

(Subject to change annually, as needed)

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).

Only complete applications submitted by **12/31/2028** will be accepted for review. Applicants are advised to consult with planning staff prior to applying at **213-974-6411** or info@planning.lacounty.gov.

Each property owner should seek financial and/or legal advice before entering into a UAIZ contract. To determine if a project qualifies for the UAIZ program, review the Program Eligibility Criteria handout. Please refer to the **UAIZ Application Checklist** below for submittal requirements. Visit <https://planning.lacounty.gov/long-range-planning/urban-agriculture-incentive-zone/> for more information.

UAIZ Checklist

Submittal of a UAIZ application must include the following:

1. Completed supplemental application with original signatures.
2. Proof of ownership. An ownership disclosure is required if the property is owned by an LLC, corporation, partnership, or trust.
 - a. The disclosure must reveal the agent for service of process of an officer of the ownership entity. The disclosure must list the name and addresses of the principal owners (25% or greater) and attach a copy of the current corporate articles, partnership agreement, or trust document, as applicable.
 - b. The grant deed is required if the ownership does not match County records. Ownership on the deed must correspond exactly with the ownership listed on the application.
3. A notarized Letter of Authorization (LOA) is required from the property owner if anyone other than the owner signs the application. The authorized agent (agent, applicant) on the LOA must correspond with the signature on the application.
4. Six to ten digital color photographs of the proposed project area with a photo-key map. Ensure that the photos are adequate to show the existing conditions of the entire site.
5. Site plan drawn to scale with locations of all proposed buildings and structures on site (include property lines, street names, north arrow, and dimensions).
6. Narrative statement demonstrating how a contract will promote and foster urban agriculture. Please limit to 500 words or less.
7. Copy of the most recent property tax bill.

Applicant Name	Subject property (Address or APN)
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Legal Description (Attach additional sheets, if necessary, or a copy of the grant deed):

Project Description and Proposed Use (Descripción del Proyecto y El Uso Propuesto)

Owner / Applicant Certification (Certificación del Solicitante, Agente o Dueño/a)	
By my signature below, I hereby understand and certify the following:	
<ol style="list-style-type: none"> 1. The burden is on the applicant to substantiate the request. 2. There is no guarantee - expressed or implied - that a contract will be granted. I understand that each application must be carefully evaluated and after the evaluation has been conducted, that staff's recommendation or decision may be revised to a different position taken in any preliminary discussions. 3. After further evaluation, additional information may be required. 4. If my application is denied, there is no refund of fees paid. 5. Submitting inaccurate or incomplete information may result in delays or denial of my application. 6. The information provided in this application, including attachments, is accurate and correct to the best of my knowledge. 7. I have read and understand the foregoing and agree to the submittal of this application. 	
SIGNATURE:	DATE:
PRINT NAME:	CHECK ONE: Owner Applicant

Office of the Assessor (This portion to be filled out by the Assessor, identified below.)

1. Current tax assessed valuation on the property: _____

2. Does the assessment exceed the allowed threshold? Yes No

3. As of _____ (date), are funds available for a UAIZ contract? Yes No

Print Name: _____

Title: _____

Signature: _____

Date: _____

(Assessor Form Attached)

For completion of this section, please contact:

County of Los Angeles
Office of the Assessor Appraisal Standards Section
 500 W. Temple St., 2nd Floor, Room 290
 Los Angeles, CA 90012
 UAIZ Coordinator Telephone: (213) 974-1594

Department of Treasurer and Tax Collector (This portion to be filled out by the Treasurer & Tax Collector, identified below)

Are the property tax payments current? Yes No

Print Name: _____

Title: _____

Signature: _____

Date: _____

For completion of Section above, please contact:

County of Los Angeles Department of Treasurer and Tax Collector
Public Service Division
 225 North Hill Street, 1st Floor, Room 115
 Los Angeles, CA 90012
 UAIZ Staff Telephone: (213) 974-0965

Additional Instructions

After this document has been completed and signed by the County of Los Angeles, Office of the Assessor and Department of Treasurer and Tax Collector, please submit the completed form to:

County of Los Angeles
Department of Regional Planning
 320 West Temple Street, 13th Floor, Room 1360
 Los Angeles, CA 90012
 UAIZ Staff Telephone: (213) 974-6411