



Mike Bell <mbell@bradmont.com>

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## Re: 657 N Mentor Ave Transfer of Responsibility

1 message

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Green, Marilyn <magreen@cityofpasadena.net>

Thu, Jan 4, 2024 at 10:22 AM

To: "michael.bell@sothebyshomes.com" <michael.bell@sothebyshomes.com>

Cc: "Escamilla, Antonio" <aescamilla@cityofpasadena.net>, "Marquez, Javier" <jmarquez@cityofpasadena.net>

Good Morning Michael,

Attached is the Presale Inspection Transfer of Responsibility for the above mentioned property 657 N Mentor. Should you have any questions, please don't hesitate to call or email me.

### INSTRUCTIONS TO GET YOUR CERTIFICATE PLEASE READ CAREFULLY

#### YOU HAVE TWO OPTIONS:

- If the buyer is assuming responsibility for the violations listed on the Transfer of Responsibility, you will need to have them sign the form and have it notarized. Return the form to me so I can issue the certificate. OR
- Once the violations listed on the Transfer of Responsibility have been corrected, please call me to schedule reinspection.
- If the violation requires you to obtain a permit for any reason, please do so at the Permit Center at 175 N. Garfield Ave and schedule an inspection with the Building Department, **NOT ME**. You can also schedule an inspection by calling 626-744-4200. You will need the permit numbers handy.
- Once you have received FINAL inspection and signature from the building inspector, please notify me via phone call or email.

Warm Regards,

**Marilyn Green**

Inspector Trainee

Code Compliance and Housing Division

City of Pasadena - Planning & Community Development Department

175 N. Garfield Ave, 3<sup>rd</sup> floor, Pasadena, CA 91101


Office: (626) 744-6774 – Email: [magreen@cityofpasadena.net](mailto:magreen@cityofpasadena.net)



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 **657 N Mentor Transfer of Responsibility 01-02-2024.pdf**  
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