

CITY OF GARDENA

COMMUNITY DEVELOPMENT DEPARTMENT

1700 WEST 162ND STREET, GARDENA, CA 90247
TEL : 310/217/9530 FAX : 310/217/9698



Property Information Report or Waiver of Property Information Report
(Required for Sale of Property located in the City of Gardena)

Pursuant to Chapter 15.40 of Title 15 of the Gardena Municipal Code, the seller and/or licensed real estate broker is required to obtain a property information report and deliver the report to the buyer no later than 15 days prior to the consummation of the sale or exchange of the property. The buyer or transferee must sign the report and return it to the Building & Safety Division as evidence of compliance with this chapter.

Property Information Reports provide you with important information on the status of the property and structures and restrictions applicable to the property, based upon a review of city records and an exterior inspection. The report will identify all permits issued for the property, zoning and other restrictions, and the results of an exterior inspection of the premises (Upon request an interior inspection may be conducted). Prior authorization is required from the seller and/or agent to conduct interior inspections.

If the buyer or transferee does not wish to obtain a Property Information Report, they must sign a WAIVER, which must be delivered to the city Community Development Department offices at least 20 days prior to the consummation of sale.

ADDRESS OF PROPERTY BEING SOLD: _____

NAME AND ADDRESS OF SELLER: _____

NAME AND ADDRESS OF BROKER OR AGENT: _____

DATE IN WHICH ESCROW WILL CLOSE: _____

NAME AND ADDRESS OF BUYER: _____

REQUEST FOR PROPERTY INFORMATION REPORT. I hereby request that the City prepare a Property Inspection Report and authorize and grant permission to the City Inspector to enter on and inspect the premises being sold as indicated.

SIGNATURE OF SELLER OR BROKER:

I will personally pick up report: _____ Telephone No.: _____

I request report be mailed to: _____

Fee Received: _____ Date: _____ By: _____

REQUEST FOR WAIVER OF PROPERTY INFORMATION REPORT. As purchaser of the above described property, you have the option to waive your right to obtain a property information report. The Waiver does not release the buyer from the responsibility of correcting any preexisting zoning, fire, health, building, or safety violations. Said Waiver must be signed by the buyer, notarized, and filed with the City Community Development Department offices.

WAIVER CERTIFICATION: This is to notify the City of Gardena that I, _____, as buyer of the property being sold have read the above and with that understanding I knowingly waive my right to the property information report and release the seller and/or broker from any responsibility to apply for the report as set out in this Chapter.

Signature of Purchaser

Address/Phone

Date

WITNESS MY HAND AND OFFICIAL SEAL:

Notary Public Signature

Date

SEAL

Truth in Sales (Property Information Report)

At least thirty (30) days prior to the consummation of the sale or exchange of any building or improved or unimproved real property within the city, the owner of the property OR if the property is listed with a licensed real estate broker, the broker is required to apply for a Property Information Report with the Community Development Department and pay the applicable fee. This requirement applies to all commercial, industrial or residential property located within the city of Gardena. The buyer or legal transferee may waive the report, however, the waiver must be filed with the Community Development Department no less than twenty (20) days before escrow is scheduled to close. If the report is not waived, it must be delivered by the owner, or agent of the owner (broker), to the buyer or transferee of the building or property no later than fifteen (15) days before escrow closes. Upon receipt of the report, the buyer or transferee shall execute a receipt form furnished by the city, and such receipt shall be delivered to the Community Development Department as evidence of compliance with the Gardena Municipal Code.

A Property Information Report is not required for the first sale of a building or property located in a new subdivision whose final map has been approved and recorded not more than two years prior to the first sale. This requirement also does not apply to buildings or properties that are subdivisions of air space for condominium purposes or to "own-your-own" apartments.

The request for Property Information Report is provided below and is also available for pick up at the Community Development Department located in City Hall, Room 101, 1700 W. 162nd Street, Gardena. For additional information contact **(310) 217-9530**. Cost for report: **\$203.00**

Report Contents

- ▶ Street address and legal description of the subject property;
- ▶ Zone classification and authorized use;
- ▶ Occupancy as indicated and established by permits and records;
- ▶ Business licenses or permits issued by the city to the occupants of the property, if any;
- ▶ Variances, conditional use permits, exceptions, and other pertinent letters and legislative acts on record;
- ▶ Any special zoning or general plan restrictions on uses or development that may apply to the subject property;
- ▶ A list of all presently observable violations of housing and building codes, as applicable, zoning regulations, or other matters pertaining to the subject property that are a matter of city record.

Expiration and Extension

This report is valid for a period of six months after the date of issuance, however the validity of the report can be extended an additional six months, if the owner signs a form with Community Development that states no structural changes, improvements, or additions have been made since the date of issuance of the original report. There is no fee charged for the extension. The Property Information Report will be made available to the prospective buyer or his/her authorized representative.

Penalty for Non-Compliance

Persons in violation of the Property Information Report law shall be guilty of a misdemeanor crime and upon conviction will be punishable as such.