



# CITY OF NEWPORT BEACH

## COMMUNITY DEVELOPMENT DEPARTMENT

### BUILDING DIVISION

100 Civic Center Drive | P.O. Box 1768 | Newport Beach, CA 926588915  
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## Substandard Housing Checklist

Effective January 1, 2025, in compliance with AB 2533, the following City of Newport Beach Substandard Housing Checklist is provided for homeowners seeking to legalize an existing Accessory Dwelling Unit (ADU) or Junior Accessory Dwelling Unit (JADU) that was constructed prior to January 1, 2020.

### Substandard Housing Inspection Checklist (HSC 17920.3)

Third-Party Inspectors hired by the property owner must ensure that all inspections comply with California State Housing Law and HSC Section 17920.3, which identifies and defines substandard housing conditions. Below is a checklist of conditions to be inspected, though it is not limited to these where other life safety items may be identified in the field:

#### Smoke Detectors:

Compliant	Violation	Description
<input type="checkbox"/>	<input type="checkbox"/>	Operational and installed in every sleeping room.
<input type="checkbox"/>	<input type="checkbox"/>	Installed outside each separate sleeping area in the immediate vicinity (hallways).
<input type="checkbox"/>	<input type="checkbox"/>	Installed on every level of the dwelling unit, including basements.

#### Carbon Monoxide Alarms:

Compliant	Violation	Description
<input type="checkbox"/>	<input type="checkbox"/>	Operational and installed outside each separate sleeping area in the immediate vicinity of bedrooms (hallways), on every occupiable level including basements, and in bedrooms with fireplaces.
<input type="checkbox"/>	<input type="checkbox"/>	If there is an attached garage with an opening into the dwelling unit, or a fuel-fired appliance or fireplace in the home, alarms should be installed in each level of the dwelling.

#### Emergency Egress Windows (for Sleeping Rooms):

Compliant	Violation	Description
<input type="checkbox"/>	<input type="checkbox"/>	Emergency egress windows are provided in every sleeping room.
<input type="checkbox"/>	<input type="checkbox"/>	The window must have a minimum clear opening width of 20 inches and a clear opening height of 24 inches.
<input type="checkbox"/>	<input type="checkbox"/>	The window must provide a minimum net clear opening of 5.7 square feet (or 5 square feet for ground-floor windows).
<input type="checkbox"/>	<input type="checkbox"/>	There are no obstructions (such as bars, grilles, or security devices) that could impede escape or rescue in an emergency.

**Inadequate Sanitation:**

<b>Compliant</b>	<b>Violation</b>	<b>Description</b>
<input type="checkbox"/>	<input type="checkbox"/>	Proper water closet, lavatory, or bathtub or shower in a dwelling unit.
<input type="checkbox"/>	<input type="checkbox"/>	Proper kitchen sink.
<input type="checkbox"/>	<input type="checkbox"/>	Hot and cold running water to plumbing fixtures.
<input type="checkbox"/>	<input type="checkbox"/>	Adequate heating.
<input type="checkbox"/>	<input type="checkbox"/>	Proper operation of required ventilating equipment.
<input type="checkbox"/>	<input type="checkbox"/>	A minimum of 8% of natural light and 4% of ventilation is provided based on existing floor area of habitable room(s)
<input type="checkbox"/>	<input type="checkbox"/>	Habitable room floor areas are not less than 70 square feet, and not less than 7 feet in any horizontal dimension, except kitchens.
<input type="checkbox"/>	<input type="checkbox"/>	Required electrical lighting is provided.
<input type="checkbox"/>	<input type="checkbox"/>	Habitable rooms have no signs of dampness.
<input type="checkbox"/>	<input type="checkbox"/>	Infestation of insects, vermin, or rodents are not present.
<input type="checkbox"/>	<input type="checkbox"/>	Visible mold growth is not present, excluding the presence of mold that is minor and found on surfaces that can accumulate moisture as part of their properly functioning and intended use.
<input type="checkbox"/>	<input type="checkbox"/>	General dilapidation or improper maintenance of the unit is not present.
<input type="checkbox"/>	<input type="checkbox"/>	Connection to required sewage disposal system.
<input type="checkbox"/>	<input type="checkbox"/>	Proper garbage and rubbish storage and removal facilities are present.

**Structural Hazards include but not limited to:**

<b>Compliant</b>	<b>Violation</b>	<b>Description</b>
<input type="checkbox"/>	<input type="checkbox"/>	Adequate foundations are provided. May require exposing an area of foundation to verify.
<input type="checkbox"/>	<input type="checkbox"/>	Adequate flooring or floor supports are provided.
<input type="checkbox"/>	<input type="checkbox"/>	Flooring or floor supports are of sufficient size to carry imposed loads with safety.
<input type="checkbox"/>	<input type="checkbox"/>	There are no present members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration.
<input type="checkbox"/>	<input type="checkbox"/>	There are no apparent members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety.
<input type="checkbox"/>	<input type="checkbox"/>	There are present 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"/>	<input type="checkbox"/>	There are no apparent members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety.
<input type="checkbox"/>	<input type="checkbox"/>	There are no present fireplaces or chimneys which list, bulge, or settle due to defective material or deterioration.
<input type="checkbox"/>	<input type="checkbox"/>	There are no apparent fireplaces or chimneys which are of insufficient size or strength to carry imposed loads with safety.

**Any nuisance and the following:**

<b>Compliant</b>	<b>Violation</b>	<b>Description</b>
<input type="checkbox"/>	<input type="checkbox"/>	All wiring, except that which conformed with all applicable laws in effect at the time of installation if it is currently in good and safe condition and working properly.
<input type="checkbox"/>	<input type="checkbox"/>	All plumbing, except plumbing that conformed with all applicable laws in effect at the time of installation and has been maintained in good condition, or that may not have conformed with all applicable laws in effect at the time of installation but is currently in good and safe condition and working properly, and that is free of cross connections and siphonage between fixtures.
<input type="checkbox"/>	<input type="checkbox"/>	All mechanical equipment, including vents, except equipment that conformed with all applicable laws in effect at the time of installation and that has been maintained in good and safe condition, or that may not have conformed with all applicable laws in effect at the time of installation but is currently in good and safe condition and working properly.
<input type="checkbox"/>	<input type="checkbox"/>	There is no faulty weather protection present which may include:
<input type="checkbox"/>	<input type="checkbox"/>	(1) deteriorated, crumbling or loose plaster
<input type="checkbox"/>	<input type="checkbox"/>	(2) deteriorated or ineffective waterproofing of exterior walls, roofs, foundations or floors, including broken windows or doors
<input type="checkbox"/>	<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"/>	<input type="checkbox"/>	(4) broken, rotted, split, or buckled exterior wall coverings or roof coverings.
<input type="checkbox"/>	<input type="checkbox"/>	Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that, in the opinion of the city building inspector or third-party inspector, is in such a condition as to cause a fire or explosion or provide a ready fuel to augment the spread and intensity of fire or explosion arising from any cause.
<input type="checkbox"/>	<input type="checkbox"/>	All materials of construction, except those that are specifically allowed or approved by this code, and that have been adequately maintained in good and safe condition.
<input type="checkbox"/>	<input type="checkbox"/>	There are no accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health, or safety hazards.
<input type="checkbox"/>	<input type="checkbox"/>	Any building or portion thereof that is determined to be an unsafe building due to inadequate maintenance, in accordance with the latest edition of the California Building Code.
<input type="checkbox"/>	<input type="checkbox"/>	All buildings or portions thereof not provided with adequate exit facilities as required by this code, except those buildings or portions thereof whose exit facilities conformed with all applicable laws at the time of their construction and that have been adequately maintained and increased in relation to any increase in occupant load, alteration or addition, or any change in occupancy. <i>When an unsafe condition exists through lack of, or improper location of, exits, additional exits may be required to be installed.</i>

<input type="checkbox"/>	<input type="checkbox"/>	All buildings or portions thereof that are not provided with the fire-resistive construction or fire-extinguishing systems or equipment required by this code, except those buildings or portions thereof that conformed with all applicable laws at the time of their construction and whose fire-resistive integrity and fire-extinguishing systems or equipment have been adequately maintained and improved in relation to any increase in occupant load, alteration or addition, or any change in occupancy.
<input type="checkbox"/>	<input type="checkbox"/>	Possible inadequate structural resistance to horizontal forces.

### Notice:

The inspections listed in the substandard housing checklist are minimum requirements, to ensure adequate safety. It is recommended the homeowner hire a California Licensed Engineer to perform the third-party inspection to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit.

**Owners Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Licensed Contractor/ Engineer Name (Print):** \_\_\_\_\_ **License #:** \_\_\_\_\_

**Company Name (Print):** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

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