

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).

Applicants are advised to consult with planning staff prior to applying at **213-974-6411** or info@planning.lacounty.gov.

THE FOLLOWING ITEMS MUST BE UPLOADED TO YOUR APPLICATION:

1. [Owner Acknowledgment Form](#)
2. Site Plan: Plans must be drawn to scale and combined into one PDF. Plans must depict the following:
 - a. Proposed construction, excavation, grading and/or landfill. Where a change in grade is proposed, the change in grade within the protected zone of each plotted tree shall be specified.
 - b. The location of all oak trees proposed to be removed, damaged, encroached, or relocated, or within 200 feet of proposed construction, grading, landfill or other activity. Each tree shall be assigned an identification number on the plan, and a corresponding permanent identifying tag shall be affixed to the north side of each tree. These identifications shall be utilized in the Oak Tree Report and for physical identification on the property where required.
 - c. The protected zones of any oak trees and the distance from the protected zone to any structure. (A protected zone is defined as the area within five (5) feet of the dripline of an oak tree and 15 feet from the trunk of the oak tree. The more restrictive measurement shall apply. Show the true dripline of the oak trees and not just a circle (see [oak tree diagram](#) attachment for instructions).
 - d. Location and size of all proposed replacement trees.
 - e. Location of all surface drainage systems.
3. Oak Tree Report prepared by a certified oak tree consultant/arborist, as deemed acceptable by the Director and County Forester & Fire Warden. The report shall include all applicable requirements identified in County Code Section [22.174.040.B.2.](#)
4. At least six (6) different color photographs (no aerial photos) of the entire subject property AND area proposed for development within the property. Include a photo key and location of subject photos.

FOR OAK TREE PERMITS WITH PUBLIC HEARING, PROVIDE THE FOLLOWING IN ADDITION TO THE ITEMS LISTED ABOVE:

1. [Oak Tree Permit Statement of Findings.](#)
2. [Ownership and Consent Affidavit.](#)
3. [Environmental Assessment Information Form](#)