

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): lahdl-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)

City: _____

Zip: _____

City: _____

Zip: _____

Project Name:

of Lots: _____

of APNs: _____

CD: _____

B. Project Information

(Check all that apply)

Covenant Type:

Rental

Purchase

Rental or

Purchase

Current Property:

Vacant Land

Apartment

Commercial

Other _____

SFD

RSO

RH

Proposed Project Type:

New Apartment Bldg. New

Condominium Bldg.

Condominium Conversion

100% Affordable Housing

ED 1

PSH Use > 50%

Mixed Use: Retail/Residential

Illegal Unit Conversion

Funding Source(s):

AHTF

MHP

Bond

TCAC

Public Funding

(If so, state source:)

HHH

PRIVATE

Other

(If so, state source:)

Building & Safety *(attach list if needed)*

Application No:

_____-_____-_____

Date Permit Pd:

Application No:

_____-_____-_____

Plan Check No:

City Planning *(attach list if needed)*

TT/VT No:

Plan Case No:

Plan Case No:

Other:

Lot

APN'S *(List all)*

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

No. of On-Menu 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): _____

Illegal Conversion:

Parking Reduction:

Stalls Before Parking Reduction: _____

Stalls after DB Parking Reduction: _____

Bicycle Parking Spaces:

(If yes, check the box)

No. of bicycle stalls provided: _____

Total No. of parking provided w/ PR: _____

Parking Stalls Required:

TOC (Transit Oriented Communities)

Tier: _____ Bonus: _____ %

No. of additional incentives: _____

UDU (Unpermitted Dwelling Unit)

No. of Unpermitted Units Legalized: _____

PSH Ordinance

Measure JJJ (non-TOC)

Zoning Variance or Admin Adjustment

Tentative Tract or Vesting Tentative Tract

Legalizing Illegal Units(non-UDU)

Park Fees

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: _____

F.	Rental Units*	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
		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:

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:

Created RAMP Account:

For Purchase Projects

Sales Comps (3 per bdrm size):

*Table of Purchase Units

(must include HOA information):

Signatory / Ownership Documents

Grant Deed(s):

Legal Signature Block:

Trust Documents:

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:

Replacement Unit Requirement

AB 2556, SB 8, HE, or

RPO RUD or

No Net Loss Declaration:

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: _____

Title: _____

Signature: _____

Date: _____