



CITY OF **SAN PABLO**

City of New Directions

Rental Housing Regulations Guide

The City of San Pablo is dedicated to developing, preserving and protecting the quality of life and cultural diversity for all of its residents, while maintaining high quality public services in partnership with our community.



CONTACT US

Phone
510-215-3000

Website
[sanpabloca.gov](https://www.sanpabloca.gov)

Address
1000 Gateway Avenue
San Pablo, CA 94806

The City of San Pablo has 5,608 rental units based on 2022 U.S. Census data. In order to ensure that your rental property is meeting the requirements of City programs (Business License, Rent Registry, and Residential Health & Safety), please review the information in this brochure.

Visit <https://www.sanpabloca.gov/2739/> Housing for additional Housing resources.

BUSINESS LICENSE

Any person who conducts business in or has a business based in the City must obtain a business license before operating in the City. This includes home-based and online businesses, residential and commercial real estate rentals. Business licenses are required for rental properties if it has 4 or more units.

It is your responsibility to renew the business license on time.

SUBMISSION OPTIONS

- Email to businesslicense@sanpabloca.gov
- Submit via our secure online dropbox: <https://bit.ly/416P6xl>
- Mail to 1000 Gateway Avenue, San Pablo, CA 94806
- Public counter is open Monday - Thursday, 7:30am - 4:00pm
- Drop-off in the grey City of San Pablo drop box located outside the new City Hall at 1000 Gateway Avenue, San Pablo, CA 94806

If you have any questions, please contact staff at 510-215-3030.

sanpabloca.gov/907/Business-License



RENT REGISTRY

Rental housing providers/property owners must register all rental units with the City's rent registry program per SPMC Chapter 9.60.

The City has contracted with HdL Companies to administer the rent registry program.

You may complete the registration/renewal by mail, email or online.

To register your rental units and to pay the registration fee online: <https://sanpablo.hdlgov.com/>

Mail: City of San Pablo
Rental Unit Registration
8839 N. Cedar Ave #212
Fresno, CA 93720

Email:
SanPabloRentReg@hdlgov.com

HdL Support Center: (510) 588-1330

sanpabloca.gov/2864/Rent-Registry



RESIDENTIAL HEALTH & SAFETY

This program establishes the procedures for the inspection of all single and multiple-family residential rental units, and for inspection of all dwellings sold within the San Pablo city limits per SPMC Chapter 15.52.

This program assures that the City's residential units comply with existing state and local building, electrical, fire and plumbing code standards, to ensure the structures are safe for occupancy, and housing stock is maintained to acceptable standards. For all rental properties, it is the owner's responsibility to maintain the RH&S Certificate of Compliance.

Scan the QR Code to review the Residential Health and Safety Checklist and for application form and payment.

NOTE: All properties listed for sale in the City of San Pablo, require an RH&S inspection and a compliance certificate before the sale can be completed in accordance to our City Ordinance, regardless if owner-occupied.

sanpabloca.gov/865/Residential-Health-Safety

