

INFORMATION:

An online **DRP – Base Application - Subdivisions** 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).

Applicants are advised to consult with planning staff prior to applying at **213-974-6433** or subdivisions@planning.lacounty.gov.

- Complete the checklist below.
- Once submitted the assigned Planner will contact you directly.

Please provide the following*:

1. [Owner Acknowledgment Form](#).
2. Proposed Map. Refer to the [Subdivisions Application Checklist](#) for map requirements.
3. Detailed description of the proposed changes. A narrative describing all proposed changes, as well as specific information about the changes, such as a table showing the approved and proposed lot sizes and/or pad elevations. Refer to the [Interpretation Memo](#) for more information.
4. A memo from the project’s CEQA Consultant substantiating how the proposal **DOES NOT**:
 - Increase any substantial negative impact(s) to the surrounding neighborhood,
 - Increase any substantial negative environmental impact(s),
 - Create a change to the approved use or a significant change to project design,
 - Create a detrimental change to the basis on which the environmental determination for the project was made, and
 - Create a change to the basis upon which the review authority made the findings for approval of the project.

**Additional materials may be requested during review by LA County Planning, if the Director determines such materials are necessary for adequate evaluation.*