1. Property owner must first obtain any necessary land use approvals.
2. Property owner submits application for UAIZ agreement.
3. Regional Planning refers the UAIZ application to Assessor and Treasurer-Tax Collector.

Step 1: Regional Planning

Step 2: Assessor’s Office

Assessor’s Office verifies if funds are available to award for the UAIZ program, and notifies Regional Planning.

Step 3: Treasurer & Tax Collector

Treasurer & Tax Collector verifies that the subject parcel is up to date on all tax assessments, and notifies Regional Planning.

Step 4: Regional Planning

1. Provided all criteria has been met and funds are available, Regional Planning approves the UAIZ application.
2. Property owner obtains UAIZ agreement from Regional Planning.

Step 5: Registrar-Recorder’s Office

The property owner shall record the UAIZ agreement with the LA County Registrar-Recorder’s Office.

Step 6: Regional Planning

Property owner submits a copy of the stamped and recorded UAIZ agreement to Regional Planning.

Step 7: Assessor’s Office

1. Property owner submits a copy of the stamped and recorded UAIZ agreement to Regional Planning.
2. Assessor’s Office grants a tax reduction to property.

Step 8: Agricultural Commissioner

90 days after recordation of agreement, and every subsequent year thereafter, the Agricultural Commissioner shall conduct a site inspection.