CITY OF SAN MATEO
COMMUNITY DEVELOPMENT DEPARTMENT

330 W. 20th Avenue
San Mateo, CA 94403
www.cityofsanmateo.org

AB 2533 – Inspection Checklist

AB2533

Assembly Bill 2533 (AB 2533) provides a process for legalizing certain unpermitted ADUs and JADUs built before January 1, 2020. Under AB 2533, local agencies generally cannot deny permits for qualifying units based solely on building code, zoning, or local standards for ADUs/JADUs, unless the building is deemed "substandard" pursuant to Health and Safety Code Section 17920.3.

The City of San Mateo may deny a permit if the ADU/JADU does not meet the standards specified in Health and Safety Code Section 17920.3, which lists substandard building conditions.

Inspecting the ADU/JADU

Property owners applying for a permit for an unpermitted ADU or JADU are advised that upon receipt of an application for a permit for the unit, City of San Mateo Community Development Department may inspect the unit and provide recommendations for achieving compliance with Health and Safety standards. Prior to submitting a permit application, the property owner may obtain a confidential third-party code inspection from a licensed contractor, to determine the unit's existing condition or potential scope of building improvements before submitting an application for a permit. Part 1 lists the detailed requirements that the City of San Mateo Community Development Department and/or third-party licensed contractor will inspect. Part 2 includes supplemental inspection information to be collected by the Inspector

After the City of San Mateo Building Department has issued a permit for an unpermitted ADU or JADU constructed before January 1, 2020, the unit may be subject to inspection by a City of San Mateo official to confirm that the unit complies with the more stringent building standards contained in the State Building Standards Code, pursuant to Article 1 (commencing with Section 17960) of Chapter 5 of Part 1.5 of Division 13 of the Health and Safety Code. The owner can request a delay in enforcement of these standards.

Part 1: Required Checklist for Local Agency or Third-Party Inspection[1]

The below items will be used to review the unit for required health and safety standards. Any substandard conditions identified with the checkbox "Yes, the unit needs correction" must be corrected prior to being issued a permit.

[1] The list of substandard conditions in Section 17920.3 has been reorganized in Table 1 for ease of use.

Health and Safety Standards (California Health and Safety Code Section 17920.3)

Sanitation (Section 17920.3(a))

Inadequate sanitation shall include, but not be limited to:

1. **Adequate water closet, lavatory, bathtub or shower**

   ☐ Yes

   ☐ No

   Comments: _____

2. **Adequate kitchen sink**

   ☐ Yes

   ☐ No

   Comments: _____

3. **Adequate hot and cold running water to plumbing fixtures**

   ☐ Yes

   ☐ No

   Comments: _____

4. **Adequate minimum amounts of natural light and ventilation**

   ☐ Yes

   ☐ No

   Comments: _____

5. **Dampness of habitable rooms**

   ☐ No, the unit satisfies this safety standard

   ☐ Yes, the unit needs correction

   Comments: _____

6. **Infestation of insects, vermin, or rodents**

   ☐ No, the unit satisfies this safety standard

   ☐ Yes, the unit needs correction

   Comments: _____

7. **Visible mold growth**

   ☐ No, the unit satisfies this safety standard

   ☐ Yes, the unit needs correction

   Comments: _____

8. **General dilapidation or improper maintenance**

   ☐ No, the unit satisfies this safety standard

   ☐ Yes, the unit needs correction

   Comments: _____

9. **Adequate connection to required sewage disposal system**

   ☐ Yes

   ☐ No

   Comments: _____

10. **Adequate garbage and rubbish storage and removal facilities**

    ☐ Yes

    ☐ No

    Comments: _____

Structural (Section 17920.3(b) & (o))

Structural hazards shall include, but not be limited to:

11. Adequate foundations

☐ Yes

☐ No

Comments: _____

12. Adequate flooring or floor supports

☐ Yes

☐ No

Comments: _____

13. Adequate Flooring or floor supports to carry imposed loads with safety

☐ Yes

☐ No

Comments: _____

14. Adequate Members of walls, partitions, or other vertical supports which do not split, lean, list, or buckle due to defective material or deterioration

☐ Yes

☐ No

Comments: _____

15. Adequate Members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety

☐ Yes

☐ No

Comments: _____

16. Adequate Members of ceilings, roofs, ceiling and roof supports or other horizontal members which do not sag, split, or buckle due to defective material or deterioration

☐ Yes

☐ No

Comments: _____

17. Adequate Members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety

☐ Yes

☐ No

Comments: _____

18. Adequate Fireplaces or chimneys which do not list, bulge, or settle, due to defective material or deterioration

☐ Yes

☐ No

Comments: _____

19. Adequate Fireplaces or chimneys which are of insufficient size or strength to carry imposed loads with safety

☐ Yes

☐ No

Comments: _____

20. Adequate structural resistance to horizontal forces

☐ Yes

☐ No

Comments: _____

Nuisance (Section 17920.3(c))

21. The unit has a nuisance

☐ No, the unit satisfies this safety standard

☐ Yes, the unit needs correction

Comments: _____

Electrical (Section 17920.3(a)(10) & (d))

Does the unit have:

22. Adequate Wiring that did conform to all applicable laws in effect at the time of installation

☐ Yes

☐ No

Comments: _____

23. Adequate Wiring that is in good and safe condition and working properly

☐ Yes

☐ No

Comments: _____

24. Adequate required electrical lighting

☐ Yes

☐ No

Comments: _____

Plumbing (Section 17920.3(e))

25. Adequate Plumbing which did conform with all applicable laws and regulations in effect at the time of its installation

☐ Yes

☐ No

Comments: _____

26. Adequate Plumbing which has been maintained in good or safe condition, or has cross-connections and siphonage between fixtures

☐ Yes

☐ No

Comments: _____

Mechanical (Section 17920.3(a)(6), (a)(7) & (f))

27. Adequate Mechanical equipment, including vents, which did conform with all applicable laws and regulations in effect at the time of its installation, has been maintained in good and safe condition, and is currently in good and safe condition and is not working properly

☐ Yes

☐ No

Comments: _____

28. Adequate heating

☐ Yes

☐ No

Comments: _____

29. Adequate operation of required ventilating equipment

☐ Yes

☐ No

Comments: _____

Weather Protection (Section 17920.3(g))

30. Adequate plaster

☐ Yes

☐ No

Comments: _____

31. Adequate waterproofing of exterior walls, roof, foundations, or floors, and no broken windows or doors

☐ Yes

☐ No

Comments: _____

32. Adequate weather protection for exterior wall coverings, including paint, weathering and approved protective covering

☐ Yes

☐ No

Comments: _____

33. Adequate exterior wall coverings or roof coverings, not broken, rotted, split or buckled

☐ Yes

☐ No

Comments: _____

Fire Hazards (Section 17920.3(h))

34. The building, structure, or portion thereof, has a device, apparatus, equipment, combustible waste, or vegetation which 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

☐ No, the unit satisfies this safety standard

☐ Yes, the unit needs correction

Comments: _____

Construction Materials (Section 17920.3(i))

35. Materials of construction used in the unit are specifically allowed by the Health & Safety Code

☐ Yes

☐ No

Comments: _____

36. The unit's materials of construction have been adequately maintained in good and safe condition

☐ Yes

☐ No

Comments: _____

Fire, Health or Safety Hazards (Section 17920.3(j))

37. No accumulation of weeds, vegetation, rubbish, dead organic matter, debris, garbage, offal, rat harborages, stagnant water, combustible materials, or similar materials or conditions that constitute fire, health, or safety hazards on the premises

☐ Yes

☐ No

Comments: _____

Maintenance (Section 17920.3(k))

38. The building or portion thereof is determined to be an unsafe building due to inadequate maintenance, in accordance with the latest edition of the Uniform Building Code

☐ No, the unit satisfies this safety standard

☐ Yes, the unit needs correction

Comments: _____

Exit Facilities (Sections 13143.2 & 17920.3(l))

39. adequate exit facilities, excepting those buildings or portions thereof whose exit facilities conformed with all applicable laws and regulations at the time of the unit's construction

☐ Yes

☐ No

Comments: _____

40. Adequate Exit facilities that have been maintained and increased in relation to any increase in occupant load, alteration or addition, or any change in occupancy

☐ Yes

☐ No

Comments: _____

41. Adequate structural fire safety and fire-resistant exits, provided that the ADU/JADU is located in a multiple-story structure that existed on January 1, 1975, in which rental units are situated above the ground floor

☐ Yes

☐ No

Comments: _____

Fire Protection (Section 17920.3(m))

42. Adequate fire-resistive construction or fire-extinguishing systems or equipment, excepting a building, structure, or portion thereof which conformed with all applicable laws and regulations at the time of its construction

☐ Yes

☐ No

Comments: _____

43. Adequate fire-resistive integrity and fire-extinguishing systems or equipment that have been adequately maintained and improved in relation to any increase in occupant load, alteration or addition, or any change in occupancy

☐ Yes

☐ No

Comments: _____

Improper Use (Section 17920.3(n))

44. Buildings, structures, or portions thereof occupied for living sleeping, cooking, or dining purposes not designed or intended to be used for those occupancies

☐ No, the unit satisfies this safety standard

☐ Yes, the unit needs correction

Comments: _____

Room and Space Dimensions (Section 17920.3(a)(9))

45. Adequate Room and space dimensions required by code

☐ Yes

☐ No

Comments: _____

Part 2: Accessory Dwelling Unit built without benefit of building permit – Supplemental Inspection Checklist for reference only

Project Address _____

Location on lot:

☐ Front
☐ Side
☐ Rear

About the Unit

☐ Attached ☐ Detached
☐ New Construction ☐ Existing ☐ Conversion
☐ Replacement Construction - Circle one: Same Footprint, Smaller, or Larger Footprint
☐ Basement ☐ Grade Level ☐ Second Floor ☐ Garage
☐ Number of Stories _____ Approximate Height to top of Roof_____

☐ Approximate _____Total Square Footage _____Length _____Width

☐ Distance from Property Line – Side _____ Rear _____

☐ Foundation Type – Circle one: Conventional Slab, Concrete Footing / Raised Floor with 18" Crawl Space and Access, or Other _____

☐ Flood Zone – Circle one: A - AE - AH - AO - X

☐ One Hour Fire Rated Construction Present– Y or N – Location _____

☐ Roof Covering Material Type_____ Slope/Pitch _____ Condition _____

☐ Lot Slope %_____ (write flat if no observable slope)

Exterior- General Health and Safety

☐ 36" wide side hung entry door with switched exterior light

☐ Stairway and/or Entry Landing - Type_____ Location _____

☐ Guardrails and Handrails provided at required height

☐ Premises address visible from right of way

☐ Windows, glazing intact

☐ Exterior walls- no holes, waterproof

Interior- General Health and Safety

☐ Solid wall surface – i.e. drywall or paneling

☐ Floor of concrete or raised floor (no dirt floors)

☐ Electrical lighting – minimum fixtures, no broken fixtures or bulbs

☐ Electrical power – minimum receptacles, no broken devices or covers, exposed wires, AFCI

☐ Electrical panel – properly sized breakers, no missing breakers, access to breakers

☐ Ventilation for breathable air – minimum 4% of floor space openable window, door, or mechanical fan

☐ Windows – minimum light 8% of floor space

☐ Other _____

Bathroom/ Cooking / Living

☐ Bathroom - serviceable toilet

☐ Bathroom - shower or bathtub (bathing facility 1024 sq in. with nonabsorbent wall surface to 6' above the floor)

☐ Bathroom - vanity (sink)

☐ Bathroom – GFCI receptacle

☐ Kitchen – sink

☐ Kitchen – permanent cooking appliance (no hot plate)

☐ Kitchen – GFCI receptacles, 2 small appliance circuits
☐ Habitable room at least 70 square feet
☐ Ceiling height at least 7 feet (Bathrooms 6’-8”)
☐ Trip or fall hazards
☐ Other_____
☐ Other _____

General

☐ Source of heat _____ Location _____
☐ Source of hot water_____ Location _____
☐ Gas Service Size _____ Location _____
☐ Electrical Service / Subpanel Size_____ Location _____
☐ Sleeping room egress window
☐ Sleeping room free of fuel burning appliances
☐ Sleeping room smoke detectors
☐ Smoke detectors and Carbon Monoxide Detectors:
Quantity_____ Locations _____
☐ Attached ADU: Firewall – Yes or No
☐ Fire sprinklers present – Yes or No
☐ Fire sprinklers required – Yes or No
☐ Conforms generally to light frame construction – Yes or No
☐ Attic Access – Yes or No Attic Ventilation – Yes or No
☐ Utility Easement – Yes or No
☐ Protected Trees Affected – Yes or No
☐ Other_____

Inspector name _____ Date performed _____

NOTES:

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