



Exterior Maintenance Inspection Program

The City of Richmond Heights requires an Exterior Home Inspection prior to any Home Transfer.

- We believe that the best time to arrange said inspection is at the time when one makes the decision to sell a property and before the sale price is established. The results of the inspection may, in some cases, impact the sale price.
- The results of the inspection do not expire at a set time if the property does not sell immediately.
- There is no fee for this inspection.
- This is not a Point of Sale Inspection. (There is NO interior inspection.)
- This inspection is limited to the exterior property areas only.
- This inspection will then generate an Exterior Property Maintenance Report.
- This inspection notifies both the Seller and, if applicable, the Buyer of any current violations on the inspected property.

Addressing Exterior Property Maintenance Report and Any Associated Violations:

Option 1:

1. The Seller makes all of the required repairs prior to the transfer of the property. As a result of this action, a statement/email would be issued stating that there are no violations.

Option 2:

1. The Seller does not make the repairs prior to the transfer of the property.
2. There is no escrow money held by the City of Richmond Heights for any violations.
3. An affidavit is required to be signed and notarized by the purchaser/new owner verifying that they are aware of any current violations on the home as enumerated on the violation report.
4. By signing the affidavit the purchaser agrees to make all of the necessary repairs as described in the Violation Report by a pre-determined target date.

IMPORTANT PROGRAM FEATURES TO KEEP IN MIND

- There is no cost for this Exterior Inspection;
- There is no interior inspection, so no appointment is necessary;
- Repairs are NOT required to be made before the Title is transferred – the only immediate need is for the buyer to sign the affidavit acknowledging receipt of the inspection results;

EXTERIOR MAINTENANCE INSPECTION CHECKLIST

Exterior inspections include but may not be limited to the following features;

- Are the address numbers clearly visible and legible;
- The condition of the concrete or asphalt paving in the driveway and at the connection to the public street (apron);
- The condition of other paved surfaces, such as sidewalks, porches or patios;
- The condition and appearance of any masonry, such as the foundation brick/block, porches and steps, facebrick and the condition of the masonry chimney. We also check for serious stains on said masonry from paint washing/eroding off surrounding surfaces, excessive paint smears or drips resulting from the painting of windows or trims, or stains resulting from poor workmanship on prior masonry, or roof repairs;
- The general condition of the roof, including missing or damaged shingles or flashings.
- The condition of maintenance of any wood siding; window, door or roof trims, wood doors, the overhead garage door and the condition of the windows and glazing - particularly wood windows;
- The general cleanliness/orderliness of the exterior property areas – the yard, sheds or other structures, swimming pools or ponds, fences and gates, flower beds/gardens and other property features; (abandoned or obsolete pools must be removed.)
- The presence of dead trees, old tree stumps or stumps from bushes and shrubbery that no longer exist;
- The condition of the gutters and downspouts, including the method of removing the storm water from the site.
- Sanitary and Storm Sewers are required to be dye-tested on all homes constructed prior to 1990 and in special cases where problems are suspected. The County Department of Public Works performs the dye test at no cost to the home owner. Call the City Building Department for more information and to arrange the test.