



Planning & Development Department
Building & Safety Division
Housing Code Enforcement

RENTAL HOUSING SAFETY PROGRAM (RHSP) OWNER REQUEST FOR RENTAL HOUSING INSPECTION

Background

Berkeley Municipal Code (BMC) Section 12.48, which establishes the City's Rental Housing Safety Program (RHSP). The RHSP allows owners to request inspection of their residential rental unit(s) in lieu of the annual requirement that owners certify that their rental unit(s) meet certain safety standards as contained in Schedule A of the City's Housing Safety Checklist. All units receiving a City Housing Inspection where either no violations have been found to exist or where any violations found have been corrected will be exempt from the Schedule A of the required Certification until the earlier of either July 1st of the third year following the date of the inspection or the revocation of a certificate of compliance issued by the City.

There is no charge for the initial inspection or for the first re-inspection where all violations cited have been corrected. However, if violations are found and are not corrected by the first re-inspection a fee will be charged based on the fee schedule set forth in City Council Resolution No. 62,230-N.S.

Please be informed that we may not be able to accommodate your request but will inform you if this is the case. Also, in order for us to inspect the unit, if the unit is occupied, it will be your responsibility to make arrangements with the tenant as to the date/time of the inspection and to allow access to the City's housing inspector. Units that are vacant, or have been grouped together so that the inspector can inspect more than one unit will have preference.

Instructions

In order for us to consider your inspection request, please provide the information requested and mail it to the address below:

City of Berkeley
Rental Housing Safety Program
1947 Center Street, 3rd Floor
Berkeley, CA 94704

For your convenience, you may also e-mail us the information at: RHSP@cityofberkeley.info.

Once we receive the information, we will notify you whether we will be able to inspect your unit(s) has been selected for inspection and to arrange a definitive inspection date/time.

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OWNER REQUEST FOR RENTAL HOUSING INSPECTION

Date: _____

OWNER/AGENT INFORMATION

Owner/agent name: _____

Address: _____

Telephone Number: _____

Best time to call: _____

E-Mail Address (if available): _____

PROPERTY INFORMATION

Property Address: _____

Number of Units: _____

Number of Units to be inspected _____

Please be advised that inspectors have an obligation to cite apparent and immediate health and safety hazards in their path of travel even if you have stated that you do not want common areas inspected.

Unit Address	Vacant	Occupied	Probable Date/Time Available to be inspected

Add addresses of additional units to be inspected:

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