

EXTERIOR PROPERTY MAINTENANCE ORDINANCE



**VILLAGE OF COVINGTON, OHIO
ADOPTED: September 7, 2021
ORDINANCE 21-21**

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CHAPTER 1 - ADMINISTRATION

SECTION 101 - GENERAL

- 101.01 Title.** These regulations shall be known as the *Village of Covington Exterior Property Maintenance Ordinance*, hereinafter referred to as "this Ordinance."
- 101.02 Scope.** The provisions of this code shall apply to all existing residential and non-residential structures and all existing premises and constitute minimum requirements and standards for premises, structures, equipment and facilities within the incorporated area of the Village of Covington; the responsibility of owners, operators and occupants; and for administration, enforcement and penalties.
- 101.03 Intent.** This Ordinance shall be construed to secure its expressed intent, which is to ensure public health, safety and welfare insofar as they are affected by the continued occupancy and maintenance of structures and premises. Existing structures and premises that do not comply with these provisions shall be altered or repaired to provide a minimum level of health and safety as required herein. Repairs, alterations, additions to and changes of occupancy in existing buildings shall comply with all applicable Codes and Standards.
- 101.04 Severability.** If a section, subsection, sentence, clause or phrase of this Ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

SECTION 102 - APPLICABILITY

- 102.01 General.** The provisions of this Ordinance shall apply to all matters affecting or relating to structures and premises, as set forth in **Section 101**. Where, in a specific case, different sections of this Ordinance specify different requirements, the most restrictive shall govern.
- 102.02 Maintenance.** Equipment, systems, devices, and safeguards required by this Ordinance or a previous regulation or code under which the structure or premises was constructed, altered or repaired shall be maintained in good working order. No owner, operator or occupant shall cause any service, facility, equipment, or utility which is required under this section to be removed from or shut off from or discontinued for any occupied dwelling, except for such temporary interruption as necessary while repairs or alterations are in progress. The requirements of this Ordinance are not intended to provide the basis for removal or abrogation of fire protection or safety systems and devices in existing structures. Except as otherwise specified herein, the owner or the owner's designated agent shall be responsible for the maintenance of buildings, structures, and premises.
- 102.03 Application of Other Codes.** Repairs, additions or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of all applicable Codes and Standards. Nothing in this Ordinance shall be construed to cancel, modify, or set aside any provision of any existing Codes.
- 102.04 Existing Remedies.** The provisions in this Ordinance shall not be construed to abolish or impair existing remedies of the Village of Covington or its officers or agencies relating to the removal or demolition of any structure which is dangerous, insecure, unsafe, or unsanitary.

- 102.05 Workmanship.** Repairs, maintenance work, alterations or installations which are caused directly or indirectly by the enforcement of this Ordinance shall be executed and installed in a workmanlike manner and installed substantially in accordance with the manufacturer's installation instructions.
- 102.06 Historic Buildings.** The provisions of this Ordinance shall not be mandatory for existing buildings or structures designated on the historic register when such buildings or structures are judged by the code official to be safe and in the public interest of health, safety and welfare.
- 102.07 Referenced Codes and Standards.** The codes and standards referenced in this Ordinance shall be considered part of the requirements of this Ordinance to the prescribed extent of each such reference. Where differences occur between provisions of this Ordinance and the referenced standards, the provisions of this Ordinance to the extent permitted by law, shall apply.

SECTION 103 - PROPERTY MAINTENANCE INSPECTION

- 103.01 General.** The Administration Department or its successor shall be responsible for the enforcement and application of this Ordinance. The Village Administrator or respective successor if the department name is changed shall be the official in-charge.
- 103.02 Inspectors.** The Village Administrator shall appoint inspectors in such numbers as it deems necessary to perform the duties required by this Ordinance. These inspectors shall report to the Village Administrator.

SECTION 104 - DUTIES AND POWERS OF THE CODE OFFICIAL

- 104.01 General.** The Village Administrator and the inspectors assigned to the Administration Department shall enforce the provisions of this Ordinance.
- 104.02 Interpretation Authority.** The Village Administrator shall have authority to interpret and implement the provisions of this Ordinance; to secure the intent thereof; and to designate requirements applicable because of local climatic or other conditions.
- 104.03 Inspections.** The Village Administrator and/or inspectors assigned to the Administration Department shall make all of the required inspections or shall accept reports of inspection by approved agencies or individuals. All reports of such inspections by agencies outside of the Village of Covington shall be in writing and be certified by an officer of such approved agency or by the responsible individual. The Village Administrator is authorized to engage experts as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the Village of Covington Mayor.
- 104.04 Identification.** The Village Administrator and inspectors assigned to the Administration Department shall carry proper identification when inspecting structures or premises in the performance of their duties under this Ordinance.
- 104.05 Notices and orders.** The Village Administrator and inspectors assigned shall issue all necessary notices or orders to ensure compliance with this Ordinance.
- 104.06 Department Records.** The Village Administrator shall keep official records of all business and activities of the Administration Department which relate to this Ordinance. Such records shall be retained in the official records in such manner and for so long as is required by Covington's retention policy.

SECTION 105 - NOTICE OF VIOLATION

105.01 Civil Offense. It shall be a civil offense for a person, firm or corporation to be in conflict with or in violation of any of the provisions of this Ordinance.

105.02 Notice of Violation. The Village Administrator and/or inspectors shall serve a Notice of Violation (hereinafter referred to as "Notice" or "Notice of Violation") on all persons, firms, or corporations found to be in conflict with or in violation of any of the provisions of this Ordinance.

105.03 Form of Notice of Violation. Whenever the Village Administrator and/or inspectors determines that there has been a violation of this Ordinance or has grounds to believe that a violation has occurred, notice shall be given in accordance with all the following:

- A. The Notice must be in writing; and
- B. The Notice shall be sent to the person, firm, or corporation listed by the Miami County Auditor's Office as owner of the property at issue; and
- C. The Notice must include a description of the property at issue which description is sufficient for identification purposes; and
- D. The Notice must include a statement of the violation or violations determined to exist on the property with specific references to the section or sections of this Ordinance alleged to have been violated; and
- E. The Notice must include a description of the corrective action which must be taken to bring the property into compliance with the provisions of this Ordinance; and
- F. The Notice must include a deadline by which time the person receiving the Notice shall be required to take the necessary corrective action required to bring the property into compliance with the provisions of this Ordinance.
- G. The notice must include the amount of civil fine that will be assessed if the corrective action is not taken by the deadline (or any extension obtained as provided in **Section 105.05** of this Ordinance)

105.04 Method of Service. The Notice of Violation shall be deemed to be properly served if a copy thereof is:

- A. Delivered personally; or
- B. Sent by certified or first-class mail addressed to the owner of the property at issue at the address of the property; or
- C. Sent by certified or first-class mail addressed to the owner of the property at issue at the address listed as the owner's tax mailing address by the Miami County Auditor; or
- D. Sent by certified or first-class mail addressed to the owner of the property at issue at the owner's last known address; or

- E. Posted in a conspicuous place on or about the property at issue if another method of delivery of the Notice is returned showing that the Notice was not delivered.

105.05 Extension of Compliance Deadline. For good cause shown, the Village Administrator may, at his/her sole discretion, extend the deadline previously stated in the Notice of Violation for corrective action to bring a property into compliance. In the event such an extension is granted, the Village Administrator shall notify the owner of the property at issue of the extension in the same form and pursuant to the same method of service required by **Sections 105.03 and 105.04** of this code.

Any such notice of extension shall specifically state the revised deadline by which time the person receiving the extension shall be required to take the necessary corrective action required to bring the property into compliance with the provisions of this Ordinance.

SECTION 106 - CIVIL CITATIONS

106.01 Civil Citation Issued. If a person, firm, or corporation to whom a Notice of Violation has been served does not bring the property at issue into compliance with the provisions of this Ordinance by the deadline established in the Notice of Violation or by the granted deadline extension, if any, such person shall be issued a Civil Citation (hereinafter referred to as "Citation" or "Civil Citation").

106.02 Form of Civil Citation. Civil Citations issued for a failure to comply with the Notice of Violation by the deadline established therein, or by the granted deadline extension, if any, must be given in accordance with all of the following:

- A. The Citation must be in writing on a form specifically designated as a Civil Citation form;
- B. The Citation must include a statement advising the person charged that he/she must answer the citation within fourteen (14) days after the date on which the Citation is served upon him/her;
- C. The Citation must include a statement indicating the allowable answers that may be made and that the person will be afforded a court hearing if he/she denies committing the violation;
- D. The Citation must include a statement specifying that the answer must be made in person, or by mail, to the Village of Covington Fiscal Officer;
- E. The Citation must include a statement indicating the amount of the fine arising from the violation;
- F. The Citation must include a statement advising the person of the violation charged, and the date, time and place of the violation charged; and
- G. The Citation must include the signature and affirmation of the Village of Covington Police Officer if any, who issued the Citation.

106.03 Method of Service. The Civil Citation shall be deemed to be properly served if it is:

- A. Delivered personally by the bailiff for the Miami County Municipal Court or any other person not less than 18 years of age, who is not a party and has been designated by order of the municipal court to make personal service; or
- B. Sent by certified or express mail, return receipt requested with instructions to the delivering postal employee to show to whom it was delivered, the date of delivery, and the address where it was delivered, addressed to the owner of the property at issue at the address listed as the owner's tax mailing address maintained by the Miami County Auditor; or
- C. Sent by certified or express mail, return receipt requested with instructions to the delivering postal employee to show to whom it was delivered, the date of delivery, and the address where it was delivered, to the owner of the property at issue at the owner's last known address; or
- D. Delivered personally to the usual place of residence of the owner of the property at issue to the owner or some person of suitable age and discretion then residing at that residence by the bailiff of the Miami County Municipal Court or any other person not less than 18 years of age, who is not a party and has been designated by order of the municipal court to make residence service; or
- E. Any other method of service permitted by the Ohio Rules of Civil Procedure.

SECTION 107 - PERMISSIBLE ANSWERS TO CIVIL CITATION

107.01 Permissible Answers. Any person, firm, or corporation to whom a Civil Citation has been served may answer said Citation in one of the following ways:

- A. Admission that the person, firm, or corporation committed the violation charged, filed in the manner and within the time permitted by **Section 108** of this code; or
- B. Express denial of the violations charged by the person, firm, or corporation charged, filed in the manner and within the time permitted by **Section 109** of this code; or
- C. Implicit denial of the violations charged by the failure of the person, firm, or corporation charged to file an answer or pay the fine set forth in the Civil Citation within the time permitted by **Sections 108 and 109** of this code.

SECTION 108 - ADMISSION OF VIOLATIONS CHARGED IN CIVIL CITATION

108.01 Admission of Guilt. Persons, firm, or corporations served with Civil Citations may admit commission of the violations charged by paying the fine set forth in the Civil Citation as required by **Sections 108.02 and 108.03** of this code.

108.02 Admission of Guilt of Violations Charged in Civil Citations & Payment of Fine by Hand Delivery. Persons, firms, or corporations served with Civil Citations may admit the violations charged in the Civil Citation by paying the fine or fines set forth in the Civil Citation in person to the Village Fiscal Officer. Such payments must be hand-delivered within fourteen (14) days of the date that the Civil Citation was served upon such person, firm, or corporation.

108.03 Admission of Guilt of Violations Charged in Civil Citations & Payment of Fine by Mail. Persons, firms, or corporations served with Civil Citations may admit the violations charged in the Civil Citation by paying the fine or fines set forth in the Civil

Citation by mailing the payment, postage prepaid, to the Village of Covington Fiscal Officer, 1 S. High Street, Covington, OH 45318. Such admissions/payments must be received by the Fiscal Officer no later than fourteen (14) days after the date that the Civil Citation was served upon such person, firm, or corporation.

108.04 Effect of Admission and Payment of Fine. Persons, firms, or corporations who admit guilt as to the violation charged in a Civil Citation issued against them and who pay the fine set forth in the Citation are in no way absolved from resolving, removing, repairing, or otherwise abating the condition which resulted in the issuance of the Civil Citation. If such persons, firms, or corporations fail to resolve, remove, repair, or otherwise abate that condition, Village of Covington may continue to issue Civil Citations each day it determines that the condition continues to violate the provisions of this code. Civil Citations issued for such continuing, unresolved violations of this code need not be preceded by additional Notices of Violation as the initial Notice of Violation shall suffice to notify the person, firm, or corporation involved as to the nature of the violation charged. Further, the admission of guilt and payment of the fines set forth in the Civil Citation shall in no way preclude the Village of Covington Council from instituting, by and through its Law Director or otherwise, appropriate action to enjoin, restrain, correct or abate a violation, or to prevent illegal occupancy of a building, structure or premises, or to stop an illegal act, conduct, business or utilization of the building, structure or premises.

SECTION 109 - EXPRESS DENIAL OF VIOLATION CHARGED IN CIVIL CITATION

109.01 Express Denial of Violation Charged in Civil Citations & Hand Delivery of Denial. Persons, firms, or corporations served with Civil Citations may deny the violation charged in the Civil Citation by expressly denying the violation in writing and presenting the denial in person to the Village of Covington Fiscal Officer. Such denials must be hand-delivered within fourteen (14) days of the date that the Civil Citation was served upon such person, firm, or corporation.

109.02 Express Denial of Violation Charged in Civil Citations & Mailing of Denial. Persons, firms, or corporations served with Civil Citations may deny the violations charged in the Civil Citation by expressly denying the violations in writing and by delivering or mailing the denial, postage prepaid, to the Village of Covington Fiscal Officer, 1 S. High Street, Covington, OH 45318. Such denials must be received by the Fiscal Officer no later than fourteen (14) days after the date that the Civil Citation was served upon such person, firm, or corporation.

SECTION 110 - IMPLICIT DENIAL OF VIOLATIONS CHARGED IN CIVIL CITATION

110.01 Implicit Denial of Violations. Persons, firms, or corporations who fail to either expressly deny the violation charged in the Civil Citation issued against them in the manner and within the time permitted by **Section 109** of this code or who fail to admit the violations charged in the Civil Citation issued against them by paying the fine or fines set forth in the Civil Citation in the manner and within the time permitted by **Section 108** of this code shall be deemed to have denied the violation charged.

SECTION 111 – BOARD OF ZONING APPEALS PROCEEDINGS

111.01 Formal Request for a Hearing. Within fourteen (14) days of the date of receipt of Notice of Violation, the person may request a hearing before the Board of Zoning Appeals by filing a written request with the Zoning Inspector.

111.02 Board of Zoning Appeals Hearings. The appeal shall be heard at the next regularly scheduled meeting of the Board of Zoning Appeals; allowing at least five (5) days notice to the party and the Zoning Inspector.

111.03 Board of Zoning Appeals Findings. The Board of Zoning Appeals shall consider the following in determining appropriate action to be taken:

- A. The Board of Zoning Appeals may sustain, modify, or dismiss, in whole or in part, any action required to correct or abate the violation set forth in the Notice and shall issue an Order incorporating its determinations, and such Order shall be a Final Order as to these administrative proceedings.
- B. Any modification of the original order of the Zoning Inspector shall not, in any material way, alter the standards of this Code and shall not affect detrimentally the health or safety of occupants, or the health, safety, or welfare of the occupants of owners of adjacent premises or of the immediate neighborhood;
- C. That strict enforcement would constitute an undue and unnecessary hardship on the owner, manager, or resident by reason of compelling an expenditure for repair of the premises which would substantially disproportionate any benefit to the health, safety, or welfare of the community that might be derived therefrom.

SECTION 112 - APPEAL PROCESS

112.01 Appeal. Persons, firms, or corporations wishing to appeal an adverse determination by the Board of Zoning Appeals may file an appeal with the Common Pleas Court within thirty (30) days after the judgment according to ORC 2506.

SECTION 113 - PENALTIES AND FINES

113.01 Violation Penalties. Any person, firm, or corporation who violates a provision of this codeshall be issued a Civil Citation in the following amounts:

- A. In the amount of one hundred dollars (\$100.00) for the first offense;
- B. In the amount of two hundred fifty dollars (\$250.00) for the second offense;
- C. In the amount of five hundred dollars (\$500.00) for the third offense;
- D. In the amount of one thousand dollars (\$1,000.00) for fourth and each subsequent offense.

113.02 Continuing Violations. Each day that a violation continues after due notice has been servedshall be deemed a separate offense.

SECTION 114 - ABATEMENT AND OTHER LAWFUL REMEDIES

114.01 Emergency Measures. Nothing in the provisions of this Ordinance shall prohibit the Village Administrator from taking any action authorized by law, without regard to the provisions of this Ordinance and regardless of whether the legal procedures herein describedhave been instituted, when, in his/her opinion, there is imminent danger of failure or collapse ofa building or structure which endangers life, or when any structure or part of a structure has failed and life is endangered by the

occupation of the structure, or when there is actual or potential danger to the building occupants or those in the proximity of any structure because of explosives, explosive fumes or vapors or the presence of toxic fumes, gases or materials, or operation of defective or dangerous equipment.

CHAPTER 2 DEFINITIONS

SECTION 201 - GENERAL

- 201.01 Scope.** Unless otherwise expressly stated, the following terms shall, for the purposes of this Ordinance, have the meanings shown in this chapter.
- 201.02 Interchangeability.** Words stated in the present tense include the future; words stated in the masculine gender include the feminine and neuter; the single number includes the plural, and the plural, the singular.
- 201.03 Terms not defined.** Where terms are not defined in this Ordinance the usual and customary definition shall apply.
- 201.04 Parts.** Whenever the words "dwelling unit", "dwelling", "premises", "building", or "story" are stated in this Ordinance, they shall be construed as though they were followed by the words "or any part thereof".

SECTION 202 - GENERAL DEFINITIONS

- 202.01 APPROVED.** Approved by the code official.
- 202.02 BUILDING CODE:** The most current edition of the State of Ohio Building Code, or such other code as may be officially designated by the Miami County Commissioners for the regulation of construction, alteration, addition, repair, removal, demolition, use, location, occupancy, and maintenance of all buildings and structures.
- 202.03 BASEMENT.** That portion of a building which is partly or completely below grade.
- 202.04 CIVIL CITATION.** Citation issued pursuant to **Section 106** of this code.
- 202.05 COURTESY NOTICE.** A letter, pamphlet, or other informational item informing a property owner of a concern on their property and a timeframe to come into compliance. This notice is given with the intent to inform and educate property owners of the Ordinance and general or specific issues but is not considered a formal violation notice. This notice is not mandatory and is provided only at the discretion of the Administrator or Inspector.
- 202.06 DETERIORATION.** To weaken, disintegrate, corrode, rust or decay and lose effectiveness.
- 202.07 DWELLING UNIT.** A single unit providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking, and sanitation.
- 202.08 EASEMENT.** An interest in land or property reserved for present or future use by a person or agency other than legal fee owner(s) of the property. The easement shall be permitted to be for use under, on or above a property.
- 202.10 EXTERIOR PROPERTY.** The open space on the premises and on adjoining property

under the control of owners or operators of such premises. Exterior Property shall include such open areas as carports and other storage areas open and visible to passersby.

202.11 EXTERMINATION. The control and elimination of insects, rats or other pests by eliminating their harborage places; by removing or making inaccessible materials that serves as their food; by spraying, fumigating, and trapping or by any other approved pest elimination method.

202.12 GARBAGE. The animal or vegetable waste resulting from the handling, preparation, cooking, and consumption of food.

202.13 IMMINENT DANGER. A condition which could cause serious or life-threatening injury or death at any time.

202.14 INFESTATION. The presence, within or contiguous to, a structure or premises of insects, rats, vermin, or other pests.

202.15 INOPERABLE. Vehicles shall be deemed to be inoperable when they meet any of the following criteria:

- A. Not capable of moving in forward or reverse under its own power and or not capable of being legally operated on a public roadway, or waterway in the case of boats and other watercraft; or
- B. Any vehicle or motor vehicle which cannot be legally operated on public streets or highways by reason of lacking the equipment required by State Motor Vehicle Code and /or other laws of the State of Ohio; or
- C. Any vehicle or motor vehicle which is not currently licensed, or for which the vehicle registration has expired, or which is not capable of being licensed for operation upon the public streets and highways under the provisions of the State Motor Vehicle Code, or other applicable provisions of the laws of the State of Ohio.

202.16 INSPECTORS. Persons authorized by the Village Administrator. Inspectors are charged with initial administration and enforcement of this Ordinance, under the direction and supervision of the Village Administrator.

202.17 JUNK OR UNLICENSED VEHICLE. A vehicle, including but not limited to collector's vehicles, cars, trucks, buses, trailers, and boats, shall be deemed a junk or inoperable vehicle whenever all the following occurs:

- Three model years old, or older;
- Apparently inoperable;
- Extensively damaged, including, but not limited to, missing wheels, tires, engine, or transmission.

202.18 NEGLECT. The lack of proper maintenance for a building or structure.

202.19 NOTICE OF VIOLATION. A written notice which complies with **Section 105** of this

Ordinance.

- 202.20 NOXIOUS WEED.** Any plant or plant product that can directly or indirectly injure or cause damage to crops (including nursery stock or plant products), livestock, poultry, or other interest of agriculture, irrigation, navigation, the natural resources of the United States, the public health, or the environment.
- 202.21 OCCUPANCY.** The purpose for which a building or portion thereof is utilized or occupied.
- 202.22 OCCUPANT.** Any individual living or sleeping in a building or having possession of a space within a building.
- 202.23 OPENABLE AREA.** That part of a window, skylight or which is available for unobstructed ventilation and which opens directly to the outdoors.
- 202.24 OPERATOR.** Any person who has charge, care or control of a structure or premises which is let or offered for occupancy.
- 202.25 OWNER.** Any person, agent, operator, firm, or corporation having a legal or equitable interest in the property; or recorded in the official records of the state or county as holding title to the property; or otherwise having control of the property, including the guardian of the estate of any such person, and the executor or administrator of the estate of such person if ordered to take possession of real property by a court.
- 202.26 PERSON.** An individual, corporation, partnership, or any group acting as a unit.
- 202.27 PREMISES.** A lot, plot or parcel of land, easement, or public way, including any structures thereon.
- 202.28 PUBLIC WAY.** Any street, alley, or similar parcel of land essentially unobstructed from the ground to the sky, which is deeded, dedicated or otherwise permanently available to the public for public use.
- 202.29 RECREATIONAL AND UTILITY VEHICLES AND EQUIPMENT.**

Vehicular, portable structures or objects designed and constructed to be used as temporary dwellings for travel, recreational and vacation uses, and utility uses, including:

A. Boat and Boat Trailers.

Boats, floats, and rafts, plus the customary equipment to transport same on streets and highways.

B. Motor Homes.

Self-propelled recreational vehicles constructed with permanently installed facilities for cold storage, cooking and consuming of food and for sleeping.

C. Travel Trailers.

Non-self-propelled recreational vehicles not exceeding an overall length of thirty-five (35) feet, exclusive of bumper and tongue or coupling, and including tent-type fold-out camping trailers as defined in Section 4517.01 (R) of the Revised Code of the State of Ohio as amended.

D. Truck Campers.

Non-self-propelled recreational vehicles, without wheels for road use, and designed to be placed upon and attached to a motor vehicle.

E. Utility Trailers.

Any non-self-propelled vehicle so designed, constructed, reconstructed, or added to by means of accessories in such manner as will permit the unit to be used to transport materials or goods.

202.30 RUBBISH. Combustible and noncombustible waste materials except garbage; the term shall include but not be limited too, the residue from burning of wood, coal, coke and other combustible materials; paper, rags, cartons, boxes, wood, excelsior, rubber, plastic, leather, tree branches, yard trimmings, tin cans, bottles, metals, mineral matter glass, crockery and dust and other similar materials. The term shall also include inoperable and broken appliances, electronics, discarded or broken furniture and household equipment and other general trash and debris.

202.31 SIGN. A name, identification, description, display or illustration which is affixed to or painted upon or represented directly or indirectly upon a building, structure or piece of land; or affixed to the glass on the outside or inside of a window so as to be seen from the outside of a building and which directs attention to an object, product, place, activity, person, institution, organization, or business.

202.32 STRUCTURE. That which is built or constructed on premises or a portion thereof.

202.33 SWALE. A low-lying or depressed area designed to direct water runoff across a property to an appropriate outlet.

202.34 SWIMMING POOL. Any structure intended for swimming or recreational bathing that is designed to hold or capable of holding water to a depth of more than thirty-six (36) inches. The water level depth is the level that water could reach before it spills out. This includes in-ground, above-ground and on-ground swimming pools, hot tubs, and spas.

202.35 TENANT. A person, corporation, partnership, or group: whether or not the legal owner of record, occupying a building or portion thereof as a unit.

202.36 VENTILATION. The natural or mechanical process of supplying conditioned or unconditioned air to, or removing air from, any space.

202.37 VILLAGE ADMINISTRATOR. The official who is charged with the administration and enforcement of this Ordinance, or any duly authorized representative.

202.38 WEEDS AND RANK VEGETATION. Any plants or shrubs exceeding eight (8)

inches in height, which are excessively vigorous in growth, malodorous and/or flagrant, or tends to chokeout plants that are more desirable and which does not include agricultural crops such as hay andpasture or vegetation planted for some useful or ornamental purpose.

202.39 WORKMANLIKE. Executed in a skilled manner, e.g., generally plumb, level, square, in line,undamaged and without marring adjacent work.

202.40 YARD. An open space on the same lot with a structure.

CHAPTER 3 - GENERAL REQUIREMENTS

SECTION 301 – GENERAL

- 301.01 Scope.** The provisions of this Ordinance shall govern the minimum conditions and the responsibilities of persons for maintenance of structures, equipment, and exterior property for all areas within the Village of Covington.
- 301.02 Responsibility.** The owner of the premises shall maintain the structures and exterior property in compliance with these requirements, except as otherwise provided for in this Ordinance. A person shall not occupy as owner-occupant or permit another person to occupy premises which are not in a sanitary and safe condition and which do not comply with the requirements of this code. Occupants of a dwelling unit are responsible for keeping in a clean, sanitary, and safe condition that part of the premises which they occupy and control.
- 301.03 Vacant Structures and Land.** All vacant structures and premises thereof or vacant land shall be maintained in a clean, safe, secure, and sanitary condition as provided herein so as not to cause a blighting problem or adversely affect the public health or safety.

SECTION 302 – EXTERIOR PROPERTY AREAS

- 302.01 Accessory Structures.** All accessory structures, including detached garages, fences and walls, shall be maintained structurally sound and in good repair, including, but not limited to, painting, replacement of broken or damaged boards or panels, replacement of missing or damaged components, and removal of any vegetation growing within, through or against such fence or structure that compromises the integrity of said fence or structure.
- 302.02 Commercial Vehicle Parking.** No commercial vehicle with a gross vehicle weight rated in excess of 10,000 pounds, based on manufacturer's federal identification decal or serial number, or any commercial vehicle more than seven (7) feet in height, may be parked on any residential lot, except for commercial vehicles making service calls or vehicles being used to move personal goods to or from a subject property.
- 302.03 Defacement of Property.** No person shall willfully or wantonly damage, mutilate or deface any exterior surface of any structure or building on any private or public property by placing thereon any marking, carving or graffiti. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.
- 302.04 Furniture.** No furniture intended, designed, or constructed primarily for indoor use may be stored outside, unless it is in a completely enclosed porch or patio room.
- 302.05 Junk, Inoperable or Unlicensed Vehicle.** No junk, inoperable or unlicensed vehicle shall be located on any property, except when stored within a completely enclosed

building or as part of a permitted vehicle salvage operation.

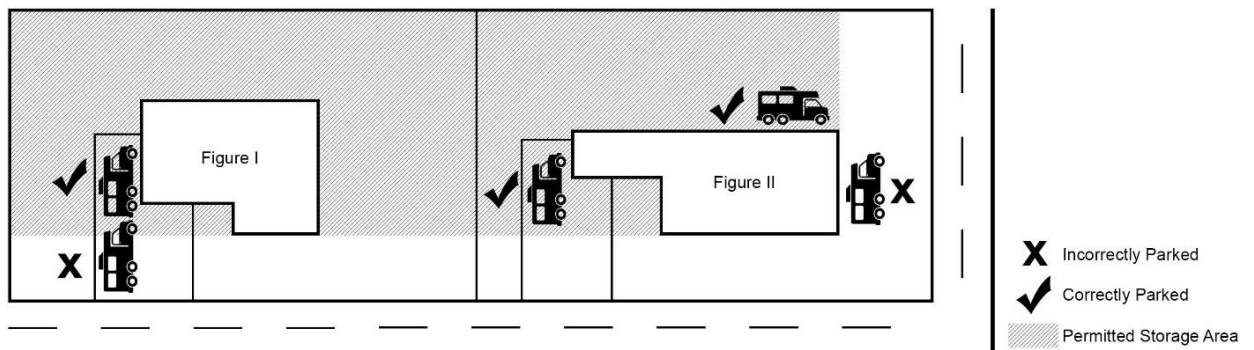
302.06 Light Fixtures, Exterior. Exterior lighting fixtures over steps, paths, walkways, courts, drives and parking lots shall be neatly maintained in operable condition and lighted for sufficient periods of time before and after business hours to provide for pedestrian and employee safety and property aimed so as not to shine on adjacent property per the Village of Covington Zoning Ordinance. Lighting shall follow the requirements of any approved lighting plan and or the Village of Covington Zoning Ordinance as may be applicable regarding illumination levels and color temperature limits.

302.07 Maintenance of Plantings. All plant materials, especially trees and shrubs, afflicted with decay, disease, insect infestation, or otherwise considered dangerous to other plant material shall be removed or appropriately treated. All sound plant materials, especially trees and shrubs, shall be properly maintained and not evidence signs of neglect.

302.08 Off-Street Parking. On all residential tracts (R-1, R-2, and R-3) all open off-street parking areas shall be graded and surfaced with bituminous concrete (asphalt), Portland cement concrete, brick, cobble-stone or similar hard surface, except a space required for recreational or camping equipment as described herein. Tracts with non-conforming gravel driveways may have gravel parking areas, but in no case shall a landscaped area (i.e., neither paved nor graveled) be used as an open off-street parking area.

302.09 Recreational Vehicles and Trailers, Boats, Camping Equipment and Utility Trailer Storage, hereinafter referred to as Recreational and Utility Vehicles and Equipment, is permitted subject to the following conditions:

- A. Parked or stored Recreational and Utility Vehicles and Equipment shall not have fixed connections to electricity, water, gas, or sanitary sewer facilities, and at no time shall this equipment be used for living or housekeeping purposes.
- B. If the Recreational and Utility Vehicles and Equipment is parked or stored outside a garage, it shall be parked or stored to the rear of a line which is an extension of the furthest front wall of the house (As shown in Figure I). On a corner lot, however, the Recreational and Utility Vehicles and Equipment may not be stored at any side of the house toward a street (As shown in Figure II). All Recreational and Utility Vehicles and Equipment shall cover no more than four hundred (400) square feet



of yard area, with a maximum of two (2) pieces of Recreational and Utility Vehicles and Equipment permitted. The vehicles and trailers must be registered to a resident of the respective property.

- C. Notwithstanding the provisions of subparagraph B, Recreational and Utility Vehicles and Equipment may be parked anywhere on the premises, for loading or unloading purposes, for a period of not more than two (2) forty-eight (48) hour intervals within any thirty (30) day period, with each forty-eight (48) hour interval beginning from the point when the vehicle or equipment is first placed on the property and ending forty-eight (48) hours later, regardless of whether the vehicle remained on the property for the entire forty-eight (48) hour interval with no more than two (2) intervals occurring within any thirty (30) day period, at which point the vehicle shall not be permitted at the front of the property until at least thirty (30) calendar days shall have passed, provided it is properly hitched for the entire forty-eight (48) hour interval to an operable and properly licensed vehicle capable of legally conveying said Recreational and Utility Vehicles and Equipment.
- D. All Recreational and Utility Vehicles and Equipment shall be kept in operable condition and good repair and carry a current year's license and registration. The ground area under and immediately surrounding where such Recreational and Utility Vehicles and Equipment is stored shall be maintained free of weeds, overgrowth, debris and mud. If the ground area on which the vehicles or equipment is stored cannot be maintained free of mud then the vehicles and equipment must be placed on a gravel or hard surface of pavers, concrete, or asphalt.

302.10 Rodent Harborage. All structures and exterior property shall be kept free from rodent harborage and infestation. Where rodents are found, they shall be promptly exterminated by approved processes which will not be injurious to human health. After extermination, proper precautions shall be taken to eliminate rodent harborage and prevent re-infestation.

302.11 Sanitation. All exterior property and premises shall be maintained in a clean, safe and sanitary condition. The occupant shall keep that part of the exterior property which such occupant occupies or controls in a clean and sanitary condition.

302.12 Storage. Except as provided for in other regulations of the Village, all outdoor storage of any kind shall be prohibited.

302.13 Swimming Pools. Swimming pools shall be properly maintained and treated to prevent the growth of algae and shall contain such operating circulation systems as to prevent stagnation of water or creation of an environment hospitable to the growth of mosquitos and other similar larvae. This provision is not intended to prevent the normal and customary enclosure of a pool during winter months. Pools shall be free of visible tears, missing or broken components, rust and other similar deterioration. Pools shall have and properly maintain any required fencing, covers, and locks as required per the zoning permit and/or Village of Covington Zoning Ordinance.

302.14 Traffic Markings. All traffic markings such as directional arrows, lane division lines,

parking space lines, stop signs, etc., shall be maintained so as to be clearly visible and easily recognized.

302.15 Vegetation Cutting Required. All grass, weeds, or rank vegetation shall be periodically cut and in no case shall exceed a height of eight (8) inches. This provision shall not apply to agricultural crops and fields being actively maintained for the production of hay and other agricultural products or lots in a floodplain district in excess of five (5) acres in area or lots within a public park or other area designated by a government jurisdiction as a wildlife or nature preserve, except that the area surrounding structures on such lots shall be cut and maintained.

302.16 Yards. All yards, courts, and lots shall be kept free of overgrown grasses, debris and other materials which may cause a fire, health, safety hazard, or general unsightliness. Yards shall be maintained free of barren or open areas of soil that may cause erosion or generation of dust. Yards shall be maintained with a vegetative cover of grass, rock, or other ornamental plants except for a well maintained and orderly garden actively used for the growth of food or other ornamental plants, forested areas with naturally occurring barren areas beneath trees and similar areas.

SECTION 303 – EXTERIOR STRUCTURE

303.01 General. The exterior of a structure shall be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety, or welfare.

303.02 Protective Treatment. All exterior surfaces, including but not limited to, doors, door and window frames, awnings, cornices, porches, trim, balconies, signs, decks and fences shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking and chipped paint shall be eliminated and surfaces re-painted. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights shall be maintained weather resistant and water tight. All metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion and all surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.

303.03 Basement Hatchways. Every basement hatchway shall be maintained to prevent the entrance of rodents, rain, and surface drainage water.

303.04 Building Security. Doors, windows, or hatchways for dwelling units shall be provided with devices designed to provide security for the occupants and property within.

303.05 Chimneys and Towers. All chimneys, cooling towers, smokestacks, and similar appurtenances shall be maintained structurally safe and sound, and in good repair free of cracks, holes or missing portions. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

303.06 Decorative Features. All cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

303.07 Doors. All exterior doors, door assemblies and hardware shall be maintained in good

condition. Locks at all entrances to dwelling units, rooming units and guestrooms shall tightly secure the door.

- 303.08 Exterior Walls.** All exterior walls shall be free from holes, breaks, and loose or rotting materials; and maintained weatherproof and properly surface coated where required to prevent deterioration.
- 303.09 Foundation Walls.** All foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of water, rodents and other pests.
- 303.10 Gutters.** Rain gutters, downspouts, leaders, or other means of water diversion shall be provided to collect/conduct and discharge all water from the roof and maintained so as not to leak or cause dampness in the walls, ceiling, or basements or adversely affect adjacent properties. Gutters and downspouts shall be situated in a manner such that they do not discharge directly onto an adjacent property unless part of a storm water system approved by the Village.
- 303.11 Handrails and Guards.** Every handrail and guard shall be firmly fastened and capable of supporting normally imposed loads and shall be maintained in good condition.
- 303.12 Overhang Extensions.** All overhang extensions including but not limited to canopies, marquees, signs, awnings, fire escapes, standpipes and exhaust ducts shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.
- 303.13 Roofs and Drainage.** The roof and flashing shall be sound, tight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure. Roof drains, gutters and downspouts shall be maintained in good repair and free from obstructions.
- 303.14 Signs.** Prohibited signs or signs that are related to a business that no longer operates on the premises on which the sign is located with the exception of approved off-premise outdoor advertising shall be removed.
- 303.15 Stairways, Decks, Porches and Balconies.** Every exterior stairway, deck, porch and balcony, and all appurtenances attached thereto, shall be maintained structurally sound, in good repair, with proper anchorage and capable of supporting the imposed loads.
- 303.16 Structural Members.** All structural members shall be maintained free from deterioration and shall be capable of safely supporting the imposed dead and live loads.
- 303.17 Window, Skylight, Doors and Frames.** Windows shall be fully supplied with window glass or an approved substitute which is glazed and is without open cracks or holes, shall have sashes in good condition which fit within frames, be capable of being easily opened and held in position by hardware, and maintained so as to exclude adverse weather elements from entering the structure.

SECTION 304 - RUBBISH AND GARBAGE

- 304.01 Accumulation of Rubbish or Garbage.** All exterior property and premises, of every structure, carport, deck, and patio shall be free from any accumulation of rubbish or garbage.

304.02 Disposal of Rubbish. Every occupant of a structure shall dispose of all rubbish in a clean and sanitary manner by placing such rubbish in approved containers.

A. Rubbish Storage Containers. The owner of occupied premises shall supply approved covered containers for rubbish, and the owner of the premises shall be responsible for the removal of rubbish. Such containers shall not be stored or placed outside unless placed at the side or rear of a home in the case of residential properties, except for a twenty-four (24-hour) period prior to and following the designated trash collection day for the property, during which time such containers or bags and other items for disposal may be placed in a neat and orderly manner at the curb or edge of the property for pickup. This provision does not apply to designated common waste bins located at an apartment complex or other similar facility.

B. Appliances. Appliances such as refrigerators, air conditioners and similar equipment not in operation shall not be discarded or abandoned on premises.

304.03 Disposal of Garbage. Every occupant of a structure shall dispose of garbage in a clean and sanitary manner by placing such garbage in an approved garbage disposal facility or approved garbage container.

A. Containers. The operator of all establishments producing garbage shall provide, and at all times cause to be utilized, approved leak proof containers provided with close-fitting covers for the storage of such materials until removed from the premises for disposal.

SECTION 305 - EXTERMINATION

305.01 Infestation. All structures shall be kept free from insect and rodent infestation. Insects or rodents found in any structure shall be promptly exterminated by approved processes that will not be injurious to human health. After extermination, proper precautions shall be taken to prevent re-infestation.