



LOS ANGELES HOUSING DEPARTMENT  
**LAND USE COVENANT APPLICATION**

(page 1 of 2)



Antonio Villaraigosa, Mayor  
 Mercedes Márquez, General Manager

**Submit application and required documents to:**

**Email (Preferred):** [OCCMonitor@LAHD.LACity.org](mailto:OCCMonitor@LAHD.LACity.org) **Fax:** 213-808-8806

**Mail:** Los Angeles Housing Department; Occupancy Monitoring Unit; 1200 W. 7<sup>th</sup> St., 9<sup>th</sup> Fl.; Los Angeles, CA 90017

Date Application Submitted: \_\_\_\_\_ Senior Project? Yes  No  RSO? Yes  No

If government financed, what type? TCAC:  Bond:  MHP:  Aff Hous Trst Fnd:  Other: \_\_\_\_\_

<b>Building &amp; Safety</b> Application No.: _____ 2 <sup>nd</sup> Application No.: _____ Plan Check No.: _____ 2 <sup>nd</sup> Plan Check No.: _____	<b>City Planning</b> Plan Case Tentative Tract No.: _____ Plan Case No.: _____ Plan Case No.: _____ All APN's for property: _____
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**PROPERTY ADDRESS** (If more than two addresses, please attach a list):

1<sup>st</sup> Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
 2<sup>nd</sup> Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

**OWNER CONTACT INFORMATION** (List owner name as it appears on Grant Deed):

Name \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**OWNER REPRESENTATIVE CONTACT INFORMATION:**

Name \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Cell \_\_\_\_\_ Fax \_\_\_\_\_

**OWNER SIGNATORY INFORMATION:** Individual  Corp  LP  LLC  LLP  Trust   
 Other: \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_  
 Name \_\_\_\_\_ Title \_\_\_\_\_  
 Name \_\_\_\_\_ Title \_\_\_\_\_

**REQUIRED DOCUMENTS** (Check if enclosed):

Building & Safety:	City Planning:	Ownership:
Building Permit Application <input type="checkbox"/>	Planning Determination Letter(s) <input type="checkbox"/>	Grant Deed <input type="checkbox"/>
Clearance Summary Worksheet <input type="checkbox"/>	Planning Tentative Tract Letter <input type="checkbox"/>	Schedule with projected dates for 25%, 50%, 75% and 100% completion <input type="checkbox"/>
		Signatory Documentation (if owner a business): Partnership Agrmt, LLC Operating Agrmt, Corp. Bylaws, Corp. resolution, and/or trust docs. <input type="checkbox"/>



**LAND USE COVENANT APPLICATION**

**PROPERTY ADDRESS:** \_\_\_\_\_

**REASON FOR COVENANT** (Check all applicable boxes):

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Density Bonus _____ % | <input type="checkbox"/> Zoning Variance          | <input type="checkbox"/> Site Plan Review                        |
| <input type="checkbox"/> Parking Reduction     | <input type="checkbox"/> Zoning Admin Adjustment  | <input type="checkbox"/> Coastal Development Permit              |
| <input type="checkbox"/> Senior Housing        | <input type="checkbox"/> Specific Plan Adjustment | <input type="checkbox"/> Mello                                   |
| <input type="checkbox"/> Condo Conversion      | <input type="checkbox"/> Specific Plan Exception  | <input type="checkbox"/> Tentative Tract/Vesting Tentative Tract |
| <input type="checkbox"/> Day Care Center       | <input type="checkbox"/> Conditional Use          | <input type="checkbox"/> Other _____                             |
| <input type="checkbox"/> Land Donation         |   |  |

**New Construction:** For Sale:  For Rent:  For Sale & Rent:  **Conversion:** Condo:  Illegal Use:  Other Use:

**Total Number of Units in the Project:** Without Density Bonus \_\_\_\_\_ With Density Bonus \_\_\_\_\_

**RENTAL UNITS**

	Total Units On Site	Affordability Level & Number of Restricted Units			
		Moderate	Low	Very Low	Workforce
Single					
1BR					
2BR					
3BR					
4BR					
Totals					

**FOR SALE UNITS**

	Total Units On Site	Affordability Level & Number of Restricted Units				HOA Dues	Market Price*
		Moderate	Low	Very Low	Workforce		
Single							
1BR							
2BR							
3BR							
4BR							
Totals							

\* LAHD will calculate affordability based on estimated market price, which will be re-evaluated at time of sale.

**FOR LAHD USE ONLY**

Date Application Received: \_\_\_\_\_ Assigned to: \_\_\_\_\_ Date Assigned: \_\_\_\_\_

Land Use Rent/Income Schedule: \_\_\_\_\_ Council District: \_\_\_\_\_

Method of Determining Income: IRS  Section 8

Reason for Covenant Agreement: SB1818  Discretionary  Greater Downtown Housing Incentive