

## Removing Clutter one step at a time.

1. Designate a work area. This could be a garage space or central space on the level you are working on.
2. Ask for help. This is going to be a process. By asking friends and family for help you will finish the project much sooner.
3. Work in only one room or space at a time. Complete one area before moving to the next area of the house.
4. Take before and after photos to track your progress.
5. Work from large items to small. Remove extra furniture and items identified for donation first. Cleaning drawers and closets should be done last.
6. **Only Handle Items Once** (remember OHIO). Each item should only be handled once and donated, recycled, saved or thrown out as trash. Moving items from one area of the house to the other and avoiding making a decision on the item will lead to frustration and slow progress.
7. Identify which items are genuinely useful and needed. Keep only the items you need and actually use regularly. Do not keep duplicates of the same item.
8. Avoid accumulating new items to replace the items you just removed from the house.
9. Contact local charities to donate unused items. Curbside pick-up is available for some agencies.
10. Consider using social media to list items for sale or donation.



## Reducing Clutter and Excessive Storage

Community strength... for generations

## Clutter Image Rating: Bedroom

Please select the photo that most accurately reflects the amount in your room.



Photo courtesy of International OCD Foundation

### ***Homes that match photos 4-9 exceed safe storage levels.***

- Storage can block vents & prevent air from moving freely causing strain on the furnace and air conditioner.
- Excessive storage can place stress on the structure of your home.
- Storage adds to the fuel load. In the event of a fire, these items contribute to the size and temperature of the fire.
- Safety mechanisms in a dwelling fail when the fuel load is too high endangering individual in the home and firefighters.

## **Please answer the following questions:**

Can you?

1. Cook on your stove?
2. Eat at your table?
3. Use your counter tops?
4. Are you hallways and stairs clear of items?
5. Find things easily without moving other items?
6. Use showers and bathrooms?
7. Walk through your home without tripping or moving things out of your way?
8. Sleep in your bed?
9. Park a vehicle in your garage?
10. Sit on your furniture without moving items?
11. Do you have a three foot area of clear space in front of all doors and windows?

If you have answered “no” to any of these questions you may have unsafe levels of storage in your home.

City Staff can help you assess your fuel load and other safety concerns free of charge. Call 763-767-6420 to schedule an appointment.