



# CITY OF CUDAHY CALIFORNIA

*Incorporated November 10, 1960*

P.O. Box 1007  
5220 Santa Ana Street  
Cudahy, California 90201-6024  
(323)773-5143  
Fax: (323) 771-2072

March 12, 2014

Dear Sir or Madam:

On August 5, 1996 the Cudahy City Council passed Ordinance No. 514 stipulating that no owner of residential real property shall sell exchange or transfer that property until a Real Property Report is obtained from the City. The City of Cudahy recently prepared a Real Property Report for your property in the City of Cudahy. The purpose of this report is to inform the owner and prospective purchaser or transferee of the status and condition of existing property. The Real Property report focuses on the following issues, before the sale, transfer or exchange of the residential property is completed:

1. The issuance of required building and other Uniform Code permits.
2. Compliance with health, safety and property maintenance Code requirement.
3. The status or detection of any nonconforming or illegal structures.
4. The existence of any land use approvals.
5. The existence of any fees that would constitute a lien against the property.

The investigations made during the preparation of the Real Property Report may reveal the existence of significant problems on the property; however Ordinance No. 514 does not require them to be resolved before escrow closes. No timetable is set for completing these tasks, but the Report makes the City, the buyer and the seller aware of these issues. Also, note that neither the enactment of the Ordinance nor the preparation of the report will impose any liability upon the city for any errors or omissions contained in the Report, nor will the City bear any liability not otherwise imposed by law.

If you should have any questions regarding the Real Property Report, or Ordinance No. 514, please call me at 323.773.5143.

Regards.

Michael Allen, Associate Planner



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## PRE-SALE INSPECTION PRELIMINARY FORM

DATE: \_\_\_\_\_ LISTING PERIOD: ☐ 30 DAY ☐ 60 DAY ☐ 90 DAY OR MORE

HAS THE PROPERTY ENTERED ESCROW? ☐ YES ☐ NO IF SO, ESCROW CLOSING

DATE: \_\_\_\_\_ & ESCROW COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE #: \_\_\_\_\_

PROPERTY ADDRESS: \_\_\_\_\_ CUDAHY, CA. 90201

### CURRENT PROPERTY OWNER INFORMATION:

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

### PROSPECTIVE BUYER INFORMATION: (IF APPLICABLE)

NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

### REAL ESTATE AGENCY INFORMATION:

NAME OF AGENCY: \_\_\_\_\_

BUSINESS ADDRESS: \_\_\_\_\_

BUSINESS PHONE #: \_\_\_\_\_

BROKER/AGENT: \_\_\_\_\_

**THIS FORM MUST BE FILLED OUT ENTIRELY AND  
KEPT ON FILE AT CITY HALL**

## REAL PROPERTY REPORT APPLICATION

DATE RECEIVED: \_\_\_\_\_

Revised 11: 14-00

Section 9-7 of the Cudahy Municipal Code says that no owner of residential real property shall sell, exchange, or transfer that property until a Real Property Report is obtained from the City. The purpose of the Real Property Report is to inform the current property owner and the purchaser of the status and conditions existing on the subject property with respect to the issuance of required building permits and other required permits. The report identifies property maintenance issues, the existence of any land use approvals, and the status of any fees or charges that form or would form a lien against the property. It also pinpoints any nonconforming or illegal structures. Therefore, the Real Property Report, makes the new property owner aware of these matters before a land sale is completed.

It is the responsibility of the owner of the residential real property to apply for the Real Property Report. The property owner is also responsible for arranging an inspection of all buildings and exterior areas of the property by City staff. The owner will provide any required notices to tenants, thereby allowing staff to inspect the interior of the premises.

**FEE: \$255.00 (5 UNITS OR LESS) PLUS AN ADDITIONAL \$51.00 PER UNIT OVER THE INITIAL 5 UNITS**

ADDRESS OF PROPERTY BEING SOLD: \_\_\_\_\_

NAME OF CURRENT PROPERTY OWNER/ APPLICANT (Please print): \_\_\_\_\_

PROPERTY OWNER ADDRESS TELEPHONE NUMBER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE #: \_\_\_\_\_

As the owner of the residential real property identified above, by my signature, I authorize and request that the City of Cudahy prepare a Real Property Report for that property. I also grant permission for the City of Cudahy staff to enter the property for inspection purposes.

Signature: \_\_\_\_\_ DATE: \_\_\_\_\_

Anticipated Escrow Closing Date: \_\_\_\_\_ Number of Units: \_\_\_\_\_

Staff use Only

Date Inspected: \_\_\_\_\_ Site Plan ☐ Copies ☐ Site Inspection ☐ Reports ☐

Building: \_\_\_\_\_ Date: \_\_\_\_\_

Planning: \_\_\_\_\_ Date: \_\_\_\_\_

Code Enforcement: \_\_\_\_\_ Date: \_\_\_\_\_

Total Fee Due: \_\_\_\_\_ Total Collected: \_\_\_\_\_ Receipt #: \_\_\_\_\_