



## Code Enforcement – Multi-Family Housing Inspection FAQ (ENGLISH)

### What is the purpose of this program?

On March 7, 2000, the Concord City Council adopted Ordinance No. 00-2 establishing the Multi-family Rental Dwelling Unit Inspection and Maintenance Code. The purpose of the ordinance is to proactively identify blighted and deteriorated housing stock and ensure the rehabilitation or elimination of housing that does not meet minimum Municipal and/or state Building, Housing Code and Health and Safety standards. In addition, the ordinance is intended to promote safety and enhance the quality of life for City residents living in multi-family units.

### What do you look for during an inspection?

The program's scope includes interior unit conditions as well as exterior conditions such as parking lots, driveways, landscaping and accessory structures, fences, walls, trash enclosures, swimming pools, hot tubs and spas. An inspector will notify the owner of an inspection date and time. The owner or owner's designee must accompany the inspector during the inspection. Tenants are welcome to be present during the inspection. All units will be inspected in one day or, in cases of large complexes, over a series of pre-scheduled days. The inspector's focus is identifying substandard maintenance conditions that do not meet the minimum standards established by local and state laws.

### What happens if violations are noted during the inspection?

Property owners will be issued a notice listing specific code violations found in each unit, as well as any exterior code violations. The notice will provide a specified time period in which the violations are to be corrected. The inspectors are available to answer any questions regarding the required repairs the property owner or owner's designee may have to help them successfully complete repairs. The inspector will return on the stated correction date and re-inspect the property to verify compliance.

### What if the violations aren't corrected within the time period provided?

If, upon re-inspection, the property owner has not complied with the notice, then the City will initiate code enforcement action. The purpose of the enforcement action is to ensure that the property is brought into compliance. Typical enforcement action includes, but is not limited to, assessment of administrative citations, charging of re-inspection fees, and actual abatement of the violation(s) by a contractor hired by the City. All costs for abatement is billed to the property owner. Clearly, it is in the property owner's best interest to correct all of the violations within the specific timeframes listed on any notice issued.

### What are you doing to help inform tenants about the program?

The Neighborhood Services Division has a strong educational outreach program. The City's local access television channel (Comcast 28, Astound 29) runs programming specifically designed to educate Concord residents on how to identify and correct municipal code violations that affect the maintenance and upkeep of properties and neighborhoods as a whole. For the Multi-Family Inspection Program, we have developed a comprehensive booklet in both [English](#) and [Spanish](#) that provides full program details

### How can I get more information regarding regulations that pertain to Multi-Family Housing?

- Read the [Multi-Family Municipal Code Sec. 15-50](#) describing self-certification and the multi-family inspection program.
- Read the [Public Nuisance Municipal code](#) Chapter 8.25 of Title 8.
- Read about [Building permits](#).
- Read about landlord and tenant housing rights at [HousingRights.org](#)
- If you still need information or have questions, please visit [www.cityofconcord.org/MFIP](http://www.cityofconcord.org/MFIP), or call (925) 671-3408 or email [MFIP@cityofconcord.org](mailto:MFIP@cityofconcord.org).