



OFFICE OF THE CITY MANAGER

Administrative Instruction

Section VII

No. 11

## **Inspection Procedures for Multi-Unit Substandard or Lead Hazard Buildings**

Effective Date: December 23, 2024

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### Purpose

Signed into State Housing Law in 2023, Assembly Bill 548 (AB 548) requires local enforcement agencies to develop policies and procedures by January 1, 2025 for inspections of substandard or lead hazard buildings with multiple units. This policy is adopted in compliance with Health and Safety Code § 17970.7.

### Policy

This Administrative Instruction adopts the following policy to satisfy Health and Safety Code § 17970.7 requirements:

1. Pursuant to Health and Safety Code section 17970.7, where the Building Official has determined after inspection that a building with multiple units contains a substandard place of human habitation, or is in violation of Health and Safety Code section 17920.10 relating to lead hazards, and the Building Official determines that the defects or violations have the potential to affect other units of the building, then the City shall:

(a) Conduct an assessment taking into account factors, including, but not limited to, the building's age, type of construction, and size; the cause(s) of the substandard condition(s); and the building's history of violations, if any; and

(b) Make a reasonable attempt to inspect additional units at the building, including at least units adjacent to, above, and below the unit in which the defect or violation was found. If severe, building wide defects or violations are found during such inspection, then all units in the building shall be inspected.

2. If after conducting the assessment and inspections pursuant to subsection (a), the Building Official determines that a substandard condition in a unit could reasonably affect other units in the building, then the City shall provide the property owner with a notice or order to repair or abate within a reasonable time after the inspection is completed which shall include each known violation and of each action required to remedy the violation. The City shall also schedule a reinspection to verify correction of the violations noted in the notice or order to repair or abate.



Sharon Ranals  
City Manager

Dated: December 23, 2024