

# The Residential Rental Housing Inspection Program

**Benefits Property Owners,  
Renters, and ALL  
Citrus Heights Residents**

**Promotes safe rental  
housing that meets  
health standards**

- Maintains and increases property values
- Preserves neighborhoods and quality of life
- Reduces deteriorating rental housing
- Encourages annual self-certification inspections by rental property owners
- Fosters a partnership between property owners, tenants and the City of Citrus Heights



**Citrus Heights  
Police Department**

6315 Fountain Square Drive  
Citrus Heights, CA 95621  
Phone: (916) 727-5500  
Fax: (916) 727-4973  
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**Citrus Heights  
Police Department**

## Residential Rental Housing Inspection Program

*Working with You to Maintain  
Quality Living Standards that  
Protect Renters and Rental  
Property Owners*



[www.citrusheightspd.net](http://www.citrusheightspd.net)  
(916) 727-5520

# CITRUS HEIGHTS

Solid roots. New growth.

Citrus Heights is a great place to live is due in large part to the quality of our neighborhoods and the range of available housing. To maintain the standard of living in Citrus Heights and prevent deterioration of neighborhoods, rental units must meet minimum building standards. The Residential Rental Housing Inspection Program promotes compliance with health and safety standards to reduce substandard rental housing conditions.

## INSPECTIONS MAINTAIN LIVING STANDARDS

Code Enforcement Officers inspect rental properties for interior and exterior code violations and issue corrective notices as needed. Common examples of violations are:

- Inoperable or missing smoke & carbon monoxide detectors
- Faulty electrical wiring
- Faulty weather protection
- Improper venting of fuel burning appliance
- Unapproved plumbing
- Inadequate or lack of heating

## HOW THE PROGRAM WORKS

Owners of rental property are required to submit a Rental Housing Program Registration Form for each rental property owned.\* Registration forms are available on the program web page, or owners may call the program office at 916-727-5520 to request a form and information packet by mail.

Once the property is registered, if it has not yet been inspected by the program, inspection appointment letters are sent to the property owner and tenant(s) providing advance notice of the appointment date and time. The inspector performs an inspection of the exterior and interior of the rental units. If no violations exist, the inspector provides an approved checklist to the property owner and tenant, and no further inspections are needed. The property then qualifies for "Self-Certified" status.

Owners of Self-Certified properties are required to inspect their units every three years and at the change of tenancy, making any necessary repairs to ensure no new violations are present. The Rental Housing Program randomly inspects 10% of the self-certified properties to verify that the property is maintained and that no new violations exist. If the property is in compliance, it will continue in the Self-Certification Program. If the property does not pass inspection, it will no longer be eligible for the Self-Certification Program and will be subject to annual inspections

If the property does have violations, the inspector gives the property owner a list of items to be corrected and within 24-hours to 120-days, depending on the severity of the violation, into compliance. If violations still exist upon re-inspection, the owner will be subject to annual penalties and enforcement action and the property will not be eligible for self-certification until violations have been cleared and an annual re-inspection is performed

*\* Some properties are exempt from the program, including those units that are less than five years old and units that are inspected regularly by another government agency.*

## ADDITIONAL INFORMATION

*Regarding the Rental Housing*

*Inspection Program and  
more information*

*[www.citrusheightspd.net](http://www.citrusheightspd.net)*

