



# City Requirements

Every city has in place their own policies and requirements for the sale or transfer of real estate. We have provided this document for your reference, in the event that you conduct a real estate sale or transfer transaction in the following cities:

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## »» City of Laguna Beach

A Real Property Report Form is required to be submitted to the Business Planning & Zoning Dept. Each Report is to be obtained and submitted in person only, by the seller. Form fee is \$350.

Laguna Beach City Hall • 505 Forest Avenue • Laguna Beach, CA • 92651 • (949) 497-3311

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## »» City of Newport Beach

A Residential Building Inspection is required via a city code inspector. For more information, contact Jana Egan (949) 644-3216 or Susan McCourt (949) 644-3289. Seller's side is responsible to order, Buyer may waive actual inspection but fees must still be paid.

- **Single Family Residence** \$ 150
- **Duplex** \$180

City of Newport Beach • 3300 Newport Blvd. • Newport Beach, CA • 92663

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## »» City of Carson

A Residential Property Report (\$150 Residential / \$100 Condo) is required to be submitted to the Building & Safety Division. The seller or seller's agent is highly encouraged to be present at the time of inspection. A business license may also be required for a realtor doing business within the city limits.

- **Division of Building & Safety** (310) 952-1766
- **Revenue Division** (Business License) (310) 952-1748

Direct Links:

**Information:** [http://ci.carson.ca.us/CommunityDevelopment/res\\_property\\_report\\_ord.aspx](http://ci.carson.ca.us/CommunityDevelopment/res_property_report_ord.aspx)

City of Carson • 701 E. Carson St. • Carson, CA 90745 • Division of Building and Safety: (310) 952-1766

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# City Requirements

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## »» City of Compton

A Presale Inspection Form is required to be obtained from, and submitted to the Building & Safety Department. To schedule an inspection, please call during the business hours of Monday to Thursday, 7am to 6pm. (There is a fee, please contact city for said fee requirement)

The seller or seller's agent is required to be present at the time of inspection.

**Building & Safety Department:** (310) 605-5509

Direct Link: <https://www2.citizenserve.com/Portal/PortalController>  
<https://www2.citizenserve.com/Documents/202/REPORT%20OF%20RES.%20BLDG%20RECORDS%20WITH%20AS-IS%20REVISED%20012919.pdf>

**City of Compton • 205 S. Willowbrook Avenue • Compton, CA 90220 • Building and Safety Department: (310) 605-5509**

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## »» City of Huntington Park

A Presale Inspection Form (\$165) is required to be submitted to the Building & Safety Division. The seller or seller's agent is required to be present at the time of inspection.

**Building & Safety Division** [bgrimm@huntingtonpark.org](mailto:bgrimm@huntingtonpark.org)

Direct Link: <http://www.hpca.gov/documentcenter/view/389>

**City of Huntington Park • 6550 Miles Avenue • Huntington Park, CA 90255 • Building and Safety: (323) 584-6271**

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## »» City of La Puente

A No Ordinances or Requirements found.

Direct Link: <http://www.lapuente.org/>

**City of La Puente • 15900 E. Mean Street • La Puente, CA 91744 • (626) 855-1500**

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## »» City of Long Beach

A Parking Impacted Areas form and inspection is required to be submitted to the City Building Inspector.

**Richard Carrico** Combination Building Inspector [richard.carrico@longbeach.gov](mailto:richard.carrico@longbeach.gov) 562-570-5711 or

**Jocelyn Edillor** [jocelyn.edillor@longbeach.gov](mailto:jocelyn.edillor@longbeach.gov) 562-570-6401

Direct Link [http://www.lbds.info/neighborhood\\_services/code\\_enforcement/garage\\_resale.asp](http://www.lbds.info/neighborhood_services/code_enforcement/garage_resale.asp)

**City of Long Beach • 444 West Ocean Blvd., Suite 1700 • Long Beach, CA 90802 • City Building Inspector (562) 570-6515**

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## »» City of Los Angeles

Separate documents are required for real estate transactions with in the City of Los Angeles. They are the Department of Water & Power Certificate of Compliance – Municipal Water Conservation Ordinance, and the Application for Report of Residential Property Records and Pending Special Assessment Liens.

1. Los Angeles DWP CERTIFICATE OF COMPLIANCE - Municipal Water Conservation Ordinance  
Direct Link:  
[https://www.ladwp.com/ladwp/faces/ladwp/residential/r-customerservices/r-cs-formsandpublication?\\_adf.ctrl-state=gp4stmkbs\\_108&\\_afLoop=415583835571209](https://www.ladwp.com/ladwp/faces/ladwp/residential/r-customerservices/r-cs-formsandpublication?_adf.ctrl-state=gp4stmkbs_108&_afLoop=415583835571209)  
**LADWP • P O BOX 515406 • LOS ANGELES CA • 90051-6706 • (888)284-6130**
2. APPLICATION FOR REPORT OF RESIDENTIAL PROPERTY RECORDS AND PENDING SPECIAL ASSESSMENT LIENS (aka Form 9)  
Direct Link: [http://www.ladbs.org/docs/default-source/forms/administrative/RPR\\_Form9.pdf](http://www.ladbs.org/docs/default-source/forms/administrative/RPR_Form9.pdf)  
**LADBS • 201 N. Figueroa St., 4th Floor • Los Angeles, CA • 90012 • (213) 482-6777**

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## »» City of Lynwood

A Presale Real Property Report (\$230.44) is required to be completed by the Seller or Seller's Agent. A business license may also be required for a realtor doing business within the city limits (see pdf). For more information, please contact the Development Services Department, Building and Safety Division.

• **Building and Safety Division (310) 603-0220**

Direct Link: <http://lynwood.ca.us/wp-content/uploads/2016/07/Real-Property-Report.pdf>

See: Attached PDFs (4)

**City of Lynwood • 11330 Bullis Road • Lynwood, CA 90262-3693 • City Building & Safety (310) 603-0220 ext. 246**

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## »» City of Maywood

A Presale Inspection Report Application (\$110) is required to be picked up in person. A business license may also be required for a realtor doing business within the city limits (\$50).

**City Building Inspector • (323) 562-5724**

Direct Link: [http://www.lbds.info/neighborhood\\_services/garage\\_inspection\\_program.asp](http://www.lbds.info/neighborhood_services/garage_inspection_program.asp)

**City of Maywood • 4319 E. Slauson Avenue • Maywood, CA 90270 • City Building Inspector (323) 562-5724**

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## »» City of Redondo Beach

\$40 Fee must be paid when applying. Report of Building Records must be delivered to the Buyer, by the Seller or the Seller's Agent, prior to the consummation of the Sale or Exchange. One copy shall be returned to the City of Redondo Beach, Building Department, with the signature of the Buyer, as evidence of compliance with Chapter 10, Title 9 of the Redondo Beach Municipal Code. Completed reports are usually ready in 3 days. For additional information, contact:

Building & Safety • (310) 318-0636

Direct Link: <http://www.redondo.org/civica/filebank/blobdload.asp?BlobID=1633>

City Link: <http://www.redondo.org/default.asp>

City of Redondo Beach • 415 Diamond Street • Redondo Beach, CA 90277 • Building Department (310) 318-0636 • F: (310) 374-4828

## »» City of South Gate

All homes for sale in the City of South Gate are inspected for code violations, which must be corrected prior to sale, or revealed to a prospective buyer who must agree to correct them. For additional information, contact:

Building & Safety • (323) 563-9583

Direct Link: <http://www.cityofsouthgate.org/173/Residential-Pre-Sale-Inspections>

Pre-Sale: <http://www.cityofsouthgate.org/DocumentCenter/View/1035>

City of Southgate \* 8650 California Avenue, South Gate, CA 90280 \* Phone: 323-563-9500

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Azusa	(626) 812-5235		Monterey Park	(626) 307-1300
Bell	(323) 588-6211		Newport Beach	(949) 644-3288
Beverly Hills	(310) 285-1141		Oxnard	(805) 385-7840
Burbank	(818) 238-3700		Pacific Palisades	(888) LA4-Build
Carson	(310) 952-1766		Palos Verdes Estates	(310) 378-0383
Compton	(310) 605-5509		Pasadena	(626) 744-4633
Cudahy	(323) 773-5143		Port Hueneme	(805) 986-6500
Culver City	(310) 253-5800		Rancho Palos Verdes	(310) 265-7800
			Redondo Beach	(310) 318-0636

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