

## San Mateo County Environmental Health Housing Inspection Program

The Environmental Health Services Division is responsible for enforcing State health laws, quarantines and orders related to housing, in the areas of interior and exterior maintenance, sanitation, and occupancy standards. Authority to enter and conduct housing inspections is derived from the California Health & Safety Code Section 17970.

In order to support the enforcement activities related to these laws, the County Board of Supervisors passed County Ordinance No. 04180, to charge fees for these services. Fees are established to cover the program costs for conducting inspections, responding to complaints and ensuring that programs comply with the State laws that mandate monitoring and enforcement by the County.

All multi-unit (4 or more) rental properties are subject to routine housing inspections by this department and assessed an annual fee as set by County Ordinance, Title 5, Chapter 5.64, §5.64.070. Multi-unit buildings are inspected to comply with minimum standards as set forth in §17920.3, (substandard building), & §17920.10, (lead hazards). Single family dwellings, duplexes and triplexes are inspected on a complaint only basis.

Once an inspection is completed, the property owner is notified in writing of the results of the inspection. If violations are confirmed and documented, a timeframe for compliance will be given. If additional inspections are required to attain compliance, owners may be subject to re-inspection fees.

Enclosed, for your information, are copies of:

- ❖ San Mateo County Ordinance and Fee Schedule;
- ❖ Health & Safety Code §17920.3 – Substandard Building;
- ❖ Health & Safety Code §17920.10 – Lead Hazards;
- ❖ FYI Brochure;
- ❖ Sample of a Housing Inspection Report

Providing adequate housing to your tenants is a minimum requirement under State Housing Codes. The California Civil Code Sections 1941 and 1942 provide tenants with protection against unlawful evictions and other retaliatory measures such as raising rent due to repairs of a minimum requirement.

Revenue and Taxation Code, Section 172299 and 24436.5, requires that our agency report all substandard rental units that do not comply within six (6) months of notice of violation. If compliance is not met, this office will report such non-compliance to the Federal Tax Board which will disallow any State Income Tax deductions for interest, depreciation, or taxes for the dwelling unit(s).

Your cooperation in maintaining safe, sanitary housing is appreciated.

If you have any questions, please contact the Environmental Health Housing Program at (650) 372-6200.



# SAN MATEO COUNTY ORDINANCE

## Title 5 BUSINESS REGULATIONS

### Chapter 5.64 FEES FOR ENFORCEMENT OF STATE PUBLIC HEALTH LAWS

#### **5.64.070 Collection of fees.**

Environmental Health fees shall be charged annually for activities for which the County Health Officer or other County officer or employee is charged with the responsibility of enforcing any statute, order, quarantine, rule or regulation prescribed by state officer or department relating to the public health, which either requires or authorizes the County Health Officer or other County officer or employee to perform specified acts.

The County Board of Supervisors approves the fees charged by Environmental Health. Fees are established to cover the program costs for conducting inspections, responding to complaints and ensuring that programs comply with the State laws that mandate monitoring and enforcement by the County.

#### **ENVIRONMENTAL HEALTH FEE SCHEDULE:**

<b>FACILITY TYPE</b>	<b>Effective 8/1/2015</b>	<b>Effective 8/1/2016</b>	<b>Effective 8/1/2017</b>
Apartment House - Base Rate	117.00	127.00	139.00
Apartment House - Per Unit Rate	8.20	8.93	9.74
Hotel/Motel - 25 Units or Less	576.00	627.00	684.00
Hotel/Motel - 26 Units or More	982.00	1,070.00	1,167.00
Bed & Breakfast	511.00	557.00	607.00
Organized Camp	707.00	771.00	840.00
Housing Services/Hour	167.00	182.00	198.00

Example: (using 8/1/2015 rates)

Apartment Building	(Base Rate)	117.00
Number of Units	(20 Units times 8.20 per unit rate)	+ <u>164.00</u>
Annual Fee		281.00

#### **Exemption from Fees.**

You may be exempt from fees if you satisfy one of the following:

1. The business is operated by a blind person who has a certificate issued by the Bureau of Vocational Rehabilitation of the State of California;<sup>1</sup> or
2. The business is a state registered or tax exempt person or organization operating exclusively for charitable purposes.<sup>2</sup>

<sup>1</sup> Provide a copy of the certificate issued from the Bureau of Vocational Rehabilitation filed with the State of California.

<sup>2</sup> Provide a current copy of IRS Form 990 and Letter of Determination filed with the IRS to this Dept. annually.

## HEALTH AND SAFETY CODE SECTION 17920.3

### **§ 17920.3 Substandard building; conditions**

**Any building or portion thereof including any dwelling unit, guest room or suite of rooms, or the premises on which the same is located, in which there exists any of the following listed conditions to an extent that endangers the life, limb, health, property, safety, or welfare of the public or the occupants thereof shall be deemed and hereby is declared to be a substandard building:**

**(a) Inadequate sanitation shall include, but not be limited to, the following:**

- (1) Lack of, or improper water closet, lavatory, or bathtub or shower in a dwelling unit.
- (2) Lack of, or improper water closets, lavatories, and bathtubs or showers per number of guests in a hotel.
- (3) Lack of, or improper kitchen sink.
- (4) Lack of hot and cold running water to plumbing fixtures in a hotel.
- (5) Lack of hot and cold running water to plumbing fixtures in a dwelling unit.
- (6) Lack of adequate heating.
- (7) Lack of, or improper operation of required ventilation equipment.
- (8) Lack of minimum amounts of natural light and ventilation required by this code.
- (9) Room and space dimensions less than required by the code.
- (10) Lack of required electrical lighting.
- (11) Dampness of habitable rooms.
- (12) Infestation of insects, vermin, or rodents as determined by the health officer.
- (13) General dilapidation or improper maintenance.
- (14) Lack of connection to required sewage disposal system.
- (15) Lack of adequate garbage or rubbish storage and removal facilities as determined by the health officer.

**(b) Structural hazards shall include, but not be limited to, the following:**

- (1) Deteriorated or inadequate foundations.
- (2) Defective or deteriorated flooring or floor supports.
- (3) Flooring or floor supports of insufficient size to carry imposed loads with safety.
- (4) Members of walls, partitions, or other vertical support that split, lean, list, or buckle due to defective material or deterioration.
- (5) Members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety.
- (6) Members of ceilings, roofs, ceilings and roof supports, or other horizontal members, which sag, split, or buckle due to defective material or deterioration.
- (7) Members of ceiling, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety.
- (8) Fireplaces or chimneys, which list, bulge, or settle due to defective material or deterioration.
- (9) Fireplaces or chimneys, which are of insufficient size or strength to carry, imposed loads with safety.

- (c) **Any nuisance**
- (d) 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.
- (e) All plumbing, except that which conformed with all applicable laws in effect at the time of installation and which has been maintained in good condition, or which 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 which is free of cross connections and siphonage between fixtures.
- (f) All mechanical equipment including vents, except that which conformed with all applicable laws in effect at the time of installation and which has been maintained in good and safe condition , or which may not have conformed with all applicable laws in effect at the \_\_\_\_\_ condition and \_\_\_\_\_ properly.

**Faulty weather protection, which shall include, but not be limited to, the following:**

- (1) Deteriorated, crumbling or loose plaster.
- (2) Deteriorated or ineffective waterproofing of exterior walls, roof, foundations, or floors, including broken windows or doors.
- (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.
- (4) Broken, rotted, split, or buckled exterior wall coverings or roof coverings.
- (g) Any building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation which, in the opinion of the chief of the fire department or his 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.
- (i) All materials of construction, except those which are specifically allowed or approved by this code, and which have been adequately maintained in good and safe condition.
- (j) Those premises on which an accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, \_\_\_\_\_, rodent harborages, stagnant water, combustible materials, and similar materials or conditions constitute fire, health, or safety hazards.
- (k) Any building or portion thereof which is deteriorated to be an unsafe building due to inadequate maintenance, in accordance with the latest edition of the Uniform Building Code.
- (l) All building 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 which have been adequately maintained and increased in relation to any increased in occupant load through lack of, or improper \_\_\_\_\_ of, exits, additional exits may be required to be installed.
- (m) All buildings or portions thereof which are not provided with the fire-resistive construction or fire-extinguishing systems or equipment required by this code, except those buildings or portions thereof which 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.
- (n) All buildings or portions thereof occupied for living, sleeping, cooking or dining purposes which were not designed or intended to be used for such occupancies.
- (o) Inadequate structural resistance to horizontal forces. “includes a building not in compliance with Section 17920.7” . . .”

# HEALTH AND SAFETY CODE SECTION 17920.10

## LEAD HAZARDS

§17920.10. (a) Any building or portion thereof including any dwelling unit, guestroom, or suite of rooms, or portion thereof, or the premises on which it is located, is deemed to be in violation of this part as to any portion that contains lead hazards. For purposes of this part, "lead hazards" means deteriorated lead-based paint, lead-contaminated dust, lead-contaminated soil, or disturbing lead-based paint without containment, if one or more of these hazards are present in one or more locations in amounts that are equal to or exceed the amounts of lead established for these terms in Chapter 8 (commencing with Section 35001) of Division 1 of Title 17 of the California Code of Regulations or by this section and that are likely to endanger the health of the public or the occupants thereof as a result of their proximity to the public or the occupants thereof.

## **LEAD HAZARD WARNING**

Lead-safe work practices are required by State of California Law for all work that disturbs paint in pre-1978 buildings due to the possible presence of lead-based paint. As of April 22, 2010, the US EPA requires all workers (including property owners) who disturb pre 1978 painted surfaces to be trained, and all firms to be EPA certified, in lead safety. For more information, contact EPA at [www.epa.gov/lead](http://www.epa.gov/lead) or San Mateo County Environmental Health 650-372-6200

### LINKS TO ADDITIONAL LEAD INFORMATION:

[Renovate Right – EPA Publication](#)

[Protect Your Family From Lead In Your Home - English](#)

[Protect Your Family From Lead In Your Home - Spanish](#)

[EPA – www.epa.gov/lead](http://www.epa.gov/lead)



## PEST CONTROL SERVICE GUIDELINES

**Do not apply pesticides** unless you fully understand what you are applying and the risks involved. You are legally liable if you misapply a pesticide, or apply it without a license to the property of another (including common spaces in apartment buildings).

An illegal use occurs when someone does not follow the directions on a pesticide label or does not obey California's laws. Anyone who uses a pesticide illegally can be fined or criminally prosecuted. This applies even to people using pesticides in their own homes or gardens. Pesticide labels are your guide to using the product safely. The label is the law. This means that if you don't follow the directions printed on the label, you are breaking the law!

Under the CA Structural Pest Control Act\*, Article 3, Section 8555 (c), Pest control may be performed by persons upon property that they own, lease or rent, except that the persons shall be subject to the limitations imposed by Article 3 of this chapter. This applies ONLY to Owners of rental property. Owner's agents, managers, tenants, maintenance workers etc., (unless licensed) **CANNOT legally apply pesticides** if asked to do so by the owner. It is strongly recommended, and in most instances shall be required by Environmental Health, to hire a licensed pest control company to confirm the infestation and to develop an integrated pest management plan.

Licensed applicators should provide proof of their licensure and their company's licensure upon request.

Visit [www.pestboard.ca.gov/license](http://www.pestboard.ca.gov/license) or call Structural Pest Control Board at (916) 561-8704 to confirm that the company is certified.

California law requires a registered structural pest control company to provide the owner, or owner's agent, and tenant(s) of the premises for which the work is to be performed with clear written warning notice which contain the following information: a) the pest to be controlled; b) the pesticide(s) to be used, and the active ingredient(s); c) frequency of application.

In cases involving a contract for periodic pest control service, the notice is required to be provided by the pest control company at the time of initial treatment. The Owner/Agent is required to provide subsequent new tenants with a copy of this initial notice provided by the pest control company. The notice must contain information about the frequency of treatment.

It is important for the owner/management/tenant(s) to cooperate fully with all of the pest control company's recommendations. These recommendations may include removing items from kitchen cabinets, washing clothing and linens, reducing clutter in infested rooms, removing overgrown vegetation from the premises etc.

If you have questions or concerns about a pesticide application, or to report illegal pesticide use, call the County Agricultural Commissioner's Office at (650) 363-4700. Agricultural Commissioner investigates pesticide incidents and illnesses, and can assess fines and other penalties if laws have been broken.



\*CA Dept of Pesticide Regulation: [www.cdpr.ca.gov/](http://www.cdpr.ca.gov/)  
National Pesticide Information Center: [www.npic.orst.edu](http://www.npic.orst.edu)  
US EPA – Bed Bugs and Pesticides: <http://www.epa.gov/bedbugs/>





# HOUSING INSPECTION REPORT

## ENVIRONMENTAL HEALTH SERVICES DIVISION



2000 ALAMEDA DE LAS PULGAS, SUITE 100, SAN MATEO, CA 94403-TEL (650) 372-6200 FAX (650) 627-8244  
[WWW.SMCEALTH.ORG/NODE/360](http://WWW.SMCEALTH.ORG/NODE/360)

PROPERTY ADDRESS				DATE
OWNER'S NAME/DBA				RECHECK DATE
MAILING ADDRESS				PAGE _____ OF _____
CONTACT PHONE NUMBER				COMPLAINT ID <b>CO</b>
APN	UNITS	RECORD ID <b>PR</b>	PROGRAM ELEMENT	SERVICE CODE

VIOLATION OBSERVED	SEE REVERSE	The Marked Items Represent Health & Safety Code Violations And Must Be Corrected As Follows:
Door Locks/ Window Security	01	
Electrical	02	
Elevator/ Permit Expired	03	
Exterior	04	
Fire Extinguisher (date)	05	
Fire Safety	05	
Floors	04	
Foundation	04	
Foundation Vent Screens	22	
Garbage Area / Receptacles	06	
Ground Maintenance	04	
Handrails/ Guardrails/ Stairs	04/07	
Hazardous Materials	08	
Heating Facilities	09	
Hot Water Heater	10	
Interior	13	
Laundry Room	14	
Lead Paint Hazard (pre-1978)	15	
Lighting	16	
Mold/Mildew	13	
Motor Vehicles/ Inoperable	12	
Nuisance	17	
Occupancy	18	
Owner/Mgmt Information	19	
Plumbing	20	
Pool Area	21	
Roof	04	
Sewage	20	
Sidewalks/ Driveways	22	
Smoke / CO Detectors	23	
Structural Hazard	04	
Ventilation	24	
Vermin / Pest Control	25	
Weather Protection	04	
Windows	04	
Hotels/Motels/B&B		
Continental Breakfast/ Kitchen	26	
Food Safety Certification	27	
Ice Dispenser	11	
Room Condition/ Bedding	28	
Storage Areas/ Pantry	26	
Multi-Use Utensils Sanitized	29	

**COMMENTS:**

Only common areas and the exterior of the property inspected; no complaints reported

ADDITIONAL INSPECTIONS REQUIRED FOR COMPLIANCE OF THE ABOVE VIOLATIONS WILL BE BILLED AT AN HOURLY RATE AS ALLOWED BY COUNTY ORDINANCE

RECEIVED BY:  
**X**

ENVIRONMENTAL HEALTH SPECIALIST:

Revenue and Taxation Code Section 172299 and 24436.5 requires that our agency report all substandard rental units that do not comply within six (6) months of this notice. If compliance is not met, this office will report such non-compliance to the Federal Tax Board which will disallow any State Income Tax deductions for interest, depreciation, or taxes for this dwelling unit(s).

Items marked on the Housing Inspection Report denote a violation of the law as found in the Uniform Housing Code (UHC), the International Building Code (IBC), the California Health and Safety Code (HSC) Sections 13113 and 17920.3-17910 et seq, the California Code of Regulations (CCR) Title 25 & 17 & 22 & 24, the Uniform Plumbing Code (UPC), the Uniform Mechanical Code (UMC), the National Electrical Code, the California Labor Code (CLC), Penal Code 370-373a., and the San Mateo County Ordinance, and applicable Municipal Codes.

- 01. Door Locks/ Window Security.** (CCR 1941.3)
  - a. Install and maintain an operable dead bolt lock on each main swinging entry door of a dwelling unit. Dead bolt lock shall be of a thumb-turn type; key operated type is not permitted.
  - b. Install and maintain operable window security or locking devices for windows that are designed to be opened.
- 02. Electrical.** Maintain all electrical equipment, wiring, and appliances in good and safe condition and working properly. (HSC 17920.3 & UHC 1001.5)
- 03. Elevator Permit Expired.** (CLC 7300-7324 (contact: 408-362-2120))
- 04 Exterior.** Maintain the premises in good repair. (UHC 1001.3-1001.13)
  - a. Remove abandoned appliances or secure to prevent entrapment. (HSC 17920.3)
  - b. Repair/ replace structural hazards, such as foundations, flooring or floor supports, wall members or vertical supports, ceiling, roof or roof supports, fireplaces or chimneys. (HSC 17920.3)
  - c. Repair/ replace faulty weather protection, including but not limited to deteriorated plaster and deteriorated waterproofing at exterior walls, roof, foundation, floors including broken windows and doors. (HSC 17920.3, UHC 1001.8)
  - d. Provide adequate lighting to all hallways, stairs, and exitways. (UHC 504.4)
  - e. Repair/ replace steps, handrails, or stairs that are missing or in poor repair. (HSC 17920.3, UHC 601.2)
  - f. Remove accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water, combustible materials, and similar materials or conditions that constitute fire, health, or safety hazards. (HSC 17920.3, UHC 1001.11 & 1001.2)
  - g. Repair/ replace broken and/or missing doors/ windows. (HSC 17920.3, UHC 601.2)
- 05. Fire Extinguishers/ Safety.** Provide operable, approved fire extinguishing systems or equipment and service annually. (HSC 17920.3, UHC 901 & 1001.13, 1001.9, CCR Title 25 Section 46).
  - a. There shall be at least one (1) extinguisher on each floor or level;
  - b. There shall be an extinguisher within 75 feet from the door to each dwelling unit and on the same level;
  - c. The extinguisher must be easily accessible and not in a locked room;
  - d. The extinguisher, gauge, and service tag must be visible and well marked;
  - e. The minimum rating of an extinguisher is 2A:10BC;
  - f. The extinguisher must be inspected annually by a licensed person.
- 06. Garbage Area.** Provide adequate garbage/ rubbish storage and removal facilities. (HSC 17920.3, UHC 1001.2)
  - a. Store garbage/ rubbish in covered container with tight-fitting lid.
  - b. Clean to remove garbage/ rubbish accumulation outside of dumpster/ container.
  - c. Provide additional garbage/ rubbish containers and/or more frequent removal.
- 07. Handrails & Guardrails.** Every exterior and interior flight of stairs having more than four risers shall have a handrail on one side of the stair, and every open portion of a stair, landing, balcony, porch, deck, ramp,....more than 30 inches above the floor...shall have guards. (HSC 17920.3)
- 08. Hazardous Materials.**
- 09. Heating.** Provide heating that is adequate and in good repair to all habitable rooms. (HSC 17920.3, UHC 701 & 1001.2, CCR Title 25). Dwelling units shall be provided with heating facilities capable of maintaining a room temperature of 68°F at a point 3 feet above the floor in all habitable rooms. All heating devices or appliances shall be of an approved type.
- 10. Hot Water Heater.** Hot water is supplied to plumbing fixtures at a temperature of not less than 110°F. (HSC 19210-19216 & UHC 401 & 1001.2)
  - a. All water heaters shall be braced, anchored, or strapped to resist falling or horizontal displacement due to earthquake motion.
  - b. Water heaters shall also include a properly installed Temperature and Pressure Relief Valve (TPR) and discharge tube. UPC Section 17958.5)
- 11. Ice Dispenser.** (HSC 114065)
- 12. Motor Vehicles/ Inoperable Vehicles.** No inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises.....be in a state of major disrepair....undergo painting....etc. (IPMC 302.8)
- 13. Interior.** Maintain the interior of building/structure in good repair. (HSC 17920.3, UHC 601 & 1001.2)
  - a. Abate dampness of habitable rooms.
  - b. Provide damp-proof, weatherproof structure.
  - c. Identify source of moisture and remove excessive moisture.
- 14. Laundry Room.**
  - a. Provide adequate ventilation. (HSC 17920.3, UHC 504.3 & 701.3)
  - b. Repair/ replace plumbing leaks. (HSC 17920.3, UHC 505)
  - c. Drain all liquid waste to approved public sewer or approved sewage disposal system. (HSC 17920.3)
- 15. Lead Paint Hazard.** (HSC 17920.10)
  - a. Abate lead paint hazard using approved safe work practices.
  - b. Repair deteriorated lead-based paint, remove lead-contaminated dust and soil using approved safe work practices.
  - c. Do not disturb lead-based paint without containment using approved safe work practices.
- 16. Lighting.** (HSC 17920.3, UHC 504 & 1001.2)
  - a. Provide required electrical lighting.
  - b. Provide minimum amounts of natural lighting.
  - c. Provide adequate lighting to all hallways, stairs, and exits.
- 17. Nuisance.** Anything which is injurious to health or is indecent or offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property by an entire community or neighborhood, or by any considerable number of persons, or unlawfully obstructs the free passage or use.....is a public nuisance (PC 370-373a, UHC 401 & 1001.4)
- 18. Occupancy.** Provide proper room and space dimensions. Habitable rooms intended for sleeping purposes shall be a minimum of 70 square feet for the first two occupants and an additional 50 square feet for each additional occupant. Prevent overcrowding. (HSC 503) **Improper Occupancy.** Do not allow occupancy of buildings or other portions of buildings that are occupied for living, sleeping, cooking, or dining purposes that were not designed or intended to be used for those occupancies. (HSC 17920.3 & UHC 1001.14)
- 19. Owner/Management Information Posted.** A notice stating owner name & address shall be posted in a conspicuous place on the premises of all complexes in which there less than 16 units.  
A resident manager shall reside upon the premises and shall have charge of every dwelling unit in which there are 16 or more units.
- 20. Plumbing.** Maintain all plumbing in good and safe condition and working properly, and free of cross connections and siphonage between fixtures. (HSC 17920.3, UHC 401 & 505 & 1001.2 & 1001.6, UPC 101.5.5)
  - a. Provide water closet, lavatory, bathtub, or shower that is adequate and in good repair.
  - b. Repair plumbing leak at drainpipe.
  - c. Provide kitchen sink in good repair.
  - d. Provide hot and cold running water all plumbing fixtures.
  - e. Provide connection to public sewer or approved sewage disposal system.
  - f. Repair plumbing system to eliminate cross-connection or siphonage between fixtures.
- 21. Pool Area.** Clarity of water - water must be clear at all times (CCR, Title 22, CH 20, 65527). Gates - must be self closing and self latching (Title 24, CH 31B, 3118B.2).
- 22. Sidewalks/ Driveways.** Shall be kept in a proper state of repair. (IPMC 302.3)
- 23. Smoke Detectors.** Provide operable, approved smoke detectors in each dwelling unit intended for human occupancy and in common stairwells. The owner must install smoke detectors in the common areas of every apartment, every bedroom, and on every floor of a single-family house. The owner shall be responsible for testing and maintaining detectors in hotels, motels, apartment complexes and other multiple dwelling complexes. (HSC 13113.7&13113.8). **Carbon Monoxide Detectors** must be installed in every SFD by 7/1/2011 and in all other dwelling units by 1/1/2013. (SB183)
- 24. Ventilation.** Provide adequate ventilation. (HSC 17920.3, UHC 504 & 1001.2)
- 25. Vermin.** (HSC 17920.3, UHC 601 & 1001.2)
  - a. Abate infestation of insects, vermin, or rodents.
  - b. Maintain premises free of vermin.
  - c. Repair the building to prevent the entrance and/or harborage of vermin.
  - d. Clean to remove vermin.
  - e. Clean to remove accumulation of animal/dog droppings.
  - f. Use only approved insecticides/ pesticides.
- 26. Continental Breakfast/ Kitchen.** California Retail Food Code. (CALCODE)
- 27. Food Safety Certification.** Certificates shall be valid for five years from the date of original issuance. (HSC 113947 - 113947.6)
- 28. Hotel/Motel/B&B Bedding.** Provide clean, dry, sanitary bedding. (CCR Title 25)
- 29. Hotel/Motel/B&B Utensils Sanitized.** All multi-service utensils must be washed, rinsed and sanitized between uses. (HSC 114060 - 114097 & CCR Title 17-30850-30858)



## HEATING REQUIREMENTS

Dwelling units shall be provided with heating facilities capable of maintaining a **room temperature of 68°** at a point 3 feet above the floor in all habitable rooms. Such facilities shall be installed and maintained in a safe condition and in accordance with section 3102 of the Building Code, the Mechanical Code and all other applicable laws. All heating devices or appliances shall be of an approved type. Uniform Housing Code §701.1

## HAZARDOUS MATERIALS

Disposal of hazardous materials such as auto batteries, used motor oil, automotive fluids, paints, cleaners, poisons, pesticides, solvents, etc., must be disposed of properly. For information on disposal collection sites, contact the San Mateo County Household Hazardous Waste Program at 650-363-4718.

## PEST CONTROL REQUIREMENTS

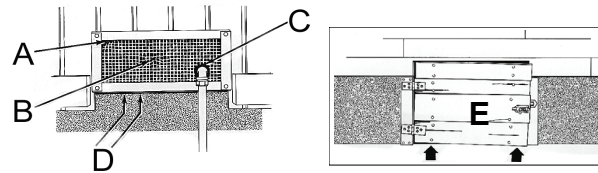
**You are legally liable if you misapply a pesticide to your rental property.** Landlords, owners and building managers should instead, hire a Licensed Pest Control Operator to confirm the infestation and to develop an integrated pest management plan. Tenants have an obligation to cooperate with owners and landlords. This includes preparing the unit so that the pest control operator can easily inspect the rooms and treat if necessary.

Agriculture Dept [www.co.sanmateo.ca.us/agwm](http://www.co.sanmateo.ca.us/agwm)

**NOTIFY ENVIRONMENTAL HEALTH  
IN WRITING WITHIN 30 DAYS OF  
CHANGE OF OWNERSHIP**

## FOUNDATION VENT SCREENS

Periodic inspection of your property should be conducted to insure that proper rodent proofing is still intact. The following illustrations are examples of the most common entry points for rodents to enter the building.



### 1. Through damaged vent screens:

- A. the screen is pushed out or detached;
- B. loose flat cut in the wire mesh;
- C. the hole for pipe or wire is too large;
- D. hand or fingers can be pushed up between screen and foundation.

Recommended type screen should be no larger than **¼ inch mesh, galvanized screen**. Screen with openings larger than ¼ inch (e.g. chicken wire) will not exclude rodents.

### 2. Through sub-floor crawl space opening:

- E. Cover or lid should fit tight on all four sides with no gaps or openings.

### 3. Through open dryer vent ducts.

Use one way flap or louver type cove plates.

Providing adequate housing to your tenants is a minimum requirement under State Housing Codes. The California Civil Code Sections 1941 and 1942 provide tenants with protection against unlawful evictions and other retaliatory measures such as raising rent due to repairs of a minimum requirement.

Revenue and Taxation Code Section 172299 and 24436.5 requires that our agency report all sub-standard rental units that do not comply within six (6) months of notification. If compliance is not met, this office will report such non-compliance to the Federal Tax Board which will disallow any State Income Tax deductions for interest, depreciation, or taxes for this dwelling unit(s).

## ENVIRONMENTAL HEALTH SAN MATEO COUNTY



PROTECTING OUR HEALTH AND ENVIRONMENT

**HOUSING**  
**INSPECTION**  
**PROGRAM**

San Mateo County  
Environmental Health Services Division  
2000 Alameda de las Pulgas, Suite #100  
San Mateo, CA 94403

(650) 372-6200  
(650) 627-8244 - fax  
[www.smchealth.org/node/360](http://www.smchealth.org/node/360)

## OWNER INFORMATION / RESIDENT MANAGER

If the owner does not reside upon the premises of any apartment house in which there are more than 4 but less than 16 apartments, a notice stating his/her name and address, or the name and address of his/her agent in charge of the apartment house, shall be posted in a conspicuous place on the premises.

In the event that the owner of an apartment house does not reside upon said premises, a manager, janitor, housekeeper, or other responsible person shall reside upon the premises and shall have charge of every apartment house in which there are 16 or more apartments. Title 25, §42

## LEAD HAZARD REQUIREMENTS

Lead-safe work practices are required by State Law for all work that disturbs paint in pre-1978 buildings due to the possible presence of lead-based paint. As of April 22, 2010, the EPA requires **all workers** who disturb pre-1978 painted surfaces to be trained, and all firms to be EPA Certified, in lead safety. Health & Safety Code §1792010. [www.epa.gov/lead](http://www.epa.gov/lead).

## SMOKE DETECTOR REQUIREMENTS

Health & Safety Code §13113.7 - The owner must install smoke detectors in the common areas of every dwelling unit, every bedroom, and on every floor of a dwelling.

The owner shall be responsible for testing and maintaining detectors in hotels, motels, apartment complexes and other multiple dwelling complexes.



## CARBON MONOXIDE (CO) DETECTOR REQUIREMENTS

Health & Safety Code §17926-17928 - Requires a carbon monoxide device to be installed in all single-family dwelling units by July 1, 2011.

For all other dwelling units, including **multi-family housing**, the mandate for installation is on or **before January 1, 2013.**

Fine of \$200 for non-compliance



## PORTABLE FIRE EXTINGUISHER REQUIREMENTS

Title 25 section 46 of the State Housing Law, requires that portable fire extinguishers shall be provided and maintained in every apartment house and hotel.

The following specific regulations apply:

- There shall be at least one (1) extinguisher on each floor or level;
- Extinguishers shall be mounted 3-5 feet off the floor;
- There shall be an extinguisher within 75 feet from the door to each dwelling unit and on the same level;
- The extinguisher must be easily accessible and not in a locked room;
- The extinguisher, gauge, and service tag must be visible and well marked;
- The minimum rating of an extinguisher is 2A:10BC;
- The extinguisher must be **inspected annually by a contractor licensed by the State Fire Marshall.**



CCR Title 19, DIV 1, CH 3

## HOT WATER HEATER REQUIREMENTS

Health & Safety Code §19210-19216 & Uniform Housing Code §401, 1001.2, 1001.6.

Hot water is water supplied to plumbing fixtures at a temperature of **not less than 110°.**

- Check for corrosion, rodent droppings, and proper venting connections.
- All water heaters **shall be braced, anchored, or strapped** to resist falling or horizontal displacement due to earthquake motion. All water heaters shall be secured in accordance with the California Plumbing Code, pursuant to Section 17958.5.
- Water heaters shall include a properly installed Temperature and Pressure Relief (TPR) Valve.
- A discharge tube shall be connected to the TPR valve. The discharge tube directs the superheated water down to the floor and away from anyone in the discharge area to prevent scalding or burning. The tube must terminate no more than **6 inches** from the floor or be directed to the exterior of the home.
- Gas connector lines must be flexible type per California Plumbing Code.
- Water heater should be elevated per California Plumbing Code.

