

March 24, 2026

Mark Gibson and Vanessa Todd
3061 Raymond Avenue
Altadena, CA 91001

PROJECT NO. PRJ2025-005861-(5)
COUNTY DISASTER RECOVERY PERMIT NO. CREB2025001049
“PROCEDURE A” MODIFICATION
3061 NORTH RAYMOND AVENUE, ALTADENA (APN: 5833-019-034)
WEST SAN GABRIEL VALLEY PLANNING AREA

Dear Mark Gibson and Vanessa Todd:

The Zoning Administrator, by her action of **March 10, 2026**, has approved the above-referenced project. Enclosed are the Director’s Findings and Conditions of Approval. Please carefully review each condition. This approval is not effective until the appeal period has ended, and the required Affidavit of Acceptance is submitted to LA County Planning (see enclosed Affidavit of Acceptance Instructions).

Appeals: The applicant or any other interested persons may appeal the Director’s decision. The appeal period for this project will end at 5:00 p.m. on **April 7, 2026**. Appeals must be submitted to appeal@planning.lacounty.gov before the end of the appeal period.

The approved plans may be viewed and/or downloaded at <https://bit.ly/PRJ2025-005861>.

For questions or for additional information, please contact Evan Sahagun of the Foothills Development Services Section at (213) 204-9939, or ESahagun@planning.lacounty.gov.

Mark Gibson and Vanessa Todd

March 24, 2026

Page 2

Sincerely,

AMY J. BODEK, AICP
Director of Regional Planning

Carmen Sainz

Carmen Sainz, Supervising Planner
Disaster Recovery Team

CS:ERS

Enclosures: Findings, Conditions of Approval, Affidavit of Acceptance (Permittee's
Completion)

c: Department of Public Works (Building and Safety)
Zoning Enforcement

CP_03242026_5833019034_CREB2025001049(03242026)_APL

LOS ANGELES COUNTY
DEPARTMENT OF REGIONAL PLANNING
FINDINGS OF THE ZONING ADMINISTRATOR
AND ORDER
PROJECT NO. PRJ2025-005861-(5)
COUNTY DISASTER RECOVERY PERMIT NO. CREB2025001049
“PROCEDURE A” MODIFICATION

RECITALS

1. **ENTITLEMENT REQUESTED.** The permittee, Mark Gibson and Vanessa Todd ("Permittee"), requests a “Procedure A” Modification (“Modification”) associated with County Disaster Recovery Permit (“DRP”) No. CREB2025001049 pursuant to Los Angeles County Code ("County Code") Section 22.258.050.C.2 (County Disaster Recovery Permit – Non-Like for Like Rebuild Project, Discretionary Review – Procedure A). The DRP is to authorize a non-like-for-like rebuild project consisting of a replacement 1,547-square-foot, one-story, single-family residence (“SFR”) with attached 370-square-foot two-car garage and 922-square-foot wooden deck (“Project”) on a property located at 3061 North Raymond Avenue in the unincorporated community of Altadena ("Project Site") in the R-1-7500 (Single Family Residential – 7,500 Square-Foot Minimum Required Lot Area) Zone. The Modification is to authorize a reduction of the required side yard, to allow six feet and seven inches in lieu of seven feet and three inches, as required by County Code Section 22.320.090.D.1.a (Yard Requirements).
2. **LAND USE DESIGNATION.** The Project Site is located within the H9 (Residential – 0-9 Dwelling Units Per Net Acre) land use category of the West San Gabriel Valley Area Plan Land Use Policy Map.
3. **ZONING.** The Project Site is located in the Altadena Zoned District and is currently zoned R-1-7500. Pursuant to County Code Section 22.258.050.C.2 (County Disaster Recovery Permit – Non-Like for Like Rebuild Project, Discretionary Review – Procedure A), a Modification is required to deviate from the development standards in Section 22.320.090 (Altadena Community Standards District).
4. **SURROUNDING LAND USES AND ZONING**

LOCATION	WEST SAN GABRIEL VALLEY AREA PLAN LAND USE POLICY	ZONING	EXISTING USES
NORTH	H9 (Residential – 0-9 Dwelling Units Per Net Acre)	R-1-7500 (Single Family Residential – 7,500 Square-Foot Minimum Required Lot Area)	Single-family residences (“SFRs”), Fire Affected SFRs

EAST	H9	R-1-7500	Private street, SFRs, Fire Affected SFRs
SOUTH	H9	R-1-7500	SFRs, Fire Affected SFRs
WEST	H9	R-1-7500	Private street, SFRs, Fire Affected SFRs

5. PROJECT AND SITE PLAN DESCRIPTION.

A. Existing Site Conditions

The Project Site is 0.179 gross acres in size and consists of one lot. The Project Site is rectangular in shape with gentle-sloping topography and is currently vacant because the previous SFR was destroyed by the Eaton Fire.

B. Site Access

The Project Site is accessible via North Raymond Avenue, a private street easement, to the east. Access to the Project Site will be via an entrance/exit from the private street easement to East Palm Street.

C. Site Plan

The proposed site plan depicts the Project Site with a replacement 1,547-square-foot, one-story, SFR with attached 370-square-foot two-car garage and 922-square-foot wooden deck. Vehicular ingress and egress is provided via a driveway on the southeastern portion of the Project Site, leading to the attached two-car garage. Approximately 3,029 square feet of landscaping is proposed, primarily in the rear of the SFR and attached wooden deck.

D. Parking

The Project will include a 370-square-foot attached two-car garage to serve the residents of the new SFR.

6. CEQA DETERMINATION.

County Department of Regional Planning (“LA County Planning”) staff determined that the Project qualifies for Class 1 (Existing Facilities), 3 (New Construction or Conversion of Small Structures), 4 (Minor Alterations to Land), and 5 (Minor Alterations in Land Use Limitations) categorical exemptions from the California Environmental Quality Act (Public Resources Code section 21000, et seq.) (“CEQA”), the State CEQA Guidelines, and the Environmental Document Reporting Procedures and Guidelines for the County. The Project is exempt because it involves the construction of a new SFR, is in a zone which permits single-family residential uses, and is on a lot that was previously developed with an SFR destroyed by the Eaton Fire. The Modification is for a minor variance of the required side yard and will not result in the creation of a new parcel. The Project Site is not located within or near an environmentally sensitive area, a historical resource, a hazardous waste site, or a scenic highway. No significant impact due to unusual circumstances nor cumulative effects are anticipated.

7. **COMMUNITY OUTREACH.** In January 2026, prior to the Zoning Administrator’s review and decision on the Modification, the Permittee contacted adjacent property owners and shared details of the Modification request. The Permittee obtained four (4) signatures on a letter indicating support of the Modification.
8. **PUBLIC COMMENTS.** No correspondence was received from the public regarding the Project.
9. **AGENCY RECOMMENDATIONS.** Reviews by the County Departments of Public Works, Fire, and Public Health were not required because the Project is for a replacement SFR.
10. **LEGAL NOTIFICATION.** Pursuant to County Code Section 22.258.050.C.2 (Disaster Recovery Permit – Non-Like for Like Rebuild Project, Discretionary Review – Procedure A), the community was properly notified of the application by mail. Additionally, the Project was noticed and case materials were available on LA County Planning’s website. On January 29, 2026, a total of six Notices of Application were mailed to all adjacent property owners, eight notices were mailed to those on the courtesy mailing list for the Altadena Zoned District, and a total of 114 notices were electronically mailed to any additional interested parties.

GENERAL PLAN CONSISTENCY FINDINGS

11. **LAND USE POLICY.** The Zoning Administrator finds that the Project is consistent with the goals and policies of the General Plan because the H9 land use category is intended for SFRs, such as the Project.
12. **GOALS AND POLICIES.** The Zoning Administrator finds that the Project is consistent with the goals and policies of the General Plan:
 - **Land Use Policy No. 4.1:** Encourage infill development in urban and suburban areas on vacant, underutilized, and/or brownfield sites.
 - **Land Use Policy No. 10.1:** Encourage community outreach and stakeholder agency input early and often in the design of projects.
 - **Land Use Policy No. 10.3:** Consider the built environment of the surrounding area and location in the design and scale of new or remodeled buildings, architectural styles, and reflect appropriate features such as massing, materials, color, detailing or ornament.

The Project has been designed to reflect the architectural style, size, and scale of the previously existing SFR, which is within the Eaton Fire affected area. Key architectural elements from the pre-fire SFR include clerestory windows, a scaled brick fireplace, and vaulted ceiling forms. Except for the Modification requested, the Project complies with all development standards for the R-1-7500 Zone specified in County Code Section 22.320.090 (Altadena Community Standards District), including but not limited to required yards, maximum height limits, maximum lot coverage, and maximum gross structural area. Additionally, the Project complies with all development standards for single-unit developments specified County Code Section

22.140.520 (Residential Design Standards), including but not limited to building and site access, front yards and building orientation, ground floor treatments, building articulation, building façade details, and landscaping and walls. Furthermore, the Permittee sought input and support from adjacent property owners prior to requesting the subject Modification. In consideration of these factors, the Project is consistent with the goals and policies of the General Plan.

ZONING CODE CONSISTENCY FINDINGS

13. **PERMITTED USE IN ZONE.** The Zoning Administrator finds that the Project is consistent with the R-1-7500 zoning classification, as a non-like-for-like rebuild of a replacement SFR is permitted in such zone with a DRP pursuant to County Code Section 22.258.050 (Disaster Recovery Permit).
14. **REQUIRED YARDS.** The Zoning Administrator finds that the Project is consistent with the standards identified in County Code Section 22.320.090.D.1.a (Yard Requirements), except for the requested modification of the required side yard, to allow six feet and seven inches on the northern side in lieu of seven feet and three inches. A side yard setback of seven feet and three inches is provided on the southern side. A minimum 20-foot front yard is required, pursuant to County Code Section 22.258.030.D (Front Yard Setback), and 22 feet is provided. A minimum 25-foot rear yard is required, and 30 feet and eight inches is provided. No portion of the structure located within 15 feet of any property line exceeds 23 feet in height.
15. **HEIGHT.** The Zoning Administrator finds that the Project is consistent with the standard identified in County Code Section 22.320.090.D.1.b (Height Limits), which limits the maximum height to 30 feet tall on lots of less than 20,000 square feet and the maximum number of stories above grade to two. The proposed SFR is one story and is 26 feet and five inches tall at its highest point.
16. **FENCES AND WALLS.** The Zoning Administrator finds that the Project is consistent with the standards identified in County Code Section 22.320.090.D.1.c (Fences, Walls, and Landscaping), which restricts the sizes, types, and locations of fences and walls allowed in residential zones. The Project includes a new five-foot-tall wooden fence extending from the sides of the SFR around the perimeter of the Project Site and is setback 23 feet and seven inches from the front lot line, consistent with these standards. There are no new fences or walls proposed within the front yard or within a driveway zone.
17. **GROSS STRUCTURAL AREA (“GSA”).** The Zoning Administrator finds that the Project is consistent with the standard identified in County Code Section 22.320.090.D.1.d (Gross Structural Area and Lot Coverage) which limits the GSA to $(.25 \times \text{net lot area}) + 1,000$ square feet, or 2,937 square feet. The Project’s GSA is 1,547 square feet, within the allowable GSA.
18. **LOT COVERAGE.** The Zoning Administrator finds that the Project is consistent with the standard identified in County Code Section 22.320.090.D.1.d (Gross Structural Area and Lot Coverage) which limits the lot coverage to $(.25 \times \text{net lot area}) + 1,000$

square feet, or 2,937 square feet. The Project's lot coverage is 2,028 square feet, within the allowable lot coverage.

19. **PARKING.** The Zoning Administrator finds that the Project is consistent with the standards identified in County Code Sections 22.112.070 (Required Parking Spaces), 22.258.030.H (Parking), and 22.320.090.D.1.e (Parking), which require two covered or uncovered parking spaces for a non-like-for-like rebuild project with a three-bedroom SFR. The Project includes a 370-square-foot attached two-car garage.
20. **RESIDENTIAL DESIGN STANDARDS.** The Zoning Administrator finds that the Project is consistent with the standards identified in County Code Section 22.140.520.F (Single-Unit Standards):
 - a. **SITE ACCESS.** Pursuant to Subsection F.3 (Building and Site Access), the Project includes a direct pedestrian pathway from the private street easement.
 - b. **BUILDING ORIENTATION.** Pursuant to Subsection F.4 (Front Yards and Building Orientation), the primary entrance of the Project is along the frontage and oriented towards the private street easement. The canopy tree requirement specified in Subsection F.4.c (Canopy Tree Requirement) does not apply because the Project Site is constrained by topography and fronts a private street easement.
 - c. **PRIMARY ENTRYWAY.** Pursuant to Subsection F.5 (Ground Floor Treatments), the primary entrance of the Project is oriented to the front lot line, is lit with at least one light fixture providing a minimum of two foot-candles on the ground within five feet of the entryway door, incorporates a covered porch in front of the doorway and a window adjacent to the door, and is eight feet and four inches in width.
 - d. **ARTICULATIONS.** Pursuant to Subsection F.6 (Building Articulation), the building façade of the Project incorporates two articulation and architectural detailing strategies in the form of recessed windows and vertical banding.
 - e. **FAÇADE DETAILS.** Pursuant to Subsection F.7 (Building Façade Details), the primary building of the Project incorporates siding and brick along the façade, treated as a whole and finished with similar materials on all sides to provide continuity. Brick is used for 101 square feet of the 614-square-foot building façade, or 16.4%.
 - f. **LANDSCAPING.** Pursuant to Subsection F.8 (Landscaping, Walls, Fences, and Screening), single-unit development sites must include a minimum of 20 percent of the uncovered lot area to be landscaped with at least 80 percent of the on-site landscaping coverage area consisting of trees and plants native to southern California or non-invasive and drought tolerant plants. The Project includes 5,721 square feet of uncovered lot area which requires a minimum of 1,145 square feet of landscaping, while approximately 3,029 square feet is proposed, consistent with these requirements.

g. **PARKING.** Pursuant to Subsection F.9 (Vehicle Parking Facilities), garages for single-unit developments which face a street shall make up no more than 50 percent of the total building frontage length. The Project includes an attached two-car garage facing the private street easement, which is 18 feet and six inches wide, making up 31 percent of the total building frontage length of 59 feet and two inches. The prohibition on garages located closer to the front property line than the front door, specified in Subsection F.9.b.ii (Parking Locations), does not apply because the Project Site is constrained by topography.

21. **TREE PLANTING.** The Zoning Administrator finds that the Project is consistent with the standards identified in County Code Section 22.126.030 (Tree Requirements), which require two trees for residential projects with three or fewer units. The Project proposes two new 15-gallon trees from the County's Tree Species List.

22. **INCLUSIONARY UNITS.** The Zoning Administrator finds that the Project is exempt from the Inclusionary Zoning Ordinance because the Project includes only one primary dwelling unit.

"PROCEDURE A" MODIFICATION FINDINGS

23. **The Zoning Administrator finds that the proposed use will be consistent with the adopted General Plan for the area.** The Project Site is located within the H9 land use category of the West San Gabriel Valley Area Plan Land Use Policy Map. The H9 category is intended for the use of SFRs. As the Project proposes the rebuilding of a previously existing SFR, this is consistent with the intended use of the category.

24. **The Zoning Administrator finds that the proposed use at the site will not adversely affect the health, peace, comfort, or welfare of persons residing or working in the surrounding area; will not be materially detrimental to the use, enjoyment, or valuation of property of other persons located in the vicinity of the site; and will not jeopardize, endanger, or otherwise constitute a menace to the public health, safety, or general welfare.** The proposed Modification does not introduce a new use or intensification of use that existing before the Eaton Fire. The Project proposes a replacement SFR that, despite the side yard setback reduction being requested, is located farther from the property line than the pre-fire SFR, which had a side yard setback of approximately six feet. The Project will comply with all current building and fire codes and is not anticipated to adversely impact the surrounding area.

25. **The Zoning Administrator finds that the proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in Title 22, or as is otherwise required in order to integrate said use with the uses in the surrounding area.** The proposed Project maintains existing development patterns and is in compliance with all applicable community-specific and residential design standards, except for the Modification being requested relating to the required side yard setback. Therefore, the Project integrates appropriately with surrounding residential uses.

26. **The Zoning Administrator finds that the proposed site is adequately served by highways or streets of sufficient width and improved as necessary to carry the kind and quantity of traffic such use would generate, and by other public or private service facilities as are required.** The Project Site is adequately served by North Raymond Avenue, a private street easement, via East Palm Street. Because no intensification of use is proposed, the existing infrastructure in the vicinity does not require new improvements to carry out the kind and quantity of traffic that the Project is anticipated to generate.
27. The Zoning Administrator finds that a grant term for the Modification is not necessary because the Project is for a replacement SFR.

SUPPLEMENTAL “PROCEDURE A” MODIFICATION FINDINGS – ALTADENA COMMUNITY STANDARDS DISTRICT (“CSD”)

28. **The Zoning Administrator finds that the application of the standards for which modification is sought would result in practical difficulties or unnecessary hardships if not granted.** Strict application of the required side yard setback would require substantial redesign of the Project and relocation of the residence to a downward slope in the rear of the lot, resulting in disproportionate impacts relative to the Modification request. Due to slopes in the rear of the Project Site, the effective buildable area is reduced. Adherence to the side yard setback requirement would necessitate additional foundation work and structural supports, substantially increasing construction costs.
29. **The Zoning Administrator finds that there are exceptional circumstances or conditions applicable to the subject property or to the intended development of the subject property that do not apply to other properties within the area governed by this CSD.** Exceptional circumstances exist on the Project Site due to its topography, placement of the pre-fire SFR, and the presence of an attached, exclusive yard easement that benefits only the Permittee. This easement is not shared with any adjacent lots, does not affect neighboring properties, and is for exclusive use of the Permittee. The requested Modification is adjacent to this easement and utilizes this unique condition without creating a grant of special privilege inconsistent with the limitations upon other properties located in the Altadena CSD.
30. **The Zoning Administrator finds that the requested modification will not be materially detrimental to properties or improvements in the area or contrary to the purpose of this CSD or the Altadena Community Plan.** The Project is consistent with the purpose and intent of the Altadena CSD and the Altadena Community Plan, because it supports neighborhood recovery by allowing a fire-damaged, vacant lot to return to productive residential use. Because the requested Modification is based on exceptional circumstances applicable to the Project Site, it is not anticipated to be materially detrimental to other properties in the vicinity.

ENVIRONMENTAL FINDINGS

31. The Zoning Administrator finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines sections 15301 (Class

1 Categorical Exemption, Existing Facilities), 15303 (Class 3 Categorical Exemption, New Construction or Conversion of Small Structures), 15304 (Class 4 Categorical Exemption, Minor Alterations to Land), and 15305 (Class 5 Categorical Exemption, Minor Alterations in Land Use Limitations). The Project is exempt because it involves the construction of a replacement SFR on a lot that was previously developed with an SFR destroyed by the Eaton Fire. The Modification is for a minor variance of the required side yard and will not result in the creation of a new parcel. The Project Site is not located within or near an environmentally sensitive area, a historical resource, a hazardous waste site, or a scenic highway. No significant impact due to unusual circumstances nor cumulative effects are anticipated.

ADMINISTRATIVE FINDINGS

32. LOCATION OF DOCUMENTS. The location of the documents and other materials constituting the record of proceedings upon which the Zoning Administrator's decision is based in this matter is at LA County Planning, 13th Floor, Hall of Records, 320 West Temple Street, Los Angeles, California 90012. The custodian of such documents and materials shall be the Acting Section Head of the Disaster Recovery Team, LA County Planning.

BASED ON THE FOREGOING, THE ZONING ADMINISTRATOR CONCLUDES THAT:

- A. The proposed use with the attached conditions will be consistent with the adopted General Plan.
- B. The proposed use at the site will not adversely affect the health, peace, comfort or welfare of persons residing or working in the surrounding area, will not be materially detrimental to the use, enjoyment or valuation of property of other persons located in the vicinity of the site, and will not jeopardize, endanger or otherwise constitute a menace to the public health, safety or general welfare.
- C. The proposed site is adequate in size and shape to accommodate the yards, walls, fences, parking and loading facilities, landscaping and other development features prescribed in Title 22, or as is otherwise required in order to integrate said use with the uses in the surrounding area.
- D. The proposed site is adequately served by highways or streets of sufficient width and improved as necessary to carry the kind and quantity of traffic such use would generate, and by other public or private service facilities as are required.
- E. The application of the standards for which modification is sought would result in practical difficulties or unnecessary hardships if not granted.
- F. There are exceptional circumstances or conditions applicable to the subject property or to the intended development of the subject property that do not apply to other properties within the area governed by the Altadena CSD.

- G. The requested modification will not be materially detrimental to properties or improvements in the area or contrary to the purpose of the Altadena CSD or the Altadena Community Plan.

THEREFORE, THE ZONING ADMINISTRATOR:

1. Finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines sections 15301 (Class 1 Categorical Exemption, Existing Facilities), 15303 (Class 3 Categorical Exemption, New Construction or Conversion of Small Structures), 15304 (Class 4 Categorical Exemption, Minor Alterations to Land), and 15305 (Class 5 Categorical Exemption, Minor Alterations in Land Use Limitations); and
2. Approves the **“PROCEDURE A” MODIFICATION ASSOCIATED WITH COUNTY DISASTER RECOVERY PERMIT NO. CREB2025001049**, subject to the attached conditions.

ACTION DATE: March 10, 2026

CS:ERS

March 24, 2026

c: Zoning Enforcement, Building and Safety

LOS ANGELES COUNTY
DEPARTMENT OF REGIONAL PLANNING

CONDITIONS OF APPROVAL
PROJECT NO. PRJ2025-005861-(5)
COUNTY DISASTER RECOVERY PERMIT NO. CREB2025001049
“PROCEDURE A” MODIFICATION

PROJECT DESCRIPTION

The project is a non-like-for-like rebuild of a single-family residence with an attached two-car garage and wooden deck, with a “Procedure A” Modification to authorize a reduction in the side yard setback as required by 22.320.090.D.1.a (Altadena Community Standards District), subject to the following conditions of approval:

GENERAL CONDITIONS

1. **Permittee.** Unless otherwise apparent from the context, the term “Permittee” shall include the applicant, owner of the property, and any other person, corporation, or other entity making use of this grant.
2. **Affidavit of Acceptance.** This grant shall not be effective for any purpose until the Permittee, and the owner of the subject property if other than the Permittee, have filed at the office of the Los Angeles County ("County") Department of Regional Planning (“LA County Planning”) their affidavit stating that they are aware of and agree to accept all of the conditions of this grant. Notwithstanding the foregoing, this Condition No. 2 and Condition Nos. 4, 5, and 8 shall be effective pursuant to County Code Section 22.222.230 (Effective Date of Decision and Appeals).
3. **Date of Final Approval.** Unless otherwise apparent from the context, the term “date of final approval” shall mean the date the County’s action becomes effective pursuant to County Code Section 22.222.230 (Effective Date of Decision and Appeals).
4. **Indemnification.** The Permittee shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from any claim, action, or proceeding against the County or its agents, officers, or employees to attack, set aside, void, or annul this permit approval, which action is brought within the applicable time period of Government Code section 65009 or any other applicable limitations period. The County shall promptly notify the Permittee of any claim, action, or proceeding and the County shall reasonably cooperate in the defense. If the County fails to promptly notify the Permittee of any claim, action, or proceeding, or if the County fails to cooperate reasonably in the defense, the Permittee shall not thereafter be responsible to defend, indemnify, or hold harmless the County.
5. **Litigation Deposit.** In the event that any claim, action, or proceeding as described above is filed against the County, the Permittee shall within ten days of the filing make an initial deposit with LA County Planning in the amount of up to \$5,000.00, from which actual costs and expenses shall be billed and deducted for the purpose of defraying the costs or expenses involved in LA County Planning's cooperation in the defense, including but not limited to, depositions, testimony, and other assistance provided to Permittee or Permittee's counsel.

If during the litigation process, actual costs or expenses incurred reach 80 percent of the amount on deposit, the Permittee shall deposit additional funds sufficient to bring the balance up to the amount of \$5,000.00. There is no limit to the number of supplemental deposits that may be required prior to completion of the litigation.

At the sole discretion of the Permittee, the amount of an initial or any supplemental deposit may exceed the minimum amounts defined herein. Additionally, the cost for collection and duplication of records and other related documents shall be paid by the Permittee according to County Code Section 2.170.010 (Fees for Providing County Records).

6. **Invalidation.** If any material provision of this grant is held or declared to be invalid by a court of competent jurisdiction, the permit shall be void and the privileges granted hereunder shall lapse.
7. **Change of Ownership.** Upon any transfer or lease of the property during the term of this grant, the Permittee, or the owner of the subject property if other than the Permittee, shall promptly provide a copy of the grant and its conditions to the transferee or lessee of the subject property.
8. **Expiration.** This grant shall expire unless used by **January 7, 2030**. A single one-year time extension may be requested in writing and with the payment of the applicable fee prior to such expiration date.
9. **Inspections.** The subject property shall be maintained and operated in full compliance with the conditions of this grant and any law, statute, ordinance, or other regulation applicable to any development or activity on the subject property. Failure of the Permittee to cease any development or activity not in full compliance shall be a violation of these conditions. No provision of any easement of or any other encumbrance on the property shall exempt the Permittee and/or property owner from compliance with these conditions and applicable regulations.

Inspections may be made to ensure compliance with the conditions of this grant as well as to ensure that any development undertaken on the subject property is in accordance with the approved site plan on file. If inspections are required to ensure compliance with the conditions of this grant, or if any inspection discloses that the subject property is being used in violation of any one of the conditions of this grant, the Permittee shall be financially responsible and shall reimburse LA County Planning for all additional enforcement efforts necessary to bring the subject property into compliance. The amount charged for additional inspections shall be **\$470.00** per inspection, or the current recovery cost established by LA County Planning at the time any additional inspections are required, whichever is greater.

Inspections may be unannounced. Inspections may be conducted utilizing any available technologies, including, but not limited to, unmanned aircraft systems (UAS). Use of a UAS requires the consent of the Permittee pursuant to LA County Planning's UAS policy, which may be updated from time to time, and which shall be provided to the Permittee upon request.

10. **Revocation.** Notice is hereby given that any person violating a provision of this grant is guilty of a misdemeanor. Notice is further given that the Regional Planning Commission (“Commission”) or a Hearing Officer may, after conducting a public hearing, revoke or modify this grant, if the Commission or Hearing Officer finds that these conditions have been violated or that this grant has been exercised so as to be detrimental to the public’s health or safety or so as to be a nuisance, or as otherwise authorized pursuant to County Code Chapter 22.238 (Modifications and Revocations). Failure of the Permittee to cease any development or activity not in full compliance shall be a violation of these conditions and may result in revocation.
11. **County Fire Code.** All development pursuant to this grant shall comply with the requirements of Title 32 (Fire Code) of the County Code to the satisfaction of the County Fire Department.
12. **County Public Works Requirements.** All development pursuant to this grant shall comply with the requirements of the County Department of Public Works to the satisfaction of said department.
13. **Exhibit “A.”** All development pursuant to this grant shall comply with the requirements of Title 22 (Planning and Zoning) of the County Code and of the specific zoning of the subject property, unless specifically modified by this grant, as set forth in these conditions, including the approved Exhibit "A," or a revised Exhibit "A" approved by the Director of LA County Planning (“Director”).
14. **Revisions to the Exhibit “A.”** The subject property shall be developed and maintained in substantial conformance with the plans marked Exhibit “A.” In the event that subsequent revisions to the approved Exhibit “A” are submitted, the Permittee shall submit **an electronic copy** of the proposed plans to the Director for review and approval. All revised plans must substantially conform to the originally approved Exhibit “A.” All revised plans must be accompanied by the written authorization of the property owner(s) and applicable fee for such revision.

PROJECT SITE-SPECIFIC CONDITIONS

15. **Scope of Approval.** This grant shall authorize the modification of required side yard setback, to allow six feet and seven inches in lieu of seven feet and three inches as required by County Code Section 22.320.090.D.1.a (Yard Requirements), in relation to the construction of a new single-family residence with an attached two-car garage and wooden deck in the R-1-7500 (Single Family Residential – 7,500 Square-Foot Minimum Required Lot Area) Zone.
16. **Parking.** The Permittee shall provide two vehicle parking spaces for the single-family residence, as required by County Code Section 22.112.070 (Required Parking Spaces). Unless an applicable permit is obtained, the number of parking spaces shall not change.
17. **Maintenance.** The sidewalk frontage in front of the property shall be continually well-maintained and free of litter, debris, household furniture, or any other items.

18. **Painting.** The single-family residence shall be repainted as necessary to replace discoloration and faded or peeling paint.
19. **Vehicular Circulation.** Waste and recycling receptacles shall not block vehicular access to and from the property.
20. **Storage.** Inoperable vehicles may not be stored on the property or in parking spaces.

AFFIDAVIT OF ACCEPTANCE INSTRUCTIONS

Please read carefully. Failure to follow these instructions may result in the delay of your approved site plan and building permits.

After the termination of the appeal period (14 days after the action date), proceed with the following instructions if you have not been notified that an appeal has been received.

Sign the “Affidavit of Acceptance” form in the presence of a notary and have the notary attach an acknowledgement. Both the applicant and owner lines must be signed on the form, even if they are the same person.

Mail to:

**Attention: Sean Donnelly, AICP
Department of Regional Planning
320 W Temple Street, 13th Floor
Los Angeles, CA 90012**

Or hand deliver to:

**Attention: Department of Regional Planning
Altadena One-Stop Permit Center
464 W Woodbury Road
Suite 210
Altadena, CA 91001**

For questions or for additional information, please contact Sean Donnelly, AICP at (213) 893-7024 or sdonnelly@planning.lacounty.gov. Our office hours are Monday through Thursday, 7:30 a.m. to 5:30 p.m. We are closed on Fridays.



Please complete and return to:
LA County Planning
320 West Temple Street, 13th Floor
Los Angeles, California 90012

AFFIDAVIT OF ACCEPTANCE

STATE OF CALIFORNIA }ss
COUNTY OF LOS ANGELES

REGARDING: PROJECT NO. PRJ2025-005861-(5)
COUNTY DISASTER RECOVERY PERMIT NO. CREB2025001049
3061 NORTH RAYMOND AVENUE, ALTADENA
APN: 5833-019-034

I/We the undersigned state:

I am/We are the permittee of the above-mentioned permits and/or owner of the real property described above.
I am/We are aware of, and accept, all the stated Conditions of Approval for the above-mentioned permit(s).

Executed this _____ day of _____, 20_____

I/We declare under the penalty of perjury that the foregoing is true and correct.

Complete both Applicant and Owner sections, even if the same.

Signatures must be acknowledged by a Notary Public. Affix seal or appropriate acknowledgements.

Applicant's Name: _____
Address: _____
City, State, Zip: _____
Signature: _____

Owner's Name: _____
Address: _____
City, State, Zip: _____
Signature: _____