

LAND USE COVENANT APPLICATION

Submit Application & payment to:

Los Angeles Housing Department

Land Use Unit

1910 Sunset Blvd., Suite 300, Los Angeles, CA 90026

Email (preferred): lahd-landuse@lacity.org

Phone: (213) 808-8850



***Applications with incorrect and/or incomplete information will require revision**

Application Date: _____ , _____

Application Date (Revised): _____ , _____

Fee Category (For LAHD Use Only)	
Document Fee:	_____
Filing Fee:	_____
Total Due:	_____
Annual Monitoring Fee:	(\$173.00/unit x 55 years)

For LAHD Use Only
HIMS No:
Analyst:
Date Assigned:
LU Schedule:

Monitoring Payment Option (Select One)	
Annual Billing	Lump Sum

Application Type

A. Project Address (List all) _____

 Project Name: _____ # of Lots: _____ # of APNs: _____ CD: _____

B. Project Information *(Check all that apply)*

Covenant Type:	Current Property:	Proposed Project Type:	Funding Source(s):
Rental	Vacant Land SFD	New Apartment Bldg. New ED 1	AHTF (If so, state source) _____
Purchase	Apartment RSO	Condominium Bldg. PSH Use > 50%	MHP HHH
Rental or Purchase	Commercial RH	Condominium Conversion Mixed Use: Retail/Residential	Bond PRIVATE
	Other _____	100% Affordable Housing Illegal Unit Conversion	TCAC Other (If so, state source) _____

Building & Safety <i>(attach list if needed)</i>	City Planning <i>(attach list if needed)</i>	Lot #	APN'S <i>(List all)</i>
Application No: _____ - _____ - _____	TT/VTT No: _____	_____	_____
Date Permit Pd: _____	Plan Case No: _____	_____	_____
Application No: _____ - _____ - _____	Plan Case No: _____	_____	_____
Plan Check No: _____	Other: _____	_____	_____

C. Owner Information *(As on the Grant Deed)*

Management Powers: Sole Manager? Yes No Power to act Alone? Yes No

Owner Name: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Ext: _____ Cell: _____ Fax: _____

Print Signatory: _____ Title: _____ Email: _____

Print Signatory: _____ Title: _____ Email: _____

Entity Type(s): Individual Trust Corporation LLP LP LLC Tenants in Common Other: _____

D. Owner's Representative

Name of Representative: _____

Company: _____ Email: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone Number: _____ Ext: _____ Cell: _____ Fax: _____

E. Reason(s) for the Covenant *(Check all that apply)*

Density Bonus: _____ % By Right Incentives	Total No. of Units in Project: _____ Base No. of Units before DB: _____ Total No. of DB units: _____ No. of Replacement units (AB 2556/SB 8): _____	TOC (Transit Oriented Communities) Tier: _____ Bonus: _____ % No. of additional incentives: _____	RSO Exemption Specific Plan Adjustment/Exception SB 35 AB 2162 Senior Housing Project Mello Residential Hotel Greater Downtown Housing Incentives Linkage Fee Conditional Use Other: _____
No. of On-Menu Incentives: _____	Parking Stalls Required: Stalls Before Parking Reduction: _____ Stalls after DB Parking Reduction: _____ No. of bicycle stalls provided: _____ Total No. of parking provided w/ PR: _____	UDU (Unpermitted Dwelling Unit) No. of Unpermitted Units Legalized: _____	
Illegal Conversion:	Parking Reduction:	PSH Ordinance Measure JJJ (non-TOC) Zoning Variance or Admin Adjustment Tentative Tract or Vesting Tentative Tract Legalizing Illegal Units(non-UDU) Park Fees	
Bicycle Parking Spaces: (If yes, check the box)			

F.	Bedroom Type	TOTAL UNITS	Total Restricted Units	Affordability Level & Number of Restricted Units					Number of RSO Units	
				Extremely Low	Very Low	Low	Moderate	Workforce	Demolished	Replaced
Rental Units*	Single									
	1 BR									
	2 BR									
	3 BR									
	4 BR									
	>4 BR									
	TOTALS:									

* Must also include a Table of Rental Units and/or Table of Purchase Units (depending on covenant type)

G. Required Documents: (check each box IF the document is submitted with this application)

NOTE: The Covenant draft timeline starts when all Documents are received by the Land Use Analyst.

LADBS

Building Permit Application:
Clearance Summary Worksheet:

B of E Legal Address Clearance:
Demolition Clearances (as Applicable):

Department of City Planning

Planning Referral Form:
Planning Determination Letter(s):

Tentative Tract / VTT Letter:

Replacement Unit Requirement

AB 2556, SB 330, SB 8, or
Housing Element RUD
or No Net Loss Declaration:

LAHD

Application Letter (w/letterhead):
Projected Completion Dates
(25%, 50%, 75%, 100%):
Architect Plans (digital / physical):
(high-res digital or 11x16 physical)
Current Property List:
Table of Rental Units:
Supportive Housing Plan:
(required for all PSH projects)
Lease Agreement for Restricted
Unit(s) (required for UDU projects):
Manager's unit for
projects with 16+ units:

For Purchase Projects

Sales Comps (3 per bdrm size):
*Table of Purchase Units
(must include HOA information):

Signatory / Ownership Documents

Grant Deed(s):
Trust Documents:
Legal Signature Block:
Subordination Agreement:
Title Report (Preliminary Report):
**Report must be dated within one month of submission of Covenant Application.
**Deputy City Attorney may request an updated report if deemed necessary*

For Business Entities

Corporation
Articles of Incorporation:
Executed Board Resolution:
Statement of Information (as applicable):
Limited Liability Partnership
Application to Register:
Limited Partnership
Certificate of Limited Partnership:
Limited Partnership Agreement:
Limited Liability Company
Articles of Organization:
Operating Agreement:
Statement of Information:

H. List all other LAHD Covenants Associated with any individual in the ownership group.

- Type **"None"** if there are no other LAHD OR HCIDLA Covenants associated with individuals in ownership group
- Must also include "Current Property List"

Address: _____	Los Angeles,	Zip: _____	CD: _____
Address: _____	Los Angeles,	Zip: _____	CD: _____
Address: _____	Los Angeles,	Zip: _____	CD: _____
Address: _____	Los Angeles,	Zip: _____	CD: _____
Address: _____	Los Angeles,	Zip: _____	CD: _____

I. SUBORDINATION AGREEMENT ACKNOWLEDGEMENT (Required):

****IMPORTANT - SUBORDINATIONS WILL BE REQUIRED, IF APPLICABLE****

OWNER UNDERSTANDS THAT ANY CITY LAND USE COVENANT MUST BE SENIOR TO ANY DEED(S) OF TRUST RECORDED AGAINST THE REAL PROPERTY ON WHICH OWNER'S PROPOSED PROJECT WILL SIT AND THAT OWNER IS RESPONSIBLE FOR OBTAINING SIGNATURES FROM THEIR RESPECTIVE LENDER(S) FOR ANY REQUIRED SUBORDINATION(S).

INITIAL HERE: _____

J. SIGNATURE AND DECLARATION BY THE OWNER (Required):

Under penalty of perjury, I certify that the information presented in this application is true and accurate to the best of my knowledge. Title 18, Section 1001 of the U.S. Code states that a person is guilty of a felony for knowingly and willingly making false or fraudulent statements to any department of the United States Government.

Print Name: _____
Signature: _____

Title: _____
Date: _____