

# CLEARANCE OF CONDITIONS CERTIFICATE OF COMPLIANCE CHECKLIST

## INFORMATION:

An online **DRP - Base Application - Permits and Reviews** must be completed via EPIC-LA (<https://epicla.lacounty.gov>). Incomplete applications will not be accepted. Please refer to "File an Application" ([planning.lacounty.gov/how-do-i/file-an-application](https://planning.lacounty.gov/how-do-i/file-an-application)).

Applicants are advised to consult with planning staff prior to applying at **213-974-6411** or [info@planning.lacounty.gov](mailto:info@planning.lacounty.gov).

Applicants must submit all of the required items listed below to determine the scope of the project. Planning staff may request the additional items as needed on a project-by-project basis (below). Once staff has determined what permits are needed for your project, you will be referred to the permit-specific checklist.

## REQUIRED ITEMS

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1. [Owner Acknowledgement Form](#)
2. [Clearance of Conditions Certificate of Compliance Supplemental Form](#)
3. Provide legible copy of recorded grant deed
4. Typed legal description of subject property
  - Please type the legal description from the deed on the blank Exhibit "A" document
5. Provide legible copy of Conditional Certificate of Compliance
6. Provide written proof of meeting all required conditions
  - Please provide all evidence of meeting those conditions from the lead County of Los Angeles agencies

## ADDITIONAL ITEMS (PROJECT-BY-PROJECT BASIS)

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### 7. Proof of Ownership

If the project site is owned by an LLC, corporation, partnership, or trust, attach a copy of the current corporate articles, partnership agreement, or trust document, as applicable.

## ACKNOWLEDGEMENTS

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I understand that the Department of Regional Planning will not accept any Clearance of Conditions Certificate of Compliance applications without written proof of clearance of recorded conditions by those lead agencies with clearance authority.