



CITY OF MACEDONIA

POINT OF SALE INSPECTION INFORMATION

WHEN YOU DECIDE TO SELL YOUR HOME...

The City of Macedonia requires a Point of Sale Inspection prior to the transfer of a title. You or your real estate representative must fill out an application and pay the required fee (\$75.00 for residential properties). Applications are accepted by mail or can be dropped off at the Building Department. Checks should be made payable to City of Macedonia.

Within ten working days after receipt of the application and fee, the Zoning Inspector shall make an exterior inspection of your property which will take about thirty minutes. Since this is an exterior inspection, you do not need to be home. If there are no violations found, a Certificate of Exterior Inspection will be issued. If violations exist, an Exterior Inspection Report will be issued.

WHAT IF VIOLATIONS ARE FOUND?

Violations will be listed on the Exterior Inspection Report and must be corrected within ninety (90) days.

There are two methods for making the corrections:

1. If **YOU** intend to correct the violations, please do so within the ninety day period. When you have corrected the violations, call the Building Department at (330) 468-8360 to schedule a reinspection. If you all violations have been corrected satisfactorily, a certificate will be issued to you.
2. If the **BUYER**, through mutual agreement, agrees to assume some or all of the violations, they will be required to fill out an **AFFIDAVIT FOR INSPECTION CERTIFICATE**. This can be obtained at the Building Department or by visiting <http://macedonia.oh.us/departments/building-department/building-and-zoning-department/>. If the buyer does not assume all responsibility for correcting the violations, you are obligated to correct what is not being assumed by the buyer within a ninety day period. The affidavit must be notarized and signed by the buyer and delivered to your escrow agent upon closing the sale. A copy of this document must also be given to the Building Department before closing.

If you or the buyer encounter hardships or delays in making the repairs or need an extension of time to complete the work, a written request for an extension must be given to the Building Department. Extension requests must specify a date when the outstanding violations will be corrected. Open-ended requests will not be granted.



WHAT ARE SOME COMMON VIOLATIONS?

The inspection is a visual check of the exterior of your residence. It covers some electrical, plumbing and structural elements. The inspection is based on basic maintenance of the exterior property.

Before you decide to sell your home, walk around the outside of the home and check the following:

- Are the gutters/downspouts sagging, peeling, rusting, or missing completely?
- Is any masonry badly cracked or crumbling?
- Does the siding or wood trim need to be painted?
- Is any trim or siding rotted, bent, dented, scratched or missing?
- Is the garage door operating and does it have complete hardware?
- Are all combustibles stored properly?
- Is the lawn mowed and maintained?
- Is shrubbery and/or garden area maintained?
- Is all debris removed from the property?
- Is the driveway patched and sealed with no large cracks or gaps?
- Are there any concrete trip factors (uneven panels) greater than 1" high?
- Do the windows have any cracks in the glass and are the window wells intact?
- Are all screens intact?
- Are the house numbers visible from the street?
- Are steps and railings secure and in good condition?
- Are outdoor fixtures, outlets, and devices installed properly?
- Are any sheds or accessory buildings in good condition?
- Does the deck need painted or stained?

The inspection is not a guarantee of the condition of the house. It represents a visual check of the exterior. It is not a guarantee that the roof is free of leaks or that there is no hidden water or termite damage. It is also not a guarantee that future violations cannot and will not occur.

WHAT IF VIOLATIONS ARE NOT CORRECTED?

All violations not corrected under the Point of Sale Inspection constitute a violation of the City of Macedonia Codified Ordinance Chapter 1327. If you have a point of sale inspection but your deal falls through or you decide not to sell, you will still be required to correct the violations.

Because the Point of Sale Inspection has been adopted as a City Ordinance, all uncorrected violations may be subject to criminal prosecution which may result in conviction of a second degree misdemeanor which carries with it a possible incarceration of up to ninety (90) days, and/or a fine of up to \$750.00.

A FINAL WORD...

The Mayor, City Council, and staff of the Macedonia Building Department have worked together to set up this inspection program. We sincerely hope you agree with the goal of this inspection – to make sure Macedonia remains an attractive, livable community for years to come.

All of us join in expressing appreciation for your efforts to comply with the requirements for the Point of Sale Inspection.