

Jennifer L. Hall

Subject: 1717000510 – Building, Zoning & Fire: FOIA/Public Records Requests
Attachments: 1717000510 Bldg_FOIA_LEAN - Request.docx; 1717000510 Fire_FOIA_LEAN - Request.docx; 1717000510 Zoning_FOIA - Request.docx

From: Jordan Hall
Sent: Thursday, December 07, 2017 10:55 AM
To: Theresa Bass <TBass@anaheim.net>
Cc: Mike Monis Jordan Hall
Subject: 1717000510 – Building, Zoning & Fire: FOIA/Public Records Requests

Re: “La Palma Royale”
525 W. La Palma Avenue
Anaheim, CA 92801
EBI Project #: 1717000510

Dear Ms. Bass,

Our company, EBI Consulting, is in the process of a Project Capital Needs Assessment (PCNA) for a client property. **This assessment is being completed as part of a HUD refinancing.**

As part of the scope of work, the United States Department of Housing and Urban Development (HUD) requires the following information for the subject property listed above:

- 1) **BUILDING: FOIA/PUBLIC RECORD REQUEST:**
 - a) Please note any Outstanding Building Code Violations.
 - b) Please note any Open Building Permits. If present, please provide a copy.

- 2) **ZONING: FOIA/PUBLIC RECORD REQUEST:**
 - a) Please provide the Current Zoning Designation.
 - b) Please note any Outstanding Code Violations.

- 3) **FIRE: FOIA/PUBLIC RECORD REQUEST:**
 - a) Please note any Outstanding Fire Code Violations.

**Please note that HUD would prefer that all response letters be on agency letterhead when possible. Written requests and templates are attached for your convenience.*

In the event that this letter has reached the incorrect individual or department in error, please forward to the appropriate person or department, or notify me so that I may contact them directly.

If you have any questions, please don't hesitate to reach out. We thank you for your assistance!

Sincerely,
Jordan Hall

Jordan Hall

Program Manager

P: | F:
| Burlington, MA | 01803

Visit our website: www.ebiconsulting.com



Please consider the environment before printing this email

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December 7, 2017

Mr. Bob Heinrich
City of Anaheim
Building Division

**Re: La Palma Royale
525 W. La Palma Avenue
Anaheim, CA 92801**

EBI Project #: 1717000510

Dear Mr. Heinrich:

EBI is currently conducting a Project Capital Needs Assessment for the property referenced above (herein referred to as the Subject Property). This assessment is being completed as part of the HUD refinancing of the Subject Property.

As part of the scope of work, the United States Department of Housing and Urban Development (HUD) requires that the appropriate governing agency complete the attached form regarding outstanding building code violations on record for the Subject Property, and to provide copies of certificates of occupancy and outstanding building permits for the Subject Property if available.

If you would, please complete and return all documents to me at your earliest convenience- contact information is provided below.

In the event that this letter has reached the incorrect individual or department in error, please forward to the appropriate person or department, or notify me so that I may contact them directly.

If you have any questions, please don't hesitate to reach out. We thank you for your assistance.

Respectively Submitted,



JORDAN HALL
Program Manager
P: F:

INFORMATION TO BE COMPLETED BY GOVERNMENTAL AUTHORITY:

To: Secretary of Housing and Urban Development

_____ [Lender]

We confirm our records show the captioned project/facility was built in accordance with the building codes applicable at the time of construction.

In addition there are:

No current building or housing code violations on record or known;

OR

Current building or housing code violations on record or known (identify the violation, remedy and status in space below):

This certification is made, presented and delivered in connection with Lender's application for mortgage insurance pursuant to Section 232 of the National Housing Act and to influence an official action of HUD, and may be relied upon by HUD as a true statement of the facts contained herein.

(Certification must be signed by a person with supervisory responsibility)

Governing Authority: _____
By: _____
Name and Title: _____
Date: _____ Phone: () ____ - ____

An inspection of the Property is not required.

The intent of this certification is to notify HUD that the applicable building authority is not aware of any building or housing code violations with respect to the Property. If any violations exist, the governing authority should specify the violation and the remedial action required.

December 7, 2017

Mr. Allen Hogue
Anaheim Fire & Rescue

**Re: La Palma Royale
525 W. La Palma Avenue
Anaheim, CA 92801**

EBI Project #: 1717000510

Dear Mr. Hogue:

EBI is currently completing a Project Capital Needs Assessment for the property referenced above (herein referred to as the Subject Property). This assessment is being completed as part of the HUD refinancing of the Subject Property.

As part of the scope of work, the United States Department of Housing and Urban Development (HUD) requires a letter regarding **outstanding** code violations, and storage of hazardous materials/petroleum products on record with your department for the Subject Property if available. Please note that HUD requires the response letter to be on agency letterhead.

To that end, I have attached two (2) form letters regarding the information HUD requires to be addressed. If you would, please complete both letters, print them on your department's letterhead, and return it to me at your earliest convenience using the contact information provided below.

In the event that this letter has reached the incorrect individual or department in error, please forward to the appropriate person or department, or notify me so that I may contact them directly.

If you have any questions, please don't hesitate to reach out. We thank you for your assistance.

Respectively Submitted,



JORDAN HALL
Program Manager
P: F:

**FIRE CODE COMPLIANCE LETTER
(TO BE INSERTED ONTO THE FIRE DEPARTMENT'S LETTERHEAD)**

December 7, 2017

To: **Director of Multifamily Housing
U. S. Department of Housing and Urban Development**

Re: **Project Name: La Palma Royale
Address: 525 W. La Palma Avenue
City, State: Anaheim, CA 92801
EBI Project #: 1717000510**

It is our understanding that the above-referenced applicant has applied for financing on this property. To meet the requirements of the FHA loan program, information is needed on any building inspection that may have been performed on the premises.

Please note the following: *(choose which applies)*

- To the best of our knowledge, the property is free of any applicable outstanding/unresolved fire/life safety code violations.
- This office does not conduct annual inspections. To the best of our knowledge, there are no outstanding/unresolved fire/life safety code violations associated with the property.
- Previous inspection(s) revealed fire/life safety code violations yet to be resolved (attached is a list of outstanding violations and/or a copy of inspection report listing the violations).
- In accordance with this office's policy, no building inspections have been performed. Our department's policy regarding inspections is described below:
- Our office does not have any record of storage tanks/containers at the property utilized for the storage of petroleum products or hazardous materials (or, provide description of such storage).
- Our office is not aware of any petroleum or hazardous materials releases or spills which may have impacted the property (or provide description of such).

If you have any questions, please contact us.

Sincerely;

Respondent Signature

Respondent Phone #

Respondent Printed Name/Title

Respondent email

**Above Ground Storage Tank COMPLIANCE LETTER
(TO BE TYPED ON THE FIRE DEPARTMENT'S LETTERHEAD)**

Date:

To: U.S. Department of Housing and Urban Development
Wells Fargo Multifamily Capital

To Whom It May Concern:

It is our understanding that the above-referenced applicant has applied for financing on this property. To meet the financing requirements, information regarding the property's compliance with the safety of onsite above ground storage tanks is necessary.

Please complete the following: *(choose what applies)*

A ___ gallon AST containing diesel fuel is adjacent to the building

_____ The subject AST conforms to local safety requirements.

_____ The subject AST does not conform to local safety requirements for the following reasons:

Very truly yours,

(Name)

(Title)

Contact: _____

Phone: _____

December 7, 2017

Mr. Gustavo Gonzales
City of Anaheim
Planning Services Division

Re: La Palma Royale
525 W. La Palma Avenue
Anaheim, CA 92801

EBI Project #: 1717000510

Dear Mr. Gonzales:

EBI is currently completing a Project Capital Needs Assessment for the property referenced above (herein referred to as the Subject Property). This assessment is being completed as part of the HUD refinancing of the Subject Property.

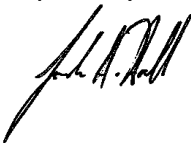
As part of the scope of work, the United States Department of Housing and Urban Development (HUD) requires a letter citing the **current zoning designation**, and notification of any **outstanding code violations** on record for the Subject Property. Please note that HUD requires the response letter to be on agency letterhead.

To that end, I have attached a form letter regarding the information HUD requires to be addressed. If you would, please complete the letter, print it on your department's letterhead, and return it to me at your earliest convenience- contact information is provided below.

In the event that this letter has reached the incorrect individual or department in error, please forward to the appropriate person or department, or notify me so that I may contact them directly.

If you have any questions, please don't hesitate to reach out. We thank you for your assistance.

Respectively Submitted,



JORDAN HALL
Program Manager
P: | F:

**ZONING CODE COMPLIANCE LETTER
(TO BE INSERTED ONTO THE ZONING DEPARTMENT'S LETTERHEAD)**

December 7, 2017

To: **Director of Multifamily Housing
U. S. Department of Housing and Urban Development**

Re: **Project Name: La Palma Royale
Address: 525 W. La Palma Avenue
City, State: Anaheim, CA 92801
EBI Project #: 1717000510**

It is our understanding that the above-referenced applicant has applied for financing on this property. To meet the financing requirements of the FHA loan program, information regarding the property's compliance with local zoning ordinance is necessary. Please complete the following.

Current Zoning - Please provide zoning classification: _____

- | | | |
|------------------------------------|------------------------------|-----------------------------|
| Conforming use? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Open violations? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Variances? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Special / conditional use permits? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Please describe the following if applicable:

- The property does not comply with the current zoning requirements or restrictions for the following reasons:

If you have any questions, please contact us.

Sincerely;

Respondent Signature

Respondent Phone #

Respondent Printed Name/Title

Respondent email