



Department of Community Development and Sustainability

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REVISED RESALE INSPECTION PROCESS

Due to the growing concern of COVID-19 (coronavirus), the Building Division is attempting to reduce exposure to the public and staff by implementing the following resale application and inspection process. No on-site inspection will be performed at this time. The City is currently offering two options:

1. Postpone the inspection until normal operations resume. You will be contacted by phone or email and inspections will be rescheduled based on application date.
2. Take photographs per the instructions (see link below) and the resale report will be issued in the order it was received. Please email all photos to all resale inspectors. We are able to access some iCloud, Google, and some other sites for pictures. If you do not have access to these, please use low resolution and send photos in groups, not all at once.

The first step is to complete a Resale Inspection Application (see link below) and email the completed application to buildinginfo@cityofdavis.org. We will process the application and email your Resale Number and instructions how to pay online (see link below), drop off a check and the completed application at city hall in their parking lot dropbox, or mail a check and completed application to the address below. Please note: checks mailed via US Mail Service is taking about one week to arrive to City Hall. Fees are \$426.00 for single family residence, \$511.00 for a duplex and \$597.00 for a triplex. PLEASE NOTE: You cannot pay online until your Resale Application has been processed.

**City of Davis
Building Division, Resale Program
23 Russell Blvd, Suite #2
Davis CA 95616**

All links noted above can be located at this link:

[Resale Photo Instructions](#)

City staff will verify when an application and payment has been received. Further instructions will be provided via email.