

Attached to this notice is an important document regarding construction at the property located at **1234 WEST HOLLYWOOD WAY, WEST HOLLYWOOD, CA** which may impact the habitability of common areas of the property and your unit.

TENANT INFORMATION

TO: 6 JOSE STEWART
UNIT NUMBER TENANT NAME

TENANT HABITABILITY PLAN (THP)

The measures set forth in the attached Tenant Habitability Plan (THP) are intended to mitigate impacts that may occur during construction. The THP has been reviewed and approved by the Rent Stabilization Division of the City of West Hollywood as required by law (West Hollywood Municipal Code Chapter 17.30).

The landlord and their agents must comply with the THP requirements throughout the construction period, which is estimated to last from 03 / 14 / 2023 through 06 / 14 / 2023.

CONTACT INFORMATION

If you have reason to believe that the landlord or their agent(s) are not complying with the THP, please contact the landlord’s agent during construction:

DAVID SMITH (323) 222-2222 SMITH.DAVID@GMAIL.COM

If you are unable to resolve the issue with the individual listed above, contact the City of West Hollywood’s Rent Stabilization Division at (323) 848-6450 or RSD@weho.org.

TEMPORARY RELOCATION

You will NOT be required to temporarily relocate at any point during the construction period.

You will be required to temporarily relocate during the following dates: _____/_____/_____ to _____/_____/_____. The landlord is responsible for payment and coordination of your relocation. Further details can be found in the attached THP and by contacting the landlord’s agent listed above. A copy of Section 17.52.110 of the West Hollywood Municipal Code (WHMC) regarding Temporary Repossession for Authorized Corrections is attached. The landlord must comply with all requirements of Section 17.52.110 and the terms of the approved THP. You are not required to temporarily relocate unless the landlord is engaging in construction to comply with housing, health, building, or safety laws of the State of California or the City of West Hollywood or upon the order of any government officer or agency.



NOTICE OF APPROVED THP

PLEASE NOTE:

- Notice of interruption of services, including, but not limited to, utilities, laundry, parking or elevators during the permitted construction period shall be preceded by written notice posted no less than twenty-four (24) hours prior to service interruption.
- Construction being undertaken at the property will not terminate any tenancy.

PROOF OF SERVICE:

Served by mail on: 02/28/2023

Served by posting on: 02/28/2023

Served by: DAVID SMITH PROJECT MANAGER, CONSTRUCTION LLC
Name Title

Signature: David Smith

PROOF OF SERVICE REQUIREMENTS OUTLINED BY WHMC SECTION 17.30.040

Noticing Requirement for Tenants

- No less than ten (10) days prior to the start of permitted construction, the landlord shall serve a copy of the Approved THP and necessary attachments on each tenant by:
 - (1) Posting on the door of the dwelling unit &
 - (2) Mailing a copy via first-class mail
- If temporary relocation will be required, the above documents will be required no less than thirty (30) days prior to the start of permitted construction.
- The landlord shall post a the “Notice of Construction” form at or near all tenant entrances to the structure

Proof of Service Requirement to the City

- The landlord shall provide the Rent Stabilization Division with proof of service of an Approved THP within five (5) days of service upon tenants.
 - Proof of Service can include:
 - Pictures of Approved THP posted on tenant doors, receipts for mailing THP via first-class mail, signed “Notice of Approved THP” form, etc.