

# City of Xenia Community Check-Up

Xenians take **great pride** in their community. They show it by **maintaining their property** in good condition. Well-maintained neighborhoods and business districts **keep our Xenia community strong**. Your City of Xenia staff appreciate and encourage this. In fact, they want to **partner with you** to spread this community pride throughout Xenia - through the Community Checkup program!



## What is the Community Check-Up?

- An effort by the City to promote property maintenance and investment in our neighborhoods and business districts.
- Proactive enforcement of the City's Property Maintenance Code.
- Comprehensive, exterior assessments of neighborhoods and business districts by Code Enforcement Officers.
- Education of property owners/occupants on maintenance needs and collaboration to improve maintenance.

## What is the Property Maintenance Code?

- City laws that establish minimum requirements for maintenance of buildings/exterior premises in a clean, safe, and sanitary condition.
- Prevents properties from becoming a blighting influence.
- Code examples: exterior painting/siding, structural integrity, light/ventilation/plumbing/electrical equipment, presence of utilities, tall grass, grading/drainage, inoperable vehicles.

## Why is the City doing this?

- Importance of property maintenance in keeping Xenia a great place to live, work and play.
- Uneven maintenance in some parts of Xenia due to disinvestment and vacancy.
- High priority placed on property maintenance during the 2011-13 X-Plan process (X-Plan is Xenia's Comprehensive Plan, developed with input from citizens/businesses).

## Why not just wait until someone complains? Isn't it a waste of time to drive around looking for violations?

- Complaint-only approach = Uneven, haphazard and inefficient code enforcement.
- Proactive enforcement = More consistent, efficient and fair enforcement; identification of issues before they turn into costly problems.

## How does the Check-Up process work?

- Exterior inspections of neighborhoods/business districts by Code Enforcement Officers in January/February and August/September
- Does not require presence of property owners or occupants, although they are welcome to participate.
- Does NOT result in an immediate notice/citation/fine if a violation is found.
- If a violation is found: Process starts with a personal visit or phone call from a Code Enforcement Officer and a dialogue to identify problems, solutions and a plan to correct the violations.
- Involves working with owners' resources and needs; although urgent safety issues will require quicker action.
- Notices of violation are only sent if the above process fails to yield results.
- Exception: tall grass and trash violations on absentee-owned properties occur so frequently and require such quick action that a phone call, personal visit or mail is not always possible. In these cases a notice will immediately be posted on the property.

## Who do I call if I have questions or want to report a violation?

Contact either of the City's Code Enforcement Officers:

Name	Area of Focus	Phone	Email
Jeff Ziegler	Business districts	376-7277	jziegler@ci.xenia.oh.us
Keith Koch	Neighborhoods, downtown	376-7287	kkoch@ci.xenia.oh.us



**Thank you for your help in  
keeping our community strong!**