

Westwinds: Resident Meeting – HCD Inspection Q&A

Q: HCD Inspection timeline/process/overview (14 questions)

A: HCD will commence inspections at Westwinds in mid-March. We approximate it will take about 1 month to complete the inspections.

- Initial inspection will generate *1st Activity Notice* mailed to the residents for corrections required to home/site.
 - Westwinds office will not receive a copy at this point
 - The Activity Notice will give you about 60 days from the date of the letter
 - ELS encourages all residents to notify Westwinds office of the Activity Notice so they can assist.

- Reinspection will occur about 60 days generating *2nd Activity Notice*
 - Any remaining issues will then be mailed to resident AND a copy sent to office so ELS
 - This will require our Management to send out notices (7-day, 14-day, etc)
 - Residents will be given about 30 days from the date of the notice to comply

- Final inspection will occur about 30 days generating a *Final Notice*
 - This will also tell ELS that HCD intends to suspend our Operating Permit
 - Residents AND ELS will be given less than 30 days to comply
 - HCD will make ELS hold the residents to this deadline

- Key factors to remember
 - HCD will inspect all outdoor areas of your home and site, including under the home
 - HCD may notify residents of indoor inspection, IF necessary (as deemed by HCD)
 - Westwinds has not experienced an HCD Inspection for over 10 years or more
 - If the required permit is pulled, HCD may grant additional 60 days for permit process and completion of repairs
 - Please note that engineering drawings may be required by HCD when pulling permits (angled awning supports, decks, cabanas, etc)
 - In the Westwinds newsletter as well as a resource packet at the Westwinds office, there are a list of 3rd party vendors that you may choose to use.

Q: Equity Lifestyle Properties Operations (7 questions)

A: Office Hours are:

Monday – Friday: 8am-12pm for walk ins

Monday – Friday: 1pm-5pm for appointments

- This is so the property team can continue walking home, complete daily/weekly/monthly operations of Westwinds community AND have time to return calls/emails for residents.
- WRO – Westwinds Resident Organization is a great resource for the transition to the Nicholson Family who will take over operations on 09/01/2022/
 - westwindsresidents@gmail.com
 - WestwindsResidentsOrganization on Facebook
 - www.westwindsresidents.com

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Q: What will ELS be responsible for (6 questions)

A: The following are items that ELS will correct – please look at your Rules & Regulations

- Gas Meter Stands
- Bollards to protect utility
- Perimeter Fence
- Driveway (up to stairs)
- Community Sidewalk in common areas
 - Walkways (cement, pavers, etc) within site will be resident responsibility
- Community Trees
 - All trees and landscaping on your site is the homeowner's responsibility

Q: Awning/Supports/Base (3 questions)

A: ELS is attempting to purchase a bulk of awning supports so that we may have them on hand for residents to purchase at our cost.

- Engineering plan required for permit applications for new awnings and extended posts.
 - Please check with HCD as certain supports require engineering drawings
- Any attachment to awning structure that is not metal may be cited as they are considered “combustible”
- Dents, loose supports and supports that were now anchored were all cited at another San Jose community

Q: Deck Enclosures – cabanas (8 questions)

A: Cabanas are any porches that have been enclosed

- HCD will have records of permits, IF they were pulled at the time the decks were enclosed
 - Permits should be pulled from HCD not the city or county, as we are governed by HCD
- Even if you purchased the home with an enclosed porch/deck, HCD required current homeowner to pull permit and bring up to HCD standards
- If you are cited by HCD for cabanas (i.e. enclosed porch/deck), they will also let you know what needs to be corrected
 - Permit
 - Adding windows
 - Changing roofing type
 - Adding doors, stairs, etc

Q: Shed (8 questions)

A: Any shed made from “combustible” material will be required to have 3’ space from lot line.

- Depending on 6’ surroundings, the shed may also need to have 6’ clearance
- HCD has not inspected inside the sheds
- All items must be stored inside the shed or off site if it does not fit in the shed
 - Your yard should only have outdoor furniture, bbq and the like.
 - Storing of personal items around your yard has been cited by HCD (bricks, mulch, tools, etc)

Q: “Rubbish” (4 questions)

A: Westwinds will coordinate some dumpsters for “clean up day” early this year to assist the residents

- Date and location TBD
- Animal feces on your yard should be cleaned, even if it was not left by your pet
- City of San Jose can pick up larger items if residents call and inquire

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Q:Electrical/Extension Cords/AC units (4 questions)

A: HCD will inspect all electrical and HVAC units

- Any exposed wiring will need to be corrected
- AC units should be secure
 - Please refer to community R&R and/or Office if you are not sure you have the correct AC unit for your home
- Breaker panels/pedestal should have a 3' clearance and be accessible

Q: Permit Requirements (6 questions)

A: Any work that was done on your home an/or site that requires a permit from HCD will be cited

- All permits are from HCD
 - If you feel you have permits from another agency, you will need to apply for and receive a permit from HCD
- HCD has all permits on file, IF it was pulled at time of work
- Current homeowner will be responsible

Q: Lot Lines (3 questions)

A: Westwinds Maintenance team is currently marking all lot lines with an orange dot

- El Bosque completed

Q: Miscellaneous (4 questions)

A: The following were additional questions

- All items stored on the outside of your home should meet the Rules & Regulations of the community
 - Customary outdoor furniture
 - BBQ
 - Planters
- Even is you purchased your home “As Is”, if HCD sends you an Activity Notice of items to by fixed, you must comply
- Skirting must be in good condition
 - It cannot be just a lattice as a skirting
 - Please refer to community Rules and Regulations
- The recourse for not complying may result in
 - Suspension of ELS Operating Permit (would close the community’s business)
 - Possible eviction of resident for not following State of California’s direction
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Steps, Railings and Decks (0 questions)

A: Railings should not move when force is exerted. Steps and Decks should be sound. Structural changes and/or additions require permits.