

WHY A CODE?

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

WHO’S AFFECTED?

All owners of premises of structures with Butler Township-whether used for human habitation, commercial or industrial purposes-must comply with the Property Maintenance Code.

WHO ENFORCES THE CODE?

The Township Trustees have designated the Township Administrator to authorize the Code Enforcement Officer to enforce the Property Maintenance Code.

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 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 may be 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 maintenance 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 difficult or 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’s 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 don’t have your best interests in mind. Contact the Better Business Bureau if you feel uncomfortable about hiring someone.

Some home improvements may require a permit from Butler Township, like a room addition. If you’re about to make improvements or repairs and wonder if it requires a permit, contact the Township for advice.

Thanks for your cooperation. Together, we can continue to make Butler Township one of the finest communities in the Miami Valley.

A checklist of property maintenance requirements in Butler Township



BUTLER TOWNSHIP
8524 North Dixie Drive
Dayton, Ohio 45414

Administrative Offices 898-6735

This brochure is provided for your information.

If this box is checked, certain deficiencies have been observed on your property. Please refer to the special instructions on the inside page.

Special Instructions

This pamphlet generally outlines the requirements of Butler Township’s Property Maintenance Code. If it has been filled out by a Code Enforcement Officer, it identifies certain maintenance needs that have been observed on your property.

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.

We appreciate your compliance with these important community regulations.

If you have questions or comments, please call us at 898-6735. We’re happy to address your concerns.

Inspection completed by:

On: _____

Please comply by: _____

Notes: _____

Maintenance Checklist

Please use this checklist to evaluate your property. If items have been checked of by one of our Code Enforcement Officers, please make the repairs or improvements indicated.

- 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. Roof drainage should be adequate.
- Gutters.** Rain gutters, down spouts 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 coating materials should be free of lead.
- Basement.** It should be sound and maintained to prevent the entrance of rodents, rain or water run-off.
- 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. Yard-walks, parking areas and driveways of concrete, asphalt, pavers or similar surfaces should be properly maintained. Exterior steps should be safe and in good conditions.
- Fences 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 a height of eight inches. All plants should be free of decay or disease and properly pruned.
- Storage.** Outdoor storage of any kind is prohibited, with limited exceptions.
- Occupancy.** Temporary buildings, trailers, recreational vehicles, tents or garages cannot be used as residences.



- 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 dumpster must be screened from view. Materials, including inoperable vehicles, must be stored in a building. (See Butler Township Zoning Resolution for exceptions.)
- Exterior Light Fixtures.** They should be maintained and operable.