

April 30, 2026

Shirley and Samuel Lau  
3260 Allegre Lane  
Altadena, CA 91001

PROJECT NO. PRJ2026-000971-(5)  
COUNTY DISASTER RECOVERY PERMIT NO. CREB2026000382  
“PROCEDURE A” MODIFICATION  
3260 ALEGRE LANE, ALTADENA (APN: 5843-011-006)  
WEST SAN GABRIEL VALLEY PLANNING AREA

Dear Shirley and Samuel:

The Zoning Administrator, by her action of **April 29, 2026**, has approved the above-referenced project. Enclosed are the Zoning Administrator’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 **May 14, 2026**. Appeals must be submitted to [appeal@planning.lacounty.gov](mailto:appeal@planning.lacounty.gov) before the end of the appeal period.

The approved plans may be viewed and/or downloaded at <https://bit.ly/PRJ2026-000971>.

For questions or for additional information, please contact Sean Donnelly, AICP of the Disaster Recovery Team at (213) 893-7024, or [sdonnelly@planning.lacounty.gov](mailto:sdonnelly@planning.lacounty.gov).

Sincerely,

AMY J. BODEK, AICP  
Director of Regional Planning

*Carmen Sainz*  
Carmen Sainz, Supervising Planner  
Disaster Recovery Team

CS:SD

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

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

LOS ANGELES COUNTY  
DEPARTMENT OF REGIONAL PLANNING  
FINDINGS OF THE ZONING ADMINISTRATOR  
AND ORDER  
PROJECT NO. PRJ2026-000971-(5)  
COUNTY DISASTER RECOVERY PERMIT NO. CREB2026000382  
“PROCEDURE A” MODIFICATION

**RECITALS**

1. **ENTITLEMENT REQUESTED.** The permittee, BBSS Trust, Samuel and Shirley Lau Trustees ("Permittee"), requests a “Procedure A” Modification (“Modification”) associated with County Disaster Recovery Permit (“DRP”) No. CREB2026000382 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 2,200-square-foot, two-story, single-family residence with a 725-square-foot detached garage with a second floor 800-square-foot accessory dwelling unit (“Project”) on a property located at 3260 Alegre Lane in the unincorporated community of Altadena ("Project Site") in the R-1-7500 (Single-Family Residence – 7,500 Square Feet Minimum Required Lot Area) Zone. The Modification is to authorize the detached garage to be closer to the front property line than the front door of the residence, as required by County Code Section [22.140.520 \(Residential Design Standards\)](#), and to allow a reduction in the front yard setback from 20-feet as required by County Code Section [22.320.090.D.1 \(Altadena Community Standards District\)](#), to eight-foot six-inches.
  
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 County Code Section [22.140.520 \(Residential Design Standards\)](#) and County Code 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, H5 (Residential – 0-5 Dwelling Units Per Net Acre), W (Water)	R-1-7500, R-1-10000 (Single-Family Residence – 10,000	Single-family residences (“SFRs”), Fire Affected SFRs,

		Square Feet Minimum Required Lot Area)	flood control infrastructure
EAST	H5, H9	R-1-10000, R-1-7500	SFRs, Fire Affected SFRs, flood control infrastructure
SOUTH	H9, W	R-1-7500	SFRs, Fire Affected SFRs, flood control infrastructure
WEST	H9, W	R-1-7500	SFRs, Fire Affected SFRs, flood control infrastructure

## 5. PROJECT AND SITE PLAN DESCRIPTION.

### A. Existing Site Conditions

The Project Site is 0.185 Acres (8,072 square feet) in size and consists of one lot. The Project Site is irregular in shape with 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 Alegre Lane to the south. Access to the Project Site will be via an entrance/exit from Alegre Lane.

### C. Site Plan

The proposed site plan depicts the Project Site with a replacement 2,200-square-foot, two-story, single-family residence with a 725-square-foot detached garage with a second floor 800-square-foot accessory dwelling unit. Vehicular ingress and egress is provided via a driveway on the southern portion of the Project Site.

### D. Parking

The Project will include a new 725-square-foot detached garage. Pursuant to County Code Section [22.320.090-D.1.e \(Altadena CSD R-1 Zone Parking Requirements\)](#), two parking spaces are required for an SFR containing four or fewer bedrooms. With a total of four bedrooms, a total of two parking spaces is required. Two covered parking spaces are provided in the proposed garage.

## 6. CEQA DETERMINATION.

County Department of Regional Planning (“LA County Planning”) staff (“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 and related development, 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 garage siting and front setback 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.** Staff is not aware of any community outreach conducted by the Permittee that occurred before the Zoning Administrator's action on the Modification.
8. **PUBLIC COMMENTS.** Staff did not receive any public comments before the Zoning Administrator's action on the Modification.
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 and new ADU.
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 April 9, 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 113 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. 10.3:** 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. The Project utilizes a pre-approved standard rebuild plan which complies with all development standards for the R-1-7500 Zone specified in County Code Section [22.320.090 \(Altadena Community Standards District\)](#) with the exception of the requested modification, including but not limited to required yards, maximum height limits, maximum lot coverage, and maximum gross structural area. Additionally, except for the Modification requested, 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, ground floor

treatments, building articulation, building façade details, and landscaping and walls. 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-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, with the exception of the requested modification, the Project is consistent with the standards identified in County Code Sections [22.320.090.D.1.a \(Yard Requirements\)](#). The replacement SFR requires a minimum front yard of 20 feet, a minimum interior side of six feet, minimum reverse corner side yard of 10 feet, and a minimum rear yard 25 feet. The SFR is setback at least 37-feet-six-inches from the front lot line, 16-feet-six-inches from the interior side lot line, 10-feet-two-inches to the reverse corner side lot line, and 26-feet-three-inches feet seven inches from the rear lot line. The detached garage projects into the required front setback, with a proposed setback of nine-feet-five inches to the front lot line. No portion of the SFR 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 standards identified in County Code Section [22.320.090.D.1.b \(Height Limits\)](#), which limit the maximum height of the SFR 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 two stories and does not exceed 25 feet and nine 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 does not propose new fences or walls.
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 3,018 square feet for the subject property, exclusive of ADUs. The Project’s proposed GSA is 1,100 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 3,018 square feet for the subject property, exclusive of ADUs. The Project’s lot coverage is approximately, 2,450 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 Section [22.320.090-D.1.e \(Altadena CSD R-1 Zone Parking Requirements\)](#), two requires parking spaces for an SFR containing four or fewer bedrooms. With a total of four bedrooms, a total of two parking spaces is required. Two covered parking spaces are provided in the proposed garage.
20. **RESIDENTIAL DESIGN STANDARDS.** The Zoning Administrator finds that, except for the requested modification, the Project is consistent with the standards identified in County Code Section [22.140.520.F \(Single-Unit Standards\)](#), with the exception of the modification requested:
- a. **SITE ACCESS.** Pursuant to Subsection F.3 (Building and Site Access), the Project includes an SFR which has a direct pedestrian pathway to the front property line, respectively.
  - b. **BUILDING ORIENTATION.** Pursuant to Subsection F.4 (Front Yards and Building Orientation), the primary entrance of the SFR is required to be along the frontage and oriented towards the primary adjoining street. The pedestrian entrance will face the front of the property, along Alegre Lane.
  - c. **PRIMARY ENTRYWAY.** Pursuant to Subsection F.5 (Ground Floor Treatments), the primary entrance of the SFR 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.
  - d. **ARTICULATIONS.** Pursuant to Subsection F.6 (Building Articulation), the building façade of the SFR incorporates multiple articulation and architectural detailing strategies, including but not limited to increased fenestration, variation in roof height, and horizontal banding. The project utilizes a preapproved standard rebuild plan which has been accessed for compliance with the residential design standards.
  - e. **FAÇADE DETAILS.** Pursuant to Subsection F.7 (Building Façade Details), the SFR incorporates siding and brick along the façade, treated as a whole and finished with similar materials on all sides to provide continuity. The project utilizes a preapproved standard rebuild plan which has been accessed for compliance with the residential design standards.
  - 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 6,172 square feet of uncovered lot area which requires a minimum of 1,234 square feet of landscaping, while approximately 3,000 square feet is proposed, consistent with these requirements.

- g. **PARKING.** Pursuant to Subsection F.9 (Vehicle Parking Facilities), the proposed garage is required to be setback from the front pedestrian entrance. The subject property's corner lot location and the curved frontage along Rubio Canyon creates an irregular, wedge-like shaped lot. The overlapping setback requirements further limits the flexibility in building placement, thereby making it challenging to place the garage behind the primary dwelling unit. The proposed design accommodates the pre-existing driveway access and repeats the pre-fire relationship between the house and the garage on the site.
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 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 Project is the rebuild of an SFR and attached two-car garage. The rebuild project is compatible with the surrounding land uses and development patterns that existed before the Eaton Fire. The development will contribute to the recovery of the Altadena community by reintroducing single-family housing near retail and amenities. The Conditions of Approval will ensure that the single-family residence and garage, the driveway, and the landscaping are properly and continuously maintained.
24. **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 Project Site is of an adequate size and shape to accommodate the 2,200-square-foot, two-story, single-family residence with a 725-square-foot detached garage with a second floor 800-square-foot accessory dwelling unit. With the exception of the requested modification, the Project complies with development standards for setbacks, height, lot coverage and gross structural area, parking, tree planting, and landscaping. With the exception of the requested modification, the Project has been designed to comply with all development standards for single unit developments in County Code [Section 22.140.520 \(Residential Design Standards\)](#), with the exception of the modification requested. As a result, the Project is compatible and well-integrated with surrounding residential uses.

25. **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 Alegre Lane to the south. The Project will have minimal impacts on current traffic patterns and parking, as the Project Site is located on a fully improved public street. The Project will accommodate one household, with two covered, off-street parking spaces provided. The Project will be serviced by existing water lines and conventional onsite wastewater treatment system.

#### **SUPPLEMENTAL “PROCEDURE A” MODIFICATION FINDINGS – RESIDENTIAL DESIGN STANDARDS**

26. **The Zoning Administrator finds that the requested modification promotes high quality design of the subject building and contributes to and is cohesive with the surrounding built and natural environment.** As documented above, the Project complies with all other development standards for single unit developments in County Code [Section 22.140.520 \(Residential Design Standards\)](#), with the exception of the modification requested, as well as with all Zone-Specific Development Standards for Zone R-1 within the Altadena CSD. Therefore, the Project is cohesive with the surrounding built and natural environment.

27. **The Zoning Administrator finds that the requested modification results in a design that considers all sides of the building.** All building elevations are well-articulated, and all materials continue around the exterior corners of the building. Windows are proportional to the façade.

28. **The Zoning Administrator finds that the requested modification results in a design that encourages pedestrian and other forms of non-vehicular mobility/activity for users of all ages and abilities.** The Project is designed to contribute to a pedestrian-friendly environment. The building is oriented to the street, with the front entrance easily accessible from the street, facilitating safe pedestrian travel. The Project breaks up the building façade and provides visual interest for pedestrians by incorporating multiple façade materials, varying window sizes, and horizontal banding. Landscaping within the front yard setback, including two new canopy trees, will provide shade, cooling, and carbon sequestration, to the benefit of pedestrians and cyclists.

#### **SUPPLEMENTAL “PROCEDURE A” MODIFICATION FINDINGS – ALTADENA COMMUNITY STANDARDS DISTRICT**

29. **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.** The subject property’s corner lot location and the curved frontage along Rubio Canyon creates an irregular, wedge-like shaped lot. The overlapping setback requirements further limits the flexibility in building placement, thereby making it challenging to place the garage behind the primary dwelling unit. The proposed design accommodates the pre-existing driveway access and repeats the pre-fire relationship between the house and the garage on the site. The proposal uses

a pre-existing standard plan, which provides more economical rebuild options for residents.

30. **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 the CSD.** The subject property's corner lot location and the curved frontage along Rubio Canyon creates an irregular, wedge-like shaped lot. The overlapping setback requirements further limits the flexibility in building placement, thereby making it challenging to place the garage behind the primary dwelling unit.
31. **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 the rebuild of an SFR and attached two-car garage. The rebuild project is compatible with the surrounding land uses and development patterns that existed before the Eaton Fire. The development will contribute to the recovery of the Altadena community by reintroducing single-family housing near retail and amenities. The Conditions of Approval will ensure that the single-family residence and garage, the driveway, and the landscaping are properly and continuously maintained. The Project is designed to contribute to a pedestrian-friendly environment. The building is oriented to the street, with the front entrance easily accessible from the street, facilitating safe pedestrian travel.

### **ENVIRONMENTAL FINDINGS**

32. 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 building orientation 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**

33. **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 requested modification promotes high quality design of the subject building and contributes to and is cohesive with the surrounding built and natural environment.
- F. The requested modification results in a design that considers all sides of the building.
- G. The requested modification results in a design that encourages pedestrian and other forms of non-vehicular mobility/activity for users of all ages and abilities.
- H. The application of the standards for which modification is sought would result in practical difficulties or unnecessary hardships if not granted.
- I. 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 Community Standards District.
- J. That the requested modification will not be materially detrimental to properties or improvements in the area or contrary to the purpose of this Altadena Community Standards District 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. CREB2026000382**, subject to the attached conditions.

**ACTION DATE: April 30, 2026**

CS:SD

April 30, 2026

c: Zoning Enforcement, Building and Safety

LOS ANGELES COUNTY  
DEPARTMENT OF REGIONAL PLANNING

CONDITIONS OF APPROVAL  
PROJECT NO. PRJ2026-000971-(5)  
COUNTY DISASTER RECOVERY PERMIT NO. CREB2026000382  
“PROCEDURE A” MODIFICATION

**PROJECT DESCRIPTION**

The project is a rebuild of a single-family residence, with a “Procedure A” Modification to authorize a modification in the garage location as required by County Code Section 22.140.520-F.4 (Residential Design Standards) and the required front yard setback as required by County Code Section 22.320.090.D.1 (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 building orientation, to allow the garage to be located between the front door of the residence and the front lot line, in lieu of being located farther from the front lot line than the front door of the residence as required by County Code Section 22.140.520-F.4 (Residential Design Standards), and to authorize a reduction in the front yard setback from 20-feet as required by County Code Section 22.320.090.D.1 (Altadena Community Standards District), to eight-foot six-inches, in relation to the construction of a replacement single-family residence and related development in the R-1-7500 (Single Family Residential – 7,500 Square-Foot Minimum Required Lot Area) Zone.
16. **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.

17. **Painting.** The single-family residence shall be repainted as necessary to replace discoloration and faded or peeling paint.
18. **Vehicular Circulation.** Waste and recycling receptacles shall not block vehicular access to and from the property.
19. **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, 13<sup>th</sup> 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](mailto: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. PRJ2026-000971-(5)
COUNTY DISASTER RECOVERY PERMIT NO. CREB2026000382
3260 ALEGRE LANE, ALTADENA
APN: 5843-011-006

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: \_\_\_\_\_