

809 Center Street, Room 101, Santa Cruz, CA 95060 | 831-420-5120 | permits@santacruzca.gov

Effective January 1, 2025, in compliance with AB 2533, the following City of Santa Cruz *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 without permits prior to January 1, 2020.

Prior to use of this checklist, review your structure’s eligibility by visiting [CA Legislature AB2533 webpage](#).

A. Project Information	
APN:	Date:
Address:	
Owner:	Email:
Owner Address:	Phone:

B. Substandard Housing Checklist (HSC 17920.3)
<p>The City Building Department 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 the basic checklist of conditions to be inspected; however, additional safety items may be included when identified in the field by a chosen third-party licensed electrical, plumbing, and/or mechanical contractor.</p> <ul style="list-style-type: none"> • Before submitting a permit application and plan, a homeowner may obtain a confidential third-party code inspection from a licensed contractor. • Completion of this checklist does not constitute approval of the unit. Final approval is subject to review and inspection by The Building & Safety Division.

Smoke Alarms					
1	Operational and installed in every sleeping room.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
2	Installed outside each separate sleeping area in the immediate vicinity (hallways).	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
3	Installed on every level of the dwelling unit, including basements.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
4	Installed not less than 3 feet horizontally from the door or opening of a bathroom that contains a bathtub or shower.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
5	Installed in the hallway and in the room open to the hallway in dwelling units where the ceiling height of a room open to a hallway serving bedrooms exceeds that of the hallway by 24 inches or more.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Carbon Monoxide Alarms					
6	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"/>	Compliant	<input type="checkbox"/>	Violation
7	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 at each level of the dwelling.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Sanitation					
8	Lack of, or improper water closet, lavatory, or bathtub or shower in a dwelling unit.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
9	Lack of, or improper kitchen sink.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
10	Lack of hot and cold running water to plumbing fixtures in a dwelling unit.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
11	Lack of adequate heating.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
12	Lack of, or improper operation of required ventilating equipment.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
13	Lack of minimum amounts of natural light and ventilation required by this code.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
14	Room and space dimensions less than required by this code.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
15	Lack of required electrical lighting.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
16	Dampness of habitable rooms.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
17	Infestation of insects, vermin, or rodents as determined by a health officer or, if an agreement does not exist with an agency that has a health officer, the infestation can be determined by a code enforcement officer, as defined in Section 829.5 of the Penal Code, upon successful completion of a course of study in the appropriate subject matter as determined by the local jurisdiction.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
18	Visible mold growth, as determined by a health officer or a code enforcement officer, as defined in Section 829.5 of the Penal Code, 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"/>	Compliant	<input type="checkbox"/>	Violation
19	General dilapidation or improper maintenance.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
20	Lack of connection to required sewage disposal system.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
21	Lack of adequate garbage and rubbish storage and removal facilities, as determined by a health officer or, if an agreement does not exist with an agency that has a health officer, the lack of adequate garbage and rubbish removal facilities can be determined by a code enforcement officer as defined in Section 829.5 of the Penal Code.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Structural					
22	Deteriorated or inadequate foundations.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
23	Defective or deteriorated flooring or floor supports.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
24	Flooring or floor supports of insufficient size to carry imposed loads with safety.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
25	Members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
26	Members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
27	Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that sag, split, or buckle due to defective material or deterioration.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
28	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"/>	Compliant	<input type="checkbox"/>	Violation

Structural Continued					
29	Fireplaces or chimneys that list, bulge, or settle due to defective material or deterioration.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
30	Fireplaces or chimneys that are of insufficient size or strength to carry imposed loads with safety.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Nuisance					
31	Any nuisance	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Electrical, Mechanical, and Plumbing Systems					
32	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"/>	Compliant	<input type="checkbox"/>	Violation
33	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"/>	Compliant	<input type="checkbox"/>	Violation
34	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"/>	Compliant	<input type="checkbox"/>	Violation

Weather Protection					
Faulty weather protection, which shall include, but not be limited to, the following:					
35	Deteriorated, crumbling, or loose plaster.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
36	Deteriorated or ineffective waterproofing of exterior walls, roofs, foundations, or floors, including broken windows or doors.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
37	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"/>	Compliant	<input type="checkbox"/>	Violation
38	Broken, rotted, split, or buckled exterior wall coverings or roof coverings.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

Fire/Life Safety					
39	Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that, in the opinion of the chief of the fire department or the chief's deputy, 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"/>	Compliant	<input type="checkbox"/>	Violation
40	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"/>	Compliant	<input type="checkbox"/>	Violation
41	Those premises on which an 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"/>	Compliant	<input type="checkbox"/>	Violation
42	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 Standards Code.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
43	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.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
44	When an unsafe condition exists through lack of, or improper location of, exits, additional exits may be required to be installed.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
45	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"/>	Compliant	<input type="checkbox"/>	Violation
46	All buildings or portions thereof occupied for living, sleeping, cooking, or dining purposes that were not designed or intended to be used for those occupancies.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
47	Inadequate structural resistance to horizontal forces.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation
48	"Substandard building" includes a building not in compliance with Section 13143.2. However, a condition that would require displacement of sound walls or ceilings to meet height, length, or width requirements for ceilings, rooms, and dwelling units shall not by itself be considered sufficient existence of dangerous conditions making a building a substandard building, unless the building was constructed, altered, or converted in violation of those requirements in effect at the time of construction, alteration, or conversion.	<input type="checkbox"/>	Compliant	<input type="checkbox"/>	Violation

809 Center Street, Room 101, Santa Cruz, CA 95060 | 831-420-5120 | permits@santacruzca.gov

Application and Plan Submittal Guidelines

You can find comprehensive plan submittal guidelines on the Building & Safety Division's webpage.

[Building Safety Division | City of Santa Cruz](#)

Refer to the Electronic Submittal Requirements for detailed instructions.

Please note: During the review process, a new address will be assigned. **Proper addressing is required for permit issuance.** The street address fee will be included with your building permit fees.

Acknowledgment – *Your signature below indicates acknowledgment of the following.*

The inspection services are provided in accordance with California AB 2533 (2023-2024) and for compliance with California Government Code section 66332 and California Health and Safety Code section 17920.3 of observed conditions. Inspection and permitting in accordance with AB 2533 does not warrant that the ADU complies with building standards or code standards. Any violations identified shall be corrected prior to permit final approval.

LICENSED BUILDING CONTRACTOR	License #:	
Name:	Email:	Date:
Phone:	Signature:	
LICENSED ELECTRICAL CONTRACTOR	License #:	
Name:	Email:	Date:
Phone:	Signature:	
LICENSED PLUMBING CONTRACTOR	License #:	
Name:	Email:	Date:
Phone:	Signature:	
LICENSED MECHANICAL CONTRACTOR	License #:	
Name:	Email:	Date:
Phone:	Signature:	