

**INFORMATION:**

You may apply for Temporary Housing online via EPIC-LA or in-person at your local Field Office:

- **ONLINE** - Visit EPIC-LA (<https://epicla.lacounty.gov>) and complete a **DRP - Base Application – Permits and Reviews**. Upload pages 1 and 2 from this form. Please refer to “[File an Application](http://planning.lacounty.gov/how-do-i/file-an-application)” on our website (<http://planning.lacounty.gov/how-do-i/file-an-application>).
- **IN PERSON** – Please complete this entire form and submit it at your local Field Office. [Field Office Locations and Hours](https://planning.lacounty.gov/locations) are available on our website (<https://planning.lacounty.gov/locations>).

Please complete the following to confirm compliance with the Temporary Housing provisions of the **LA County Disaster Recovery Ordinance** (Chapter 22.256 of the LA County Code)

<https://bit.ly/LACountyDisasterRecoveryOrdinance>

INITIAL HERE:	I ACKNOWLEDGE AND UNDERSTAND:
	A temporary housing unit can only be a recreational vehicle, manufactured home, or mobile home on a property where a single-family residence, accessory dwelling unit(s), or caretaker’s residence was destroyed or made uninhabitable by a disaster.
	Any temporary housing unit established under the provisions for “Occupied Recreational Vehicle Parking During a County Declared Shelter Crisis” is not considered a legally established single-family residence and therefore cannot be used as a temporary housing unit under the Disaster Recovery Ordinance.
	I / We have lived in a dwelling unit on the lot within the 12 months before a declaration of emergency. I / We have information to demonstrate that I / we have lived in that dwelling unit, such as a driver’s license or a different government-issued identification card, a property tax bill, a utility bill, or a similar document.
	The lot has been cleared of disaster-related debris, rubble, ash, hazardous waste, or other items that could be a threat to the public health, safety, or general welfare, to the satisfaction of the County.
	Temporary housing is limited to one dwelling unit for each dwelling unit that was destroyed or made uninhabitable. A maximum of two temporary housing units may be placed on the lot.
	A temporary housing unit cannot exceed a maximum floor area of 1,500 square feet or the floor area of the dwelling unit that was destroyed or made uninhabitable, whichever is smaller.
	One (1) temporary storage structure, not to exceed 450 square feet and 10 feet in height, is allowed with each temporary housing unit.

INITIAL HERE:	I ACKNOWLEDGE AND UNDERSTAND:
	Temporary housing units and temporary storage structures must be located on any developed portion of the lot, including the building pad and all graded slopes, all structures, decks, patios, impervious surfaces, and parking areas.
	A minimum distance of six (6) feet is required between a temporary housing unit and any other structure on the same lot.
	A temporary housing unit must contain sleeping, cooking, bathing, and sanitary facilities.
	A temporary housing unit must be connected to a permanent source of potable water approved by the County.
	A temporary housing unit must be connected to a wastewater disposal system approved by the County.
	A temporary housing unit must be connected to an electrical source approved by the County.
	Except as otherwise authorized by the Disaster Recovery Ordinance, a temporary housing unit must comply with all other applicable requirements of Title 22 (Planning and Zoning) of the County Code.
	Approvals of temporary housing units and temporary storage structures approved by the County under the Disaster Recovery Ordinance expire two years following the emergency declaration and must be removed within 24 hours.
	Temporary housing units and temporary storage structures approved by the County under the Disaster Recovery Ordinance must be removed within 30 days after the County issues a Certificate of Occupancy for a like-for-like replacement of the dwelling unit that was destroyed or made uninhabitable.

**STEP 1: SUBJECT PROPERTY**

ASSESSOR'S PARCEL NUMBER(S) \_\_\_\_\_

PROPERTY ADDRESS (IF APPLICABLE) \_\_\_\_\_

BUSINESS/ESTABLISHMENT NAME (IF APPLICABLE) \_\_\_\_\_

**STEP 2: RECORD OWNER**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE \_\_\_\_\_

ZIP \_\_\_\_\_ TELEPHONE \_\_\_\_\_

EMAIL\*\*\* \_\_\_\_\_

**APPLICANT/AGENT**

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE \_\_\_\_\_

ZIP \_\_\_\_\_ TELEPHONE \_\_\_\_\_

EMAIL \*\*\* \_\_\_\_\_

Preferred contact:  Owner  Applicant/Agent

\*\*\*RECORD OWNER OR APPLICANT EMAIL MUST BE PROVIDED\*\*\*

**STEP 3: PROJECT DESCRIPTION & PROPOSED USE**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**STEP 4: PROJECT & PROPERTY DATA**

Existing use(s) and structure(s) (sq. ft.) and dwelling units:

Existing structure(s) to be demolished (if applicable)?

No  Yes *If yes, how many:* \_\_\_\_\_  
sq. ft.

Proposed use(s), structure(s) and additions (sq. ft.) and units:

Proposed Sign(s) (sq. ft.):

Is grading proposed?  No  Yes *If yes, cubic yards:*

CUT \_\_\_\_\_ + FILL \_\_\_\_\_ = TOTAL GRADING \_\_\_\_\_

Will grading be balanced on-site?  No  Yes

*If no, complete the Export/Import fields below.*

EXPORT \_\_\_\_\_ IMPORT \_\_\_\_\_

Are there slopes of 25% or more on the subject property?

No  Yes *If yes, topographic lines must be depicted on the siteplan.*

Are retaining walls proposed?  No  Yes

*If yes, submit wall cross-sections and elevations with depictions of both natural and finished grade.*

Are there any oak trees on or next to the subject property?

No  Yes

*If yes, how many:* \_\_\_\_\_  
Encroachments Removals

**Proposed industrial, commercial, or residential (30+ units):**

Is estimated valuation of project \$500,000 or greater?

No  Yes *Note: Final valuation will be determined by Building & Safety.*

**Proposed commercial or industrial:** If property is owned solely by a nonprofit organization, and will premises will be operated/used exclusively for nonprofit purposes, or will premises be privately owned and dedicated exclusively to artistic or cultural use?

No  Yes