

**CITY OF PACIFIC GROVE  
CITY COUNCIL POLICY**

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Code Enforcement of Substandard Dwelling Units	600-6	July 16, 2008	1 of 2

**I. PURPOSE**

The City Council is concerned about the existence of dwelling units within the City that are not in compliance with the City’s building, zoning and health and safety codes and/or the City’s permitting requirements as these units could compromise the public peace, health and safety and quality of life for Pacific Grove residents. The Council is further concerned about the existence of dwelling units within the City which have unpermitted water fixtures.

California Health and Safety Code Section 17920.3 defines substandard housing to include the existence of conditions to an extent that endanger the life, limb, health, property, safety, or welfare of the public or the occupants. Section 17920.3 specifies such conditions to include and arise from inadequate sanitation, structural hazards, nuisance, wiring, plumbing, mechanical equipment, faulty weather protection, construction materials, and buildings or portions thereof occupied for living, sleeping, cooking or dining purposes that were not designed or intended to be used for those occupancies.

The City Council has directed staff to draft a comprehensive policy to enforce its building and zoning code, and to bring substandard dwelling units into compliance. Such a policy will address the problem of overuse of dwelling units within restricted zones, and protect the quality of life and minimize adverse impacts between adjacent properties, and alleviate parking congestion.

An active Code Enforcement Program will provide a cost effective tool in helping to maintain and enhance property values and instill a sense of fairness in the community.

**II. KEY PROVISIONS FOR ABATEMENT OF SUBSTANDARD AND/OR ILLEGAL DWELLING UNITS**

1. Substandard dwelling units do not comply with the City’s building, zoning and/or permitting requirements and can compromise the public peace, health and safety and quality of life of City residents.
2. Owners of substandard dwelling units must abide by City regulations by bringing such unit(s) into conformity or by abating them.

3. City staff shall actively pursue code violation complaints, including anonymous complaints, regarding substandard dwelling units, in accordance with the City's Administrative Enforcement Ordinance, and where necessary, the City may pursue civil remedies.
4. The City's code enforcement officer, building inspector and other field staff shall be trained to identify potential substandard dwelling units when in the field on City business. Any such units identified should be reported to the code enforcement officer for investigation and resolution in accordance with the City's Administrative Enforcement Ordinance, or pursuant to state law.
5. The City shall consider an ordinance to amend its municipal code to require an exterior building inspection as part of the Residential Zoning Records Report which is required at the time of a property sale or transfer.
6. The City shall provide a public information brochure on the problems created by substandard dwelling units, including placing residents in danger, increasing the strain on community resources, and impacting the livability of neighborhoods. The City shall provide information on how to legalize substandard dwelling units and, for those owners unable to legalize their unit(s), provide information on the steps required to abate.
7. For those owners that are able to legalize their unit(s), the City shall offer technical assistance to obtain the proper planning approvals and shall offer financial assistance to make any needed health and safety repairs through the Housing Rehabilitation Loan Program.
8. The City shall expand its affordable housing resource list to include local agencies that provide assistance to tenants and landlords, such as financial assistance programs, legal assistance, property managers, emergency shelters, and affordable housing units in the area. The City shall post this information on the City's website and provide copies at the library and city hall.

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