



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF PLANNING & BUILDING

BLD-1063C
08/18/2026

Unpermitted-Accessory Dwelling Unit (ADU) or Junior
Accessory Dwelling Unit (JADU) Substandard Housing
Inspection Checklists.

In compliance with Assembly Bill (AB) 2533, this checklist is for homeowners seeking to legalize an existing Accessory Dwelling Unit (ADU) or Junior Accessory Dwelling Unit (JADU) constructed prior to January 1, 2020 within a structure that was not previously permitted. (Option (C) on form BLD-1062)

PLEASE NOTE: BEFORE SUBMITTING A PERMIT APPLICATION, THE HOMEOWNER MAY OBTAIN A CONFIDENTIAL THIRD-PARTY CODE INSPECTION FROM A LICENSED PROFESSIONAL ENGINEER OR CONTRACTOR TO DETERMINE THE UNIT'S EXISTING CONDITION OR POTENTIAL SCOPE OF BUILDING IMPROVEMENTS.

The following Checklist is for option **(C) An ADU or JADU located within a structure that was not previously permitted or inspected.**

Please complete and submit the Substandard Housing Inspection Checklist below per (HSC §17920.3) and include with your application and submittal package:

Plan Submittal	Description
	Plans must be prepared by an architect or engineer registered in the state of California (unless waived by the building official).
Site Plan	
☐ Yes ☐ No	Overall site plan showing all property boundaries, existing structures and utilities.
Architectural:	
☐ Yes ☐ No	Floor Plans with room dimensions and use of each room.
☐ Yes ☐ No	Window and door sizes, opening types (note if tempered) as well as location
☐ Yes ☐ No	Building Sections, elevations, attic, and floor calculations. • Building Height • Vent sizes and types
☐ Yes ☐ No	Roof Plan Showing Roof Slope, Drainage and covering material (Gutters & Downspouts)
☐ Yes ☐ No	Wall covering material and/or fire separation requirements.
☐ Yes ☐ No	Wildland Urban Interface requirements (If Applicable)
Mechanical:	
☐ Yes ☐ No	Brief description for equipment operations, controls and capacities
☐ Yes ☐ No	HVAC equipment location, size, model and pipe size.
☐ Yes ☐ No	Cooling, heating, fan, ventilation, and/or exhaust equipment schedules

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☐ Yes ☐ No	Duct sizing, access to HVAC and working clearances (Including ACCA Manuals D, J, & S)
Electrical:	
☐ Yes ☐ No	Electrical Service Size and Location of panel and schedule
☐ Yes ☐ No	Show location of outlet, switches, lights
☐ Yes ☐ No	Locations of Smoke/CO Detectors
Plumbing:	
☐ Yes ☐ No	Water supply, distribution, and/or separation between potable and non-potable water.
☐ Yes ☐ No	Show location of plumbing fixtures, water piping, water closets, sinks, etc.
☐ Yes ☐ No	Gas line locations and sizing as well as gas appliances served.
☐ Yes ☐ No	Water heater location size and model
☐ Yes ☐ No	Sewer connections with sizing and cleanouts
Structural Hazards (including but not limited to):	
☐ Yes ☐ No	Foundation Plan showing footing size, dimensions, reinforcement, including anchor bolt and hold down placement.
☐ Yes ☐ No	Slab detail
☐ Yes ☐ No	Special Soil concerns
☐ Yes ☐ No	Floor and Roof framing with corresponding details
☐ Yes ☐ No	Building Sections
☐ Yes ☐ No	Shear wall diaphragm requirements
☐ Yes ☐ No	Structural details and notes
☐ Yes ☐ No	Details for foundation and framing sections
☐ Yes ☐ No	Special Inspection requirements
☐ Yes ☐ No	Structural calculations with engineer's stamp
SUBSTANDARD HOUSING INSPECTION CHECKLIST (HSC §17920.3)	
Smoke Detectors:	
Does the Condition Exist?	Description
☐ True ☐ False	Operational and installed in every sleeping room.
☐ True ☐ False	Installed outside each separate sleeping area in the immediate vicinity (hallways).
☐ True ☐ False	Installed on every level of the dwelling unit, including basements.
Carbon Monoxide Alarms:	
☐ True ☐ False	Operational and installed outside each separate sleeping area in the immediate vicinity of bedrooms (hallways), on every occupiable level including basements, and in bedrooms with fireplaces.
☐ True ☐ False	If there is an attached garage with an opening into the dwelling unit, or a fuel-fired appliance or fireplace in the home, alarms should be installed in each level of the dwelling.

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Emergency Egress Windows (for Sleeping Rooms):		
☐ True ☐ False	Emergency egress windows are provided in every sleeping room.	
☐ True ☐ False	The window must have a minimum clear opening width of 20 inches and a clear opening height of 24 inches.	
☐ True ☐ False	The window must provide a minimum net clear opening of 5.7 square feet (or 5 square feet for ground-floor windows).	
☐ True ☐ False	There are no obstructions (such as bars, grilles, or security devices) that could impede escape or rescue in an emergency.	
Adequate Sanitation:		
☐ True ☐ False	Is there a code compliant water closet, lavatory, bathtub or shower in the dwelling unit.	
☐ True ☐ False	Is there a code compliant kitchen sink.	
☐ True ☐ False	Is there a code compliant hot and cold running water to plumbing fixtures.	
☐ True ☐ False	Is there a code compliant heating source.	
☐ True ☐ False	Is there code compliant operational ventilating equipment.	
☐ True ☐ False	Is there a code compliant minimum amounts of natural light and ventilation as required by the California Health and Safety Code. (A minimum of 8% of natural light and 4% of ventilation must be provided based on existing floor area of habitable room(s).)	
☐ True ☐ False	Are there code compliant rooms and space dimensions as required by the California Health and Safety Code. (Habitable room floor areas cannot be less than 70 square feet, and not less than 7 feet in any horizontal dimension, except kitchens.)	
☐ True ☐ False	Is there code compliant electrical lighting.	
☐ True ☐ False	No dampness in habitable rooms found.	
☐ True ☐ False	No infestation of insects, vermin, or rodents found.	
☐ True ☐ False	No visible mold growth, excluding the presence of mold that is minor and found on surfaces that can accumulate moisture as part of their properly functioning and intended use found.	
☐ True ☐ False	No general dilapidation or improper maintenance found.	
☐ True ☐ False	No lack of connection to required sewage disposal system.	
☐ True ☐ False	No lack of adequate garbage and rubbish storage and removal facilities found.	
Structural Hazards include but are not limited to:		
☐ True ☐ False	No deteriorated or inadequate foundations found. (May require exposing an area of foundation to verify.)	
☐ True ☐ False	No defective or deteriorated flooring or floor supports found.	
☐ True ☐ False	Flooring or floor supports are sufficient size to carry imposed loads with safety.	
☐ True ☐ False	No members of walls, partitions, or other vertical supports that split, lean, list, or buckle due to defective material or deterioration found.	
☐ True ☐ False	No members of walls, partitions, or other vertical supports that are of insufficient size to carry imposed loads with safety found.	

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☐ True ☐ False	No members of ceilings, roofs, ceiling and roof supports, or other horizontal members which sag, split, or buckle due to defective material or deterioration found.
☐ True ☐ False	No members of ceilings, roofs, ceiling and roof supports, or other horizontal members that are of insufficient size to carry imposed loads with safety found.
☐ True ☐ False	No fireplaces or chimneys that list, bulge, or settle due to defective material or deterioration found.
☐ True ☐ False	No fireplaces or chimneys that are of insufficient size or strength to carry imposed loads with safety found.
Any nuisance and the following:	
☐ True ☐ False	No nuisance found.
☐ True ☐ False	All wiring, <i>except</i> 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.
☐ True ☐ False	All plumbing, <i>except</i> plumbing that conformed with all applicable laws in effect at the time of installation and has been maintained in good condition, or that 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 that is free of cross connections and siphonage between fixtures.
☐ True ☐ False	All mechanical equipment, including vents, <i>except</i> equipment that conformed with all applicable laws in effect at the time of installation and that has been maintained in good and safe condition, or that 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.
☐ True ☐ False	No faulty weather protection present or found, including, but not limited to: (1) Deteriorated, crumbling or loose plaster (2) Deteriorated or ineffective waterproofing of exterior walls, roofs, 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.
☐ True ☐ False	No building or portion thereof, device, apparatus, equipment, combustible waste, or vegetation that 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 found.
☐ True ☐ False	All materials of construction, <i>except</i> those that are specifically allowed or approved by this code, and that have been adequately maintained in good and safe condition.
☐ True ☐ False	On the premise there is no accumulation of weeds, vegetation, junk, dead organic matter, debris, garbage, offal, rodent harborages, stagnant water,

Accessory Dwelling Unit (ADU) Construction Permit Submittal Requirements

	combustible materials, and similar materials or conditions that which constitute fire, health, or safety hazards found.
☐ True ☐ False	There is no portion of the building that is determined to be an unsafe building due to inadequate maintenance, in accordance with the latest edition of the California Building Code.
☐ True ☐ False	All buildings or portions thereof are provided with adequate exit facilities as required by the California Health and Safety Code, <i>except</i> those buildings or portions thereof whose exit facilities conformed with all applicable laws at the time of their construction and that have been adequately maintained and increased in relation to any increase in occupant load, alteration or addition, or any change in occupancy. When an unsafe condition exists through lack of, or improper location of, exits, additional exits may be required to be installed.
☐ True ☐ False	All buildings or portions thereof that are provided with the fire resistive construction or fire-extinguishing systems or equipment required by the California Health and Safety Code, <i>except</i> those buildings or portions thereof that 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.
☐ True ☐ False	Adequate structural resistance to horizontal forces met.
☐ Yes ☐ No	Providing evidence of date of construction and/or date of conversion to an ADU.
Local Agency Management Program:	
☐ Yes ☐ No	Included is a BLD-1065 Pre-2020 ADU Onsite Wastewater Treatment Systems-Submittal Requirements form.
☐ Yes ☐ No ☐ Not Applicable	My project is within a public sewer service area and the utilities "will-serve" letter is included.

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Required Inspections	Because none of the structure's foundation, slab, and framing were previously inspected and approved at time of original construction, these items shall be inspected to ensure compliance with the Health & Safety Code §17920.3 and the above checklist requirements.
Pre-Construction / Site Verification	
☐ Yes ☐ No	Confirmation that scope of work matches approved plans and no unpermitted structural changes are occurring.
Foundation and Footings	
☐ Yes ☐ No	Expose the foundation at a minimum of three locations so that the footing depth and width can be determined. A minimum 2-foot by 2-foot inspection hole is required.
☐ Yes ☐ No	Provide written verification from an approved testing agency that reinforcing steel was installed to approved plans. Ultrasonic test or R-meter scans are acceptable for this purpose.
☐ Yes ☐ No	Expose the foundation anchors (bolts) at a minimum of three locations.
Structural Wall and Roof Construction	
☐ Yes ☐ No	Expose all lateral resisting (shear) hold downs as shown on the approved plans.
☐ Yes ☐ No	Remove building finish/wall covering over shear paneling for fastener inspection. A minimum 2-foot by 2-foot section and at least one area per wall line must be exposed.
☐ Yes ☐ No	Expose framing hardware and structural connectors.
☐ Yes ☐ No	Provide Truss calculations.
☐ Yes ☐ No	Provide a written verification by a California licensed engineer or architect that the building is structurally sound. Justifying calculations may be required.
Electrical Rough & Final	
☐ Yes ☐ No	Remove cover plates from electrical outlets, switches, panels, etc. Expose ground electrode and water bond connections. Remove light fixtures. Expose concealed wiring.
☐ Yes ☐ No	Verification of new circuits, AFCI/GFCI protection, panel upgrades, and branch wiring meet CRC and CEC requirements.
Plumbing Rough & Final	
☐ Yes ☐ No	Expose interior gas piping (if requested). Pressure test the entire gas piping system @ 3 psi for 10 minutes.
☐ Yes ☐ No	Expose drain waste and vent plumbing and air test the piping at 5 psi for 15 minutes. Video all drain lines not able to be exposed.
Mechanical Rough & Final	
☐ Yes ☐ No	Confirmation compliance with ventilation, heating, cooling, and appliance installation requirements.

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Vapor Barrier Inspection	
☐ Yes ☐ No	Verification that the existing foundation elements have been sealed properly.
Insulation Inspection	
☐ Yes ☐ No	Ensure upgraded thermal values match Title 24 requirements.
Drywall / Interior Shear (if applicable)	
☐ Yes ☐ No	Expose sections of drywall/interior shear as needed to verify material type and thickness, fastening type and spacing, panel layout, edge and intermittent support, and overall compliance with the approved plans. Verify fire-rated assemblies, garage separations, penetrations, and other concealed requirements, as applicable.
Final Building Inspection	
☐ Yes ☐ No	Verification of completeness, habitability, safety compliance, smoke/CO installation, egress, and all corrections addressed.
☐ Yes ☐ No	Foundation / Footings / Reinforcement
☐ Yes ☐ No	Slab (if applicable)
Conditions of Approval	Please clearly note the following conditions of approval on the cover sheet of the plans:
☐ Yes ☐ No	Record a deed restriction.
☐ Yes ☐ No	Final report from the licensed professional in responsible charge stating that the project has been completed in accordance with the approved plans and all applicable codes.
☐ Yes ☐ No	Please clarify if the existing single family dwelling is equipped with fire sprinklers. (Note: Fire sprinklers shall be required for the ADU if the existing single family dwelling has a fire sprinkler system)

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OWNER/APPLICANT/CONTRACTOR SIGNATURE AND ACKNOWLEDGMENTS



Please read carefully before signing. Submission of this checklist does not imply approval by the County Planning and Building Department.

I, the undersigned Applicant/Representative and/or Licensed Engineer/Contractor, have verified that all the submittal items required on this Checklist are included in the application materials and/or plans.

I, the undersigned Applicant/Representative and/or Licensed Engineer/Contractor, acknowledge the following:

- By selecting true to all of the items listed on this form, I am certifying that the space remains safe to occupy during the permitting process.
- Any item identified as substandard within the SUBSTANDARD HOUSING INSPECTION CHECKLIST (HSC §17920.3) may be subject to correction through application and issuance of a San Luis Obispo County Building Permit.
- Any item identified as substandard and corrected is subject to an inspection by the County Building Inspector for compliance with California Building Code, State Housing Law, and HSC Section 17920.3.

I, the undersigned Applicant/Representative and/or Licensed Engineer/Contractor, certify the following:

- That all inspections shall comply with California State Housing Law and HSC Section 17920.3, which identifies and defines substandard housing conditions.

Signature

Date

Print Name

Contractor Name

Date of Inspection

Contractor License No.

Engineer Name

Date of Inspection

Engineer's License No.