



City of Manhattan Beach Toilet Retrofit Declaration

Effective Date: January 21, 2011 by Ordinance No.2138

City Use Only
City Validation

NOTICE: All residential buildings within the City of Manhattan Beach are required to be retrofitted with high efficiency toilets when a property is sold. This Toilet Retrofit Certificate form is used to certify that all toilets at the property meet the low water consumption requirements, as per most current US EPA Water Sense label: 1.28 gallons per flush (gpf) maximum. Compliance is a condition that must be met before close of escrow or an exception as described on the reverse side.

1. **Property Information:** Parcel Number: _____ #Units: _____

Street Number _____ Street Name _____ Unit Number _____

Property Type –Check One: SFR Duplex Condo Other: _____

2. **Toilet Fixtures:** (Note: gpf= gallons per flush)

#of Bathrooms:	# of Toilets	Existing gpf	NEW gpf	Date Inspected
Toilet Fixtures:				

EXCEPTION applies, see reverse side YES NO

3. **Signatures** - All required signatures are to be on one (1) form:

By signing below, I certify under penalty of perjury, that all toilet fixtures in the above mentioned property, are in compliance with Ordinance No. 2138.

(a) Signature(s) of Property Owner(s): _____

_____ Date: _____

Print Name(s): _____

Mailing Address: _____

Email Address: _____ Phone: _____

4. **REQUIRED Signature of Licensed Plumber, General Contractor, Professional Home Inspector (such as CREIA or ASHI) or Licensed Architect:**

Signature: _____ Date: _____

Print Name: _____ License # _____

Company Name: _____ Phone: _____

Summary of the City of Manhattan Beach Toilet Retrofit Ordinance

Water Conservation Certification: Effective January 21, 2011, the Manhattan Beach City Council approved the Toilet Retrofit Ordinance, requiring that prior to transfer of ownership, dwellings meet specific water conserving standards for toilets. A plumbing permit is not required for this program; however, the owner may elect to obtain a permit and inspection for the retrofit.

Applicability: The provisions of the Ordinance apply to all residential buildings at the time of property sale, unless an exception is listed below.

Retrofit Measures: As a condition of escrow, each non-compliant toilet shall be replaced with a toilet with a maximum of 1.28 gallons per flush or certify exceptions as listed below.

Check Applicable Exception(s) and provide supporting documentation:

1. Toilets with prior valid Toilet Retrofit Declaration Certificate of 1.28gpf.
2. New Construction plans submitted on or after January 1, 2011.
3. Foreclosure or Trustee sale, or transfer to co-owner.
4. Buyer to retrofit toilets within 180 calendar days from title transfer date. Buyer to submit Letter of Intent prior to close of escrow, sign and return **Toilet Retrofit Transfer of Responsibility** form.
5. Proposed demolition. Shall be applied for within 180 calendar days of title transfer date. Buyer to submit Letter of Intent sign and return **Toilet Retrofit Transfer of Responsibility** form.
6. Director of Community Development Department exception for:

Director Signature: _____ Date: _____

Responsibilities:

1. The seller's and buyer's real estate agent, real estate broker or real estate sales person involved in the transfer of property title subject to this Ordinance shall give written notice to the seller and buyer of the requirements of this Ordinance prior to the close of escrow and transfer of property title.
2. The seller and buyer shall each certify compliance with the Ordinance by signatures on the Certificate, as well as either a licensed plumber or licensed general contractor or professional home inspector (such as CREIA or ASHI) or licensed architect. A signed copy of the Toilet Retrofit Certificate shall be included in the transfer documentation and to the City.

Please keep a copy for your files. Send Completed form and supporting documentation to:

ATTN BUILDING SECRETARY
CITY OF MANHATTAN BEACH
BUILDING & SAFETY DIVISION
1400 HIGHLAND AVE
MANHATTAN BEACH CA 90266

Contact: Building Secretary (310) 802-5505

