

SUBSTANDARD HOUSING INSPECTION REPORT

Development Services Department
Code Enforcement Division
(949) 443-6341 or (949) 443-6344
codeenforcement@sanjuancapistrano.org



CASE # _____

Date of Inspection: _____

- Reinspection Report & Notice No. _____
- Continuation form attached
- Photos taken of violation(s)
- Rental/ADU/JADU Inspection
- Stop Work Order** – Immediately Cease Construction

Property Owner or Operator name: _____

NOTICE: Code Enforcement is responsible for enforcing substandard housing and lead hazard violations under CA Health and Safety Code section 17970.5. This involves visually inspecting properties to identify any buildings or portions thereof intended for human occupancy, including dwelling units, guestrooms, suites of rooms, and the premises on which they are located. The goal is to ensure compliance with CA Health and Safety Code sections 17920.3, 17920.10, and other applicable City, County, and State laws. The authority to enter and conduct housing inspections is derived from CA Health and Safety Code section 17920.5(a)(1). An inspection of your property was conducted, and the following code violations were identified. Each violation shall be remedied by the specified Correction Date and Reinspection as indicated in the report and notice below.

Property Address: _____ Apt. / Unit # _____ Total Units Inspected: _____

Instructions: Check each violation box that applies and identify the location in the interior and/or exterior of the property which requires remediation. Any of these conditions, if found to endanger the life, limb, health, property, safety, or welfare of the occupants or the public, may deem the building substandard.

VIOLATION	a	INADEQUATE SANITATION (CA Health & Safety Code §17920.3(a)) – remedy the following:	LOCATION
<input type="checkbox"/>	1	Lack of, or improper water closet, lavatory, or bathtub/shower in a dwelling unit	
<input type="checkbox"/>	3	Lack of, or improper kitchen sink	
<input type="checkbox"/>	5	Lack of hot and cold running water to plumbing fixtures in a dwelling unit	
<input type="checkbox"/>	6	Lack of adequate heating	
<input type="checkbox"/>	7	Lack of, or improper operation of required ventilating equipment	
<input type="checkbox"/>	8	Lack of minimum amounts of natural light and ventilation per CRC R303	
<input type="checkbox"/>	9	Room and space dimensions less than required by code per CRC R304	
<input type="checkbox"/>	10	Lack of required electrical lighting	
<input type="checkbox"/>	11	Signs of dampness in habitable rooms	
<input type="checkbox"/>	12	Infestation of insects, vermin, or rodents	
<input type="checkbox"/>	13	Visible mold growth (excluding minor mold on surfaces that accumulate moisture as part of their proper use)	
<input type="checkbox"/>	14	General dilapidation or improper maintenance	
<input type="checkbox"/>	15	Lack of connection to required sewage disposal system	
<input type="checkbox"/>	16	Lack of adequate garbage and rubbish storage and removal facilities	
VIOLATION	b	STRUCTURAL HAZARDS (CA Health & Safety Code §17920.3(b)) – remedy the following:	LOCATION
<input type="checkbox"/>	1	Deteriorated or inadequate foundations	
<input type="checkbox"/>	2	Defective or deteriorated flooring or floor supports	
<input type="checkbox"/>	3	Flooring or floor supports of insufficient size to carry imposed loads safely	
<input type="checkbox"/>	4	Members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration	
<input type="checkbox"/>	5	Members of walls, partitions, or other vertical supports of insufficient size to carry imposed loads safely	
<input type="checkbox"/>	6	Members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split, or buckle due to defective material or deterioration	
<input type="checkbox"/>	7	Members of ceilings, roofs, ceiling and roof supports, or other horizontal members of insufficient size to carry imposed loads safely	
<input type="checkbox"/>	8	Fireplaces or chimneys which list, bulge, or settle due to defective material or deterioration	
<input type="checkbox"/>	9	Fireplaces or chimneys of insufficient size or strength to carry imposed loads safely	
VIOLATION	c	NUISANCE (CA Health & Safety Code §17920.3(c)) – remedy the following:	LOCATION
<input type="checkbox"/>		Any nuisance as defined in Section 3479 of the Civil Code	
VIOLATION	d	WIRING (CA Health & Safety Code §17920.3(d)) – remedy the following:	LOCATION
<input type="checkbox"/>		Wiring that has not been maintained in good condition, or is not being used in a safe manner	
VIOLATION	e	PLUMBING (CA Health & Safety Code §17920.3(e)) – remedy the following:	LOCATION
<input type="checkbox"/>		Plumbing that has not been maintained in good condition, or has cross-connections or siphonage between fixtures	
VIOLATION	f	MECHANICAL EQUIPMENT (CA Health & Safety Code §17920.3(f)) – remedy the following:	LOCATION
<input type="checkbox"/>		Mechanical equipment, including vents, that has not been maintained in good condition, or is not being used in a safe manner	
VIOLATION	g	FAULTY WEATHER PROTECTION (CA Health & Safety Code §17920.3(g)) – remedy the following:	LOCATION
<input type="checkbox"/>	1	Deteriorated, crumbling, or loose plaster	
<input type="checkbox"/>	2	Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations, or floors, including broken windows or doors	
<input type="checkbox"/>	3	Defective or lack of weather protection for exterior wall coverings, including lack of paint, or weathering due to lack of paint or other approved protective covering	
<input type="checkbox"/>	4	Broken, rotted, split, or buckled exterior wall coverings or roof coverings	
VIOLATION	h	FIRE HAZARD (CA Health & Safety Code §17920.3(h)) – remedy the following:	LOCATION
<input type="checkbox"/>		Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that may cause a fire or explosion or provide a ready fuel to augment the spread and intensity of fire or explosion arising from any cause	
VIOLATION	i	FAULTY MATERIALS OF CONSTRUCTION (CA Health & Safety Code §17920.3(i)) – remedy the following:	LOCATION
<input type="checkbox"/>		Materials of construction not allowed or approved by this code, or not maintained in good and safe condition	
VIOLATION	j	HAZARDOUS OR UNSANITARY PREMISES (CA Health & Safety Code §17920.3(j)) – remedy the following:	LOCATION
<input type="checkbox"/>		Accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, and similar materials or conditions constituting fire, health, or safety hazards	
VIOLATION	k	INADEQUATE MAINTENANCE (CA Health & Safety Code §17920.3(k)) – remedy the following:	LOCATION
<input type="checkbox"/>		Building determined to be an unsafe building due to inadequate maintenance per SJC MC section 8-12.05 (b)	
VIOLATION	l	INADEQUATE EXITS (CA Health & Safety Code §17920.3(l)) – remedy the following:	LOCATION
<input type="checkbox"/>		Lack of, or inadequate exit facilities	
VIOLATION	m	INADEQUATE FIRE PROTECTION (CA Health & Safety Code §17920.3(m)) – remedy the following:	LOCATION
<input type="checkbox"/>		Lack of adequate fire-resistive construction or fire-extinguishing systems	
VIOLATION	n	IMPROPER OCCUPANCY (CA Health & Safety Code §17920.3(n)) – remedy the following:	LOCATION
<input type="checkbox"/>		Improper occupancy of buildings or portions thereof for living, sleeping, cooking, or dining purposes	
VIOLATION	o	INADEQUATE STRUCTURAL RESISTANCE (CA Health & Safety Code §17920.3(o)) – remedy the following:	LOCATION
<input type="checkbox"/>		Inadequate structural resistance to horizontal forces	
VIOLATION	10	LEAD HAZARDS (CA Health & Safety Code §17920.10) – remedy the following:	LOCATION
<input type="checkbox"/>		Lead hazards	

Overall Assessment:

- Property meets minimum standards
- Substandard conditions present, corrections needed
- Property is unfit and/or unsafe for human habitation
- Unable to verify or determine if the property meets minimum standards – Inspection Consent Request denied / refused

Location Legend for information of area found in violation during inspection:

BR= Bedroom | BTH= Bathroom | K= Kitchen | H= Hallway | LR= Living room | FR= Family room or den room
DR= Dining room | C= Closet | BC= Bedroom Closet | LA= Laundry area | P= Patio &/or Porch
G= Garage | ADU= Accessory Dwelling Unit | JADU= Junior Accessory Dwelling Unit | O= Other
FEXT= Front Exterior | REXT= Rear Exterior | SY= Side Yard | AS= Accessory structure | HR= Hotel room

Correction Date and

Reinspection scheduled for: _____

- Building code violation(s) identified pursuant to SJC municipal code
- Building Permit(s) Required (See back page for more information)

Inspection Consent Request: I, the undersigned, have lawful access to or control of the property address and/or unit # (if applicable) described above. I hereby freely and voluntarily give my consent or deny/refuse consent to have Code Compliance Officer(s) of the City of Orange to enter and inspect the property for code compliance.

Name: _____ Signature: _____ Phone / Email: _____

Acknowledge receipt of this report and notice: <input checked="" type="checkbox"/> _____ Print Name and Signature of property owner, operator or responsible person	<input type="checkbox"/>	Posted on Property
	<input type="checkbox"/>	Mailed Regular / Certified
	<input type="checkbox"/>	Provide copies to Adjacent units / rooms
_____	_____	Date signed

I have conducted a reasonably competent and diligent visual inspection of the property and prepared the information contained in this report and notice:

Inspected by Code Enforcement Officer/
Third party contractor: _____

Date Prepared: _____

IMPORTANT INFORMATION - READ CAREFULLY

- A. ADMINISTRATIVE CITATIONS** may be imposed upon any property owner, operator or responsible person who has not corrected the violations(s) of the City code by the date specified in the Notice of Violation or subsequent notices
- B.** Rental Inspection and/or Reinspection Fees are subject to change with or without further notice at any time.
- C. STOP WORK ORDER (Pursuant to California Building Code (CBC) Section 115.2, California Residential Code (CRC) Section 114 and or any subsequently adopted code):** If the box at the top right corner of the front page is checked, then **you must immediately cease (stop)** any further construction activities on the property until you have obtained a valid building permit or have received confirmation from Building Division that no permit or approval is required for the work being performed. You must notify Code Enforcement if you have a valid building permit or are not required to obtain a valid building permit before continuing work on the property. Failure to comply (CBC 115.4, CRC 114) may subject you to fees, penalties, additional notices, fines and/or any other legal remedy available to the City.
- D. COMPLYING WITH PLANNING AND BUILDING DIVISIONS.** Please bring this report and notice with you when meeting with Planning and/or Building Division staff to discuss your options for obtaining planning approval, entitlements, or building permits. Due to the high volume of customer service at the front counter, it is strongly recommended that you make an appointment by visiting building@sanjuancapistrano.org.
- E.** No change in any portion of a building, structure, common area or any other work regulated by the Code shall be required when such work has been installed and is being maintained in accordance with the Code that was in effect at the time of installation. A completed Substandard Housing Inspection Report does not certify that any work done to the building or structure was in compliance with any permit or approval requirements.
- F. Notification to Adjacent Units/Rooms.** Pursuant to California Health and Safety Code 17970.5(d) and 17970.7, the City is required to:
 - **Provide free copies of the inspection report and notice** to all potentially affected tenants, residents, occupants, or their agents.
 - **Reasonably attempt to inspect additional units** at the property, including those adjacent to, above, and below the unit where the defect or violation was found. This inspection of potentially affected units aims to ensure compliance with, or prevent violations of, any provision of the State Housing Law, as well as City, County, and other State laws.

NOTICE IS HEREBY GIVEN that should you fail or refuse to comply with the Correction Date(s) specified the City will, with or without further notice, exercise all legal options available. Such legal options include but are not limited to issuing administrative citations (fines), processing and filing a formal Declaration of Substandard Building or Property, serving a court issued Inspection and/or Abatement Warrant to inspect and/or abate the violation(s), holding a Public Nuisance Hearing, office conference, issuing additional notices, filing a Civil Action, imposing a \$190 reinspection fee for every inspection conducted, or utilizing any other legal remedy available to the City. The result of any enforcement action shall constitute any cost or expense of abatement. The City may also, concurrent to any remedy listed above, file a Misdemeanor Criminal Complaint with the Orange County Superior Court against you which is punishable by a fine of not more than one thousand dollars (\$1,000.00) or by imprisonment in the County Jail for a period of not more than six months, or by both fine and imprisonment.

ADMINISTRATIVE CITATION ORDINANCE - FINES IMPOSED

The City of San Juan Capistrano has established fines for violations of the California State, County, and City codes, ordinances, or laws pursuant to San Juan Capistrano Municipal Code Title 1, Section 1-2.06. Code Enforcement Officers, Police Officers, Building Official or Inspectors, Public Works, Fire Prevention, Finance (business licensing) personnel or other City Officers or Officials as authorized by the City Manager may issue an administrative citation to any person or responsible party who is allowing, causing, committing, continuing, permitting, or maintaining a Code violation.

A verbal warning, written notice or notice of violation with a correction period may be issued first to allow you adequate time to correct the violation(s). If the violation is not corrected by the date specified in the verbal warning, written notice or notice of violation, then an administrative citation may be issued, and administrative fines imposed for failure or refusal to correct the violations. Any violation(s) that creates an immediate danger to health, safety, or welfare can result in the immediate issuance of an administrative citation by the City without a verbal or written notice. Below are the applicable fines that may be imposed:

Fines for <u>General Code Violations</u> are as follows:	Fines for <u>Building and Safety Code Violations</u> are as follows:
<i>1st offense is \$100.00 for each violation in a 12-month period</i>	<i>1st offense is \$100.00 for each violation in a 12-month period</i>
<i>2nd offense is \$200.00 for each violation within a 12-month period</i>	<i>2nd offense is \$200.00 for each violation within a 12-month period</i>
<i>3rd offense is \$500.00 for each violation within a 12-month period</i>	<i>3rd offense is \$500.00 for each violation within a 12-month period</i>
<i>4th or Subsequent Offenses are \$1000</i>	<i>4th offense or Subsequent Offenses are \$1000 For commercial property that has an existing building at the time of the violation and the owner fails to remove visible refuse or prohibit unauthorized use of the property, a fine of \$2,500 for each additional violation of the same ordinance within two (2) years of the first violation.</i>

5th Offense or Subsequent Offenses may be subject to additional fines, criminal prosecution, or any other legal remedy available to the City. An administrative citation may also be issued independently or concurrent to any other legal action taken by the City.

Any person who has been issued an administrative citation has the right to appeal the citation before a hearing officer and/or file a request for a hardship waiver for the reduction or elimination of fines due to financial hardship.

CITY HALL - CODE ENFORCEMENT DIVISION

OFFICE: 949-443-6341 **Mailing:** 32400 Paseo Adelanto, San Juan Capistrano, California 92675