



PRE-APPROVED STANDARD PLAN DISASTER REBUILD CHECKLIST

INFORMATION:

Use this checklist if you are rebuilding using a pre-approved standard plan from the [Standard Plans Catalog](#). Applicants must work directly with the designer to purchase, finalize, and submit the plans for County review and permitting. **At this time, pre-approved designs may be used for fire rebuild projects only.**

This comprehensive list is intended to aid design consultants in submitting complete packages for streamlined review.

To apply, complete an online **County Disaster Recovery Permit – Rebuild Project (CREB)** application via EPIC-LA (epicla.lacounty.gov), following the instructions below. Applications can also be submitted in person. More information can be found on the Applications and Forms webpage (<https://planning.lacounty.gov/applications-and-forms/>).

Applicants may consult with LA County Planning staff prior to applying at **213-974-6411** or recovery@planning.lacounty.gov.

SUBMITTAL INSTRUCTIONS

1. Contract with the design professional for your selected pre-approved standard plan.
2. Develop a cover sheet and a site plan siting the standard plan on your property and complete the required items listed below.
3. Submit a **County Disaster Recovery Permit – Rebuild Project (CREB)** application online or in person and upload all required items.
4. In the **Project Description**, include the name, the assigned number of the pre-approved standard plan and the Building & Safety assigned number, as indicated in the [Standard Plan Catalog](#). For example: “Pre-Approved Standard Plan (Plan Name, Plan No. XX-XX / 27XXX).”
5. Check the “**Pre-Approved Plan**” checkbox when submitting your CREB application.
6. LA County Planning will confirm the completeness of your application and attach the full pre-approved plan set for your selected design.
7. Review fees will be invoiced, unless you qualify for a [fee waiver](#).
8. The application will be reviewed by LA County Planning and Public Works.

REQUIRED ITEMS FOR REVIEW

1. Cover Sheet(s).

- a. Include the following information:
 - Address and Parcel Number(s)
 - Applicable Codes



<https://recovery.lacounty.gov/>



recovery@planning.lacounty.gov



(213) 974-6411



- Contact Information
- Detailed Scope of Work
- Occupancy Classification
- Revision Date
- Sheet Index
- Type of Construction
- Vicinity Map

b. Alternate design options within each preapproved plan option must be designated on the cover sheet for each preapproved structure (e.g. foundation type, roof type, façade option, floor plan option, etc.).

2. Site Plan. Plan must be drawn to either architect's or engineer's scale. See the Pre-Approved Plan Utilization document for required site plan items.

3. [Acknowledgement Form](#)

ADDITIONAL ITEMS (PROJECT-BY-PROJECT BASIS)

- 1. Proof of Ownership.** If the project site is owned by an LLC, corporation, partnership, or trust, please submit a document that lists the names and addresses of the principal owners (25% or greater). Attach a copy of the current corporate articles, partnership agreement, or trust document, as applicable, to that document.
- 2. [Consent Form](#).** If the application is submitted by someone other than the designer of the pre-approved standard plans, the designer must sign this form to authorize use of the plans.
- 3. Deviations.** If any deviations to the standard plans are proposed, provide the revised plans, including accompanying Title 24 report, structural plans, and structural calculations.
- 4. Deferred Submittal Items.** If any design elements were deferred during the pre-approved plan review process, such as truss roof design, Title 24 energy calculations, or others.
- 5. Other Requirements:** See the [Pre-Approved Plan Utilization](#) document for additional Public Works and Fire Department requirements.

ADDITIONAL NOTES

Standard plans are pre-approved based on limitations including geologic, climatic & topographic conditions. The plan pre-approval is not applicable if the proposed project meets one of the following conditions below, unless that specific condition is mitigated:



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- Hillside Properties (3:1 Slope or Steeper)
- Very High or High Fire Hazard Severity Zone
- Geologic Hazard Zones (View LA)
- Methane Gas Hazard Zone
- Flood Hazard Zone
- Restricted Use Areas (Including Easements)
- Septic System Areas

Pre-approved plans shall be valid from the date of approval until December 31, 2028.



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