CONDOMINIUM CONVERSION INSPECTION REPORT
(CHECKLIST)

Inspection Fee: $240.00 per unit     No. Units ____________  Condo Conv. No. ____________  ($120.00/hr – 2 hrs minimum)

Address: ___________________________ Date: ___________________________

Existing Occ: Grp ____________ Type of Construction: ___________________________

Owner: ___________________________ Phone Number: ___________________________

Assigned to Inspector: ____________ Date: ____________ Phone: (949) 644-32________

THE FOLLOWING CHECKLIST WILL BE USED DURING THE INSPECTION TO VERIFY
EXISTING BUILDING CONDITIONS AND COMPLIANCE TO MINIMUM STANDARDS FOR
THE CONDOMINIUM CONVERSION.

A. EACH UNIT MUST COMPLY WITH THE MINIMUM STANDARDS OF THE UNIFORM
HOUSING CODE AS ADOPTED BY THE CITY OF NEWPORT BEACH.

1. Does the unit meet minimum sanitation requirements?  (y)_____ (n)____

Comment. __________________________________________________________________________

2. Does the unit meet minimum structural and occupancy standards?  (y)____ (n)____

Comment. __________________________________________________________________________

3. Does the unit meet minimum exiting safety standards?  (y)____ (n)____

Comment. __________________________________________________________________________

4. Does the unit meet minimum plumbing standards?  (y)____(n) ______

Is there a garbage disposal installed on a dedicated circuit? (y) ____ (n) ______

Comment. __________________________________________________________________________

5. Does the unit meet minimum standards of heating and venting?  (y)____(n)____

Comment. __________________________________________________________________________
6. Does the unit meet minimum standards for electrical safety? (y) ___(n)_______
Comment.__________________________________________

8. Each unit must comply with current minimum life safety requirements of the Uniform Building Code as adopted by the City of Newport Beach.

7. Do the existing stairs and handrails comply with minimum safety requirements of Chapter 10 UBC? (y) ___(n)_______
Did they comply when originally constructed? (y) ___(n)_______
Comment.__________________________________________

9. Are smoke detectors installed in each bedroom and other required locations per section 310.9.1.1 of the UBC (y) ___(n)_______
Comment: ______________________________________

10. Is there a required occupancy separation rating? ___ _ hr(s)(y) ___(n)_______
    If so, does it meet the requirements of section 302 UBC? (y) ___(n)_______
    Comment________________________________________

11. Is the roof a minimum Class C fire retardant roof? (y) ___(n)_______
    Owner to submit letter of certification by a licensed roofing contractor of fire retardancy and remaining life of the roof. (y) ___(n)_______
    Comment________________________________________

12. Is safety glazing installed in areas subject to human impact? (y) ___(n)_______
Comment.__________________________________________

Other Comments.____________________________________
C. EACH UNIT IS REQUIRED TO BE INDIVIDUALLY SERVED BY SEPARATE UTILITIES.
Note: the City does not consider it feasible to separate sewer piping when existing units are integrally piped through lower units to units above. (Please demonstrate for the inspector that utilities serving the units are not connected.)

13. Is this unit served by its own water meter and piping? (y) ____ (n) ____
Are the materials used in the system approved for the use? (y) ____ (n) ____
Are there apparent cross connection hazards in the system? (y) ____ (n) ____

NOTE: New water service and water meter must go to the secondary unit. Existing water meter and service line must remain with original address. (Contact Water Meter Division with any questions: (949) 644-3019)

Comments: ____________________________________________________________

14. Is this unit served by its own gas meter and piping? (y) ____ (n) ____
Are the materials used in the system approved for the use? (y) ____ (n) ____
Are there apparent safety hazards in the system? (y) ____ (n) ____

Comments: ____________________________________________________________

15. Is this unit served by its own electric meter and wiring? (y) ____ (n) ____
Is the unit served by a minimum 100amp service? (y) ____ (n) ____
Is a new or relocated service required to be fed underground? (y) ____ (n) ____
Are there apparent safety hazards in the system? (y) ____ (n) ____

16. Is this unit served by its own sewer and piping? (y) ____ (n) ____
Are the materials used in the system approved for the use? (y) ____ (n) ____
Is there an approved cleanout installed at the property line? (y) ____ (n) ____

Comments: ____________________________________________________________

Other Comments. ______________________________________________________

Signed By: ___________________________ Date: ____________________________