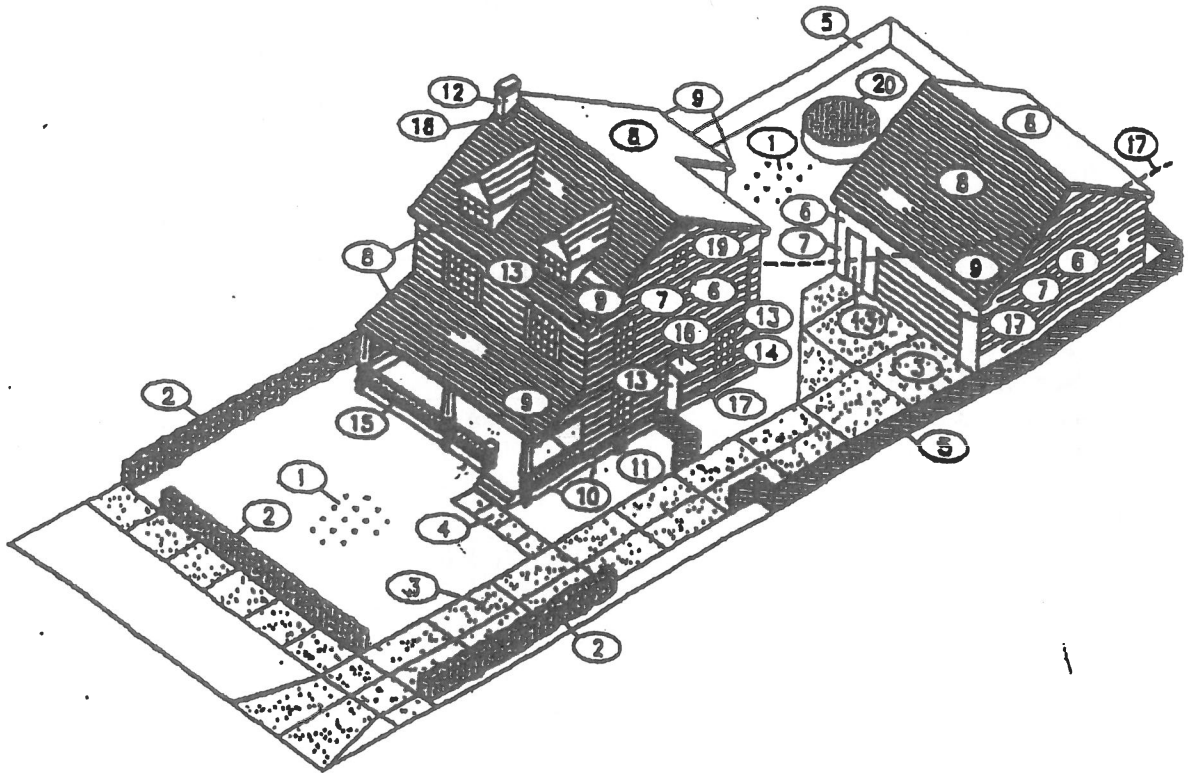
Holiday	Week 1
Shadywood	Week 2
Brookton	Week 3
Montville	Week 4
Glenmere	Week 4
Hillcroft	Week 5
Donover	Week 6
Longman	Week 7
Stone's Throw	Week 8
Emery Woods	Week 9

Week 1	April 12 th - April 16 th
Week 2	May 10 th - May 14 th
Week 3	June 7 th - June 11 th
Week 4	July 5 th - July 9 th
Week 5	August 2 nd - August 6 th
Week 6	August 30 th - September 3 rd
Week 7	September 27 th - October 1 st
Week 8	October 25 th - October 29 th
Week 9	November 15 th - November 19 th

Schedule may vary due to weather. See reverse side for home inspection guide.

Any Questions? Contact the Building Department at (216) 587-1230.

EXTERIOR HOUSING INSPECTION CHECKLIST



KEYNOTES

- ① **YARD AREA** — Check for lawn overgrowth, noxious weeds, insect and rodent harborage, diseased trees, debris and litter. Check discarded auto parts, improper storage of firewood and immobilized vehicles.
- ② **SHRUBBERY** — Check for overgrowth and ensure adequate clearance with public right of way and driveways.
- ③ **DRIVEWAY** — Check for severely spalled, uneven, or broken concrete or asphalt.
- ④ **PRIVATE SIDEWALK** — Check for severely spalled or cracked concrete and raised or sunken slabs.
- ⑤ **FENCE** — Check for structural stability, general appearance, and zoning code compliance.
- ⑥ **PAINT** — Check for extensive blistering, peeling, or shabby appearance. Look for deteriorated and broken caulking.
- ⑦ **SIDING AND TRIM** — Check siding and trim for damage, decay or in need of cleaning.
- ⑧ **ROOFS** — Check for damaged, missing or loose shingles and damaged flashing.
- ⑨ **GUTTERS AND DOWNSPOUTS** — Check connection to drainage system and inspect condition of material composition of gutters and downspouts.
- ⑩ **FOUNDATIONS ABOVE GRADE (MASONRY)** — Check for defective block (concrete) or brick. Check steps and stoops for cracks, spalling, or improper anchorage. Check for weather tight mortar joints. (Openings for piping, wiring, etc...must be weather tight)
- ⑪ **WINDOW WELLS** — Check for blockage of drains and inspect general condition of walls.
- ⑫ **CHIMNEY** — Check joints, flashing, weather wash and draft detectors.
- ⑬ **DOORS AND WINDOWS** — Check units for proper glazing. Remove crumbling caulking, clean and apply new caulking where doors and windows meet siding or brick. Replace damaged or weathered drip caps. Check for broken or cracked windowpanes.
- ⑭ **SCREENING** — Check for torn or unfastened screening.
- ⑮ **PORCHES** — Check general condition of porch, decks, ceilings and railings. Secure all loose handrails, install new lattice where foundations are open.
- ⑯ **CANOPIES** — Check where canopy meets structure for open joints. Check for deterioration of wood parts and loose flashing.
- ⑰ **ELECTRICAL WIRING** — Check exterior fixtures and outlets for waterproof construction. Check for proper clearance of overhead wiring and inspect for proper connection. Replace all defective and worn electrical lights and receptacles.
- ⑱ **FLASHING** — Examine for looseness between chimney, roof, and flashing materials.
- ⑲ **LOUVERS** — Should be open for ventilation but screened to keep out insects. Remove leaves, check caulking.
- ⑳ **SWIMMING POOLS** — If a family swimming pool is to be installed, a permit must first be obtained from the Building Department. Existing pools will be checked for safety regulations and cleanliness.