



APPLICATIONS:

URBAN AGRICULTURE INCENTIVE ZONE (UAIZ)

An application is required to apply for an Urban Agriculture Incentive Zone (UAIZ) Contract and the City is not obligated to approve the application if the property does not meet the eligibility criteria. Please refer to the **UAIZ Application Checklist** on the following page for submittal requirements.

THIS BOX FOR CITY PLANNING STAFF USE ONLY

Case Number _____

ZIMAS Urban Agriculture Incentive Zone Area: Yes No (If **no**, the property is ineligible)

Site or Facility Listed on DTSC Envirostor Database: Yes No (If **yes**, the property is ineligible)

<https://www.envirostor.dtsc.ca.gov/public/>

Vacant or Unimproved parcel: Yes No (If **no**, the property is ineligible)

The parcel size is between 0.1 acre (4,356 sq-ft) and 3 acres (130,680 sq-ft): Yes No (If **no**, the property is ineligible)

The property has obtained all necessary land use entitlements (e.g. Coastal Development Permit in the Coastal Zone): Yes No (If **no**, the property is ineligible)

Case Filed With (Print Name) _____

Date Filed _____

AFTER APPLICATION HAS BEEN FILED - THIS BOX FOR CITY PLANNING STAFF USE ONLY

Has the LA County Assessor's Office verified that UAIZ funds are still available? Yes No (If **no**, the property is ineligible)

Has the LA County Treasurer-Tax Collector verified that the property is current on all tax assessments? Yes No (If **no**, the property is ineligible)

1. PROJECT LOCATION

Street Address¹ _____ Unit/Space Number _____

Legal Description (Lot, Block, Tract) _____

Assessor Parcel Number _____ Total parcel area _____

2. PROJECT DESCRIPTION

Proposed Agriculture Use: Farming Truck Gardening Apiaries and/or Aviaries in an A or M zone

Project Name (if applicable) _____

Describe in detail the urban agriculture operations planned for the site _____

¹ Street Addresses must include all addresses on the subject/application site (as identified in ZIMAS—<http://zimas.lacity.org>) CP-7836 (9/20/17)

3. PROJECT TEAM INFORMATION (Complete all applicable fields)

Applicant² name _____
Company/Firm _____
Address: _____ Unit/Space Number _____
City _____ State _____ Zip Code: _____
Telephone _____ E-mail: _____

Property Owner of Record Same as applicant Different from applicant
Name (if different from applicant) _____
Address _____ Unit/Space Number _____
City _____ State _____ Zip Code: _____
Telephone _____ E-mail: _____

Agent/Representative name _____
Company/Firm _____
Address: _____ Unit/Space Number _____
City _____ State _____ Zip: _____
Telephone _____ E-mail: _____

Primary Contact for Project Information Owner Applicant Agent/Representative
(select only one)

UAIZ APPLICATION CHECKLIST

Submittal of a UAIZ application must include the following:

- Completed application with original signatures
- Proof of ownership
- 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.
- Site plan drawn to scale with locations of all proposed agricultural uses and accessory structures on site (include property lines, street names, north arrow, scale, and dimensions). Refer to Plot Plan Instructions (CP-7752).
- Copy of the most recent property tax bill
- Project Planning Referral Form (PPRF) (CP-7812) if the site is located within a Specific Plan or Overlay Zone
- Copies of relevant entitlements
- Electronic copy of all requested documents on CD or flashdrive

² An applicant is a person with a lasting interest in the completed project such as the property owner or a lessee/user of a project. An applicant is not someone filing the case on behalf of a client (i.e. usually not the agent/representative).
CP-7836 (9/20/17)

PROPERTY OWNER

4. PROPERTY OWNER AFFIDAVIT. Before the application can be accepted, the owner of each property involved must provide a notarized signature to verify the application is being filed with their knowledge. Staff will confirm ownership based on the records of the City Engineer or County Assessor. In the case of partnerships, corporations, LLCs or trusts the agent for service of process or an officer of the ownership entity so authorized may sign as stipulated below.

- **Ownership Disclosure.** If the property is owned by a partnership, corporation, LLC or trust, a disclosure identifying the agent for service of process or an officer of the ownership entity must be submitted. The disclosure must list the names and addresses of the principal owners (25% interest or greater). The signatory must appear in this list of names. A letter of authorization, as described below, may be submitted provided the signatory of the letter is included in the Ownership Disclosure. Include a copy of the current partnership agreement, corporate articles, or trust document as applicable.
- **Letter of Authorization (LOA).** A LOA from a property owner granting someone else permission to sign the application form may be provided if the property is owned by a partnership, corporation, LLC or trust or in rare circumstances when an individual property owner is unable to sign the application form. To be considered for acceptance, the LOA must indicate the name of the person being authorized the file, their relationship to the owner or project, the site address, a general description of the type of application being filed and must also include the language in items A-D below. In the case of partnerships, corporations, LLCs or trusts the LOA must be signed and notarized by the authorized signatory as shown on the Ownership Disclosure or in the case of private ownership by the property owner. Proof of Ownership for the signatory of the LOA must be submitted with said letter.
- **Grant Deed.** Provide a Copy of the Grant Deed If the ownership of the property does not match City Records. The Deed must correspond exactly with the ownership listed on the application.
- **Multiple Owners.** If the property is owned by more than one individual (e.g. John and Jane Doe or Mary Smith and Mark Jones) notarized signatures are required of all owners.

A. I hereby certify that I am the owner of record of the herein previously described property located in the City of Los Angeles which is involved in this application or have been empowered to sign as the owner on behalf of a partnership, corporation, LLC or trust as evidenced by the documents attached hereto.

B. I hereby certify that my property meets all the Urban Agriculture Incentive Zone Contract Application eligibility criteria listed below.

- The property is in an urban area, which is a Census-defined area containing at least 250,000 people, as defined in Section 51040.3(a) of the California Government Code.
- The property is not located, wholly or partially, within a Significant Ecological Area, Sensitive Environmental Resource Area, or a National Recreation Area.
- The property is not located, wholly or partially, on a site or facility listed on the Department of Toxic Substance Control's Envirostor Database.
- The property is vacant, unimproved, or contains only non-habitable structures that are or will be accessory to agricultural uses.
- The property has an area between 0.10 acre (4,356 sq-ft) and three acres (130,680 sq-ft) in size.
- The property shall be limited to agricultural land uses as defined in Section 51040.3(c) of the California Government Code, and also be limited to the uses permitted or conditionally permitted by the zone in Chapter 1 Article 2 of the Los Angeles Municipal Code.
- The property in its entirety shall be available for, and devoted or dedicated to agricultural uses immediately and for the duration of the initial agreement, which shall be a term of five (5) years.
- Secured property tax obligations shall be current and paid according to installments determined by State law.
- Any necessary land use approvals shall be obtained prior to applying for the contract.

C. I hereby consent to the filing of this application on my property for processing by the Department of City Planning.

D. By my signature below, I declare under penalty of perjury under the laws of the State of California that the foregoing statements are true and correct.

*Property Owner's signatures must be signed/notarized in the presence of a Notary Public.
The City requires an original signature from the property owner with the "wet" notary stamp.
A Notary Acknowledgement is available for your convenience below.*

Print Name: _____

Date: _____

Signature: _____

Print Name: _____

Date: _____

Signature: _____

Space Below For Notary's Use

California All-Purpose Acknowledgement

Civil Code ' 1189

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of _____

On _____ before me, _____
(Insert Name of Notary Public and Title)

personally appeared _____,
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf on which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

(Seal)

APPLICANT

- 5. APPLICANT DECLARATION.** A separate signature from the applicant, whether they are the property owner or not, attesting to the following, is required before the application can be accepted.
- A. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Department of City Planning, I agree to revise the information as appropriate.
 - B. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
 - C. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
 - D. I understand that there is no guarantee, expressed or implied, that the application will be granted.
 - E. I understand that if this application is denied, there is no refund of fees paid.
 - F. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively "City"), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively "actions"), arising out of any City process or approval prompted by this Action, either in whole or in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but it not limited to, the payment of all court costs and attorneys' fees, all judgments or awards, damages, and settlement costs. The indemnity language in this paragraph is intended to be interpreted to the broadest extent permitted by law and shall be in addition to any other indemnification language agreed to by the applicant.
 - G. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of license or permit.

The City requires an original signature from the applicant. The applicant's signature below does not need to be notarized.

Print Name: _____

Date: _____

Signature: _____

ADDITIONAL INFORMATION

Once the contract has been signed by both parties, the contract **must be recorded with the County Registrar-Recorder and a certified copy provided to the Los Angeles Department of City Planning**. Upon receipt of the certified copy, the Department of City Planning will subsequently send a copy to the LA County Office of the Assessor.

The contract is not considered final, and your property will not be assessed under the taxation provisions of the UAIZ Act, until a copy of the recorded contract is on file with the LA County Office of Assessor and the LA City Department of City Planning.

Listed below is contact information for the various agencies responsible for processing the UAIZ application.

City of Los Angeles Department of City Planning

**City of Los Angeles
Department of City Planning
Development Services Center, Metro**
201 N. Figueroa St., 4th Floor
Los Angeles, CA 90012
Public Counter Telephone: **(213) 482-7077**

**City of Los Angeles
Department of City Planning
Development Services Center, Valley**
6262 Van Nuys Blvd., 2nd Floor
Van Nuys, CA 91401
Public Counter Telephone: **(818) 374-5050**

**City of Los Angeles
Department of City Planning
Development Services Center, West**
1828 Sawtelle Blvd.; 2nd floor
Los Angeles, CA 90025
Public Counter Telephone: **(310) 231-2901**

Los Angeles County Office of the Assessor

**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**

Los Angeles County Department of Treasurer and Tax Collector

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