



M-MOTION

M-Motion Property Maintenance Guide for Residential Properties

Introduction

Maintaining a residential property with a garden and swimming pool is essential for preserving property value, ensuring tenant satisfaction, and minimising long-term costs. This guide provides detailed instructions, cost-saving tips, and a structured maintenance schedule based on Queensland regulations and best practices from industry guides and PropertyMe.

General Maintenance Guidelines

1. Regular Inspections:

- **Frequency:** Conduct inspections bi-annually (every 6 months) to ensure the property is in good condition.
- **Scope:** Inspect all major systems (plumbing, electrical, HVAC), structural elements (roof, walls, foundations), and safety devices (smoke alarms, carbon monoxide detectors).
- **Documentation:** Maintain detailed records of inspection results and any repairs or maintenance actions taken.
- **Compliance:** Ensure the property complies with minimum housing standards mandated by the RTA, which include structural safety, sanitation, and electrical safety standards.

2. Routine Repairs:

- **Types:** Address minor issues such as fixing leaks, replacing broken tiles, and repairing damaged fixtures.
- **Timeliness:** Complete repairs promptly to prevent small issues from escalating into major problems.
- **Communication:** Keep tenants informed about scheduled repairs and any potential disruptions.

3. Emergency Repairs:

- **Preparedness:** Maintain a list of qualified emergency repair contractors (plumbers, electricians, roofers).
- **Response Time:** Ensure repairs are addressed within the timeframe specified by Queensland regulations (e.g., within 24 hours for major water leaks or electrical failures).
- **Tenant Instructions:** Provide tenants with clear instructions on how to report emergency issues.

Interior Maintenance

1. Cleaning and Upkeep:

- **Frequency:** Conduct thorough cleanings of all interior spaces at least once a year.
- **Areas:** Focus on carpets, walls, windows, and less obvious areas like behind appliances and inside vents.
- **Smoke Alarms:** Replace batteries annually and test alarms monthly to comply with Queensland's smoke alarm legislation.

2. Pest Control:

- **Schedule:** Arrange for professional pest control services quarterly.
- **Preventative Measures:** Seal cracks and openings, maintain clean and dry environments, and store food properly to prevent infestations.

Exterior Maintenance

1. Building Exterior:

- **Roof:** Inspect and clean the roof and gutters bi-annually. Look for damaged or missing shingles, and clean out debris to prevent water damage.
- **Gutters and Downspouts:** Ensure they are free of blockages and repair any leaks or damages immediately to prevent water damage to the structure.
- **Painting and Siding:** Check for peeling paint or damaged siding and address promptly to protect the exterior surfaces.

2. Garden Maintenance:

- **Lawn Care:** Mow the lawn every 1-2 weeks during the growing season. Consider using a mulching mower to recycle grass clippings.
- **Plant Care:** Prune trees and shrubs annually. Remove dead or diseased branches and shape plants for optimal growth.
- **Weeding:** Conduct regular weeding, especially in flower beds and around walkways. Use mulch to suppress weed growth.
- **Watering:** Install a timed irrigation system to ensure efficient and consistent watering. Adjust settings seasonally to avoid overwatering.

Swimming Pool Maintenance

1. Weekly Tasks:

- **Water Testing:** Test the pool water's pH, chlorine levels, and other chemical balances.
- **Cleaning:** Skim the surface for debris, clean the pool walls and floor, and empty skimmer baskets.
- **Equipment Check:** Inspect the pool pump and filter to ensure they are functioning correctly.

2. Monthly Tasks:

- **Chemical Adjustment:** Perform a more comprehensive chemical check and adjustment.
- **Vacuuming:** Vacuum the pool floor to remove settled debris.
- **Inspection:** Check the pool liner, tiles, and pool deck for signs of wear or damage.

3. Seasonal Tasks:

- **Winterizing:** If the pool is not in use during the winter, lower the water level, add winterizing chemicals, and cover the pool securely.
- **Opening:** Before the swimming season begins, perform a thorough cleaning, refill the pool if necessary, and balance the chemicals.



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Cost-Effective Tips

1. DIY Minor Repairs:

- **Skills:** Learn basic repair skills to handle minor issues like fixing leaky faucets, patching small drywall holes, and replacing light bulbs.
- **Resources:** Utilize online tutorials and guides for step-by-step instructions on common DIY repairs.

2. Energy Efficiency:

- **Upgrades:** Install energy-efficient appliances and lighting. Consider LED bulbs and Energy Star-rated appliances.
- **Insulation:** Improve insulation in the attic and walls to reduce heating and cooling costs.
- **Solar Heating:** Install solar panels for pool heating to reduce energy costs.

3. Preventative Maintenance:

- **Regular Upkeep:** Schedule regular maintenance tasks to prevent larger, more expensive problems.
- **Monitoring:** Keep an eye on utility bills for unusual increases that might indicate inefficiencies or issues.



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Legal Compliance

1. Landlord Responsibilities:

- **Safety Standards:** Ensure the property meets all safety and health standards, including proper installation of smoke alarms and maintaining structural integrity.
- **Tenancy Agreement:** Provide tenants with a written tenancy agreement outlining responsibilities for property upkeep, including pool and garden maintenance.

2. Tenant Responsibilities:

- **Cleanliness:** Tenants are responsible for keeping the property clean and reporting any maintenance issues promptly.
- **Minor Repairs:** Clarify the tenant's responsibility for minor maintenance tasks, such as changing light bulbs and maintaining the garden.

Conclusion

By following this comprehensive maintenance guide, M-Motion can ensure their properties remain in excellent condition, comply with Queensland regulations, and avoid unnecessary repair costs. Regular inspections and adherence to a maintenance schedule will help maintain the property's value and provide a safe and pleasant living environment for tenants.

For more detailed information on property maintenance and regulations, refer to the RTA's [Maintenance and Repairs Guide](#), the [Queensland Government's Landlord Rights and Responsibilities](#), and the REIQ resources. Additionally, check out the best practices from [PropertyMe](#).