TO: Plan Check Applicants

FROM: Building and Safety/Land Development Division

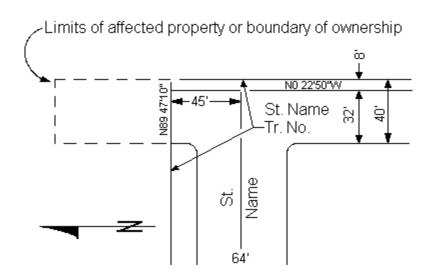
INSTRUCTIONS FOR THE PREPARATION OF OFF-SITE COVENANTS

Whenever a developer proposes to do work outside his property or to do work which affects the adjoining property, the developer may be required to make a declaration of covenant to perform certain work and must obtain written permission from the adjoining property owner(s) in the form of a covenant which contains the following items:

- 1. A statement that the signer is the owner of the offsite property.
- 2. A description of the offsite property (for tract grading plans, each offsite grading area should be referenced to the subdivision lots or parcels to which it is adjacent).
- 3. Acknowledgment that the offsite owner or applicant has reviewed the plans and that he consents to the proposed work. Prints of these plans are to be dated and signed by the offsite owner or applicant and one (1) set of prints shall be maintained in the office of the Building and Safety/Land Development Division. Any significant changes in the scope of the offsite work shown on subsequent plans will require the submittal of a new covenant.
- 4. If necessary, a statement by the offsite owner affirming that he will irrigate planted slopes and maintain slopes and drainage devices within his property.
- A statement by the owner, or developer, his heirs or successors, holding the County of Los Angeles free and clear of any liability for damages due to the proposed work must be copied verbatim from the sample document.
- [] SUBMIT the Covenant to the plan checker for approval as to form prior to obtaining signatures.
- [] <u>COVENANTS MUST BE SIGNED, NOTARIZED, AND RECORDED</u>. Two (2) signed and notarized copies of the covenant and one (1) signed and dated set of prints of the plans shall be submitted to the plan checker for approval prior to recording the Covenant. Once approved, the Covenant must be recorded prior to approval of the plans.
- [] RECORDATION is the responsibility of the applicant. The Recorder's Office is located at 12400 Imperial Highway, Norwalk, CA 90650. A conformed copy will be stamped by the County Recorder, if necessary, for immediate plan approval. Otherwise, the original should be returned to the designated section by the County Recorder in approximately three (3) weeks. Information for the County

Recorder's Office can be obtained on the Internet at http://regrec.co.la.ca.us/main.htm or by calling (562) 462-2125.

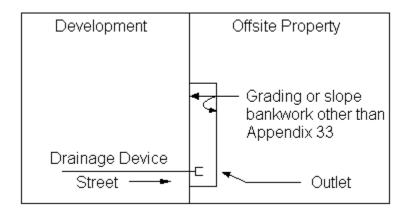
Sample of map used in lieu of property description for Offsite Covenants.



Refer to legal description for subject offsite property such as a portion of lot, tract, ranch, etc.

One or more of the following covenants will be required, as checked, from the offsite property owners and/or the owners of the development, prior to approval of the plans for

I. Outlet facilities (Discharge of Flows and Earthwork on Offsite Property)



A. Maintained by Owner of Development

Sample No. 1 – Signed by Owner of Development

Sample No. 2 – Signed by Offsite Property Owner

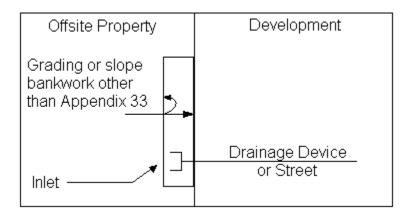
Sample No. 3 – Signed by Offsite Property Owner

B. Maintained by Offsite Property Owner

Sample No. 4 – Signed by Owner/Developer

Sample No. 5 – Signed by Offsite Property Owner

II. Inlet Facilities (Acceptance of Flows from and Earthwork on Offsite Property)



A. Maintained by Owner of Development

Sample No. 1 – Signed by Owner of Development

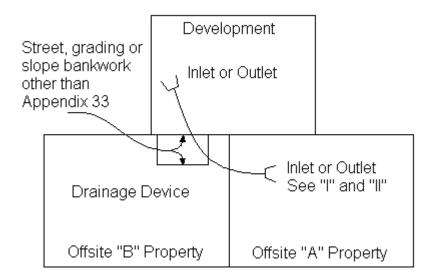
Sample No. 2 – Signed by Offsite Property Owner

B. Maintained by Offsite Property Owner

Sample No. 4 – Signed by Owner of Development

Sample No. 5 – Signed by Offsite Property Owner

III. Drainage Device (Conveyance of Flows Through Adjacent Offsite Property and Earthwork on Offsite Property)



A. Maintained by Owner of Development

Sample No. 1 – Signed by Owner of Development (for Property "B")

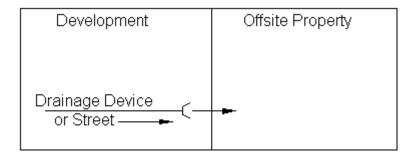
Sample No. 2 – Signed by Offsite Property Owner "B"

B. Maintained by Offsite Property Owner

Sample No. 4 – Signed by Owner of Development (for Property "B")

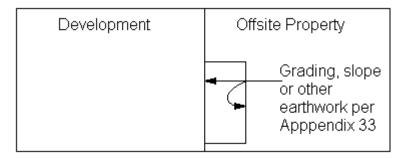
Sample No. 5 – Signed by Offsite Property Owner "B"

IV. Concentrated and/or Increased Flows – Outlet within Development



Sample No. 3 – Signed by Offsite Property Owner

V. Offsite Grading Per Appendix 33



A. Must be maintained by the Offsite Property Owner per Appendix 33, Section 3307, of the Building Code.

Sample No. 5 – Signed by Offsite Property Owner

RECORDING REQUESTED BY AND MAIL TO: County of Los Angeles Department of Public Works Building and Safety - Drainage and Grading Section Land Development - Drainage and Grading Section Land Development - Road/Sewer & Water Section P.O. Box 1460 Alhambra, California 91802-1460

Space above this line is for Recorder's use

1. DECLARATION OF COVENANT BY OWNER OF DEVELOPMENT

OFFSITE COVENANT BY	OWNER OF DEVELOPMENT TR/PM
In consideration for the gra	anting of permission to enter and construct
	, in accordance with plans
(description of wo	rk)
dated	and filed with the Office of the Director of Public Works,
County of Los Angeles, in	upon, and across
	(location of improvements by
	for the
property description)	(as shown on attached map)
hereinafter referred to as t	he offsite property,
	(name of owner of development)
as owner of	has examined said plans
(property	description of development)

and hereby covenants and, agrees for himself, his heirs, successors, and assigns to indemnify, defend and safe harmless the County, its agents, officers and employees, and the owners of said offsite property from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including, but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with the construction or maintenance of said drainage facility(s).

The undersigned also agrees on behalf of himself, his heirs, successors, and assigns to maintain said drainage facility(s) in good condition unless discharged of this obligation by the County of Los Angeles.

	(Name if other than an indiv	vidual)
/	s/(Name if an individual) (Title if other than an individual)	
	/s/(Title if other than an individ	,
A notary public or other officer completing the certifical signed the document to which this certificate is attached		
that document.		y, or railarly or
STATE OF CALIFORNIA. COUNTY OF	on	. 20
STATE OF CALIFORNIA, COUNTY OF before me, personally a	ppearedp	, who proved
to me the		
(Name and Title of the Officer) basis of satisfactory evidence to be the person(s) instrument and acknowledged to me that he/she/th capacity(ies), and that by his/her/their signatures(s) behalf of which the person(s) acted, executed the in under the laws of the State of California that the foreg	ney executed the same in his/her/ on the instrument the person(s), or strument. I certify under PENALTY	their authorized the entity upon
WITNESS my hand and official seal.		
Signature(Signature of Notary Public)		
(2.5.2.2.2.2.7. 46.0)		
FOR DEPARTME		
MUST BE APPROVED BY COUNTY OF LOS ANGE	LES BUILDING AND SAFETY DIVI	SION PRIOR
TO RECORDING. APPROVED BY:		Date
(Print Name)	(Signature)	Page 2 of 2

RECORDING REQUESTED BY AND MAIL TO: County of Los Angeles Department of Public Works Building and Safety – Drainage and Grading Section Land Development – Drainage and Grading Section Land Development – Road/Sewer & Water Section P.O. Box 1460 Alhambra, California 91802-1460

Space above this line is for Recorder's use

2. DECLARATION OF COVENANT BY OFFSITE PROPERTY OWNER OFFSITE COVENANT BY OFFSITE PROPERTY OWNER TR/PM ____, as owner of ____ (name of owner of affected offsite property) ☐ (the property _, hereby gives permission shown on attached map) ☐ (description of property) , hereinafter referred to as "DEVELOPER", (name of developer) in accordance with to construct _____ (description of work) plans dated _____ and filed with the Office of Director of Public Works, County of Los Angeles, and examined by the undersigned, in, upon, and across ☐ (location of improvements by property description) ☐ (as shown on the attached map)

The undersigned also covenants and agrees for himself, his heirs, successors, and assigns to indemnify, defend and save harmless the County, its agents, officers and employees from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including but not limited

to, bodily injury, death, personal injury, or property damage arising from or connected with the construction or maintenance of said facility(s) and grants permission to DEVELOPER, his heirs, successors, and assigns to maintain said drainage facility(s) in good condition unless discharged of this obligation by the County of Los Angeles.

		(Name if other tha	n an indivi	dual)
		/s/(Name if an individ (Title if other than		
		/s/ (Title if other than	an individu	ual)
A notary public or other signed the document to that document.	officer completing this certion which this certificate is atta	ficate verifies only the identi ched, and not the truthfulne	ty of the indiv	ridual who , or validity of
STATE OF CALIFORN	IIA, COUNTY OF		on	, 20
	personally	y appeared		_, who proved
instrument and acknown capacity(ies), and that behalf of which the pe	evidence to be the person wledged to me that he/she by his/her/their signatures(srson(s) acted, executed the	(Name n(s) whose name(s) is/are e/they executed the same s) on the instrument the per instrument. I certify under regoing paragraph is true an	in his/her/therson(s), or the PENALTY	eir authorized ne entity upon
WITNESS my hand and	d official seal.			
Signature	(Signature of Notary Public)			
	FOR DEPART	MENT USE ONLY: GELES BUILDING AND SA		ION PRIOR
APPROVED BY:	(Print Name)	(Signature)		Date Page 2 of 2
	(i iiit ivaiiie)	(Signature)		i age 2 0i 2

_ . _ . _ . _

Building and Safety – Drainage and Grading Section Land Development – Drainage and Grading Section Land Development – Proainage and Grading Section P.O. Box 1460 Alhambra, California 91802-1460 Space above this line is for Recorder's use ACCEPTANCE OF DRAINAGE BY ADJACENT PROPERTY OWNER DRAINAGE ACCEPTANCE COVENANT TR/PM	County of Los Angeles Department of Public Works	
Alhambra, California 91802-1460 Space above this line is for Recorder's use ACCEPTANCE OF DRAINAGE BY ADJACENT PROPERTY OWNER DRAINAGE ACCEPTANCE COVENANT TR/PM	Building and Safety – Drainage and Grading Section Land Development – Drainage and Grading Section	
ACCEPTANCE OF DRAINAGE BY ADJACENT PROPERTY OWNER DRAINAGE ACCEPTANCE COVENANT TR/PM		
(name of owner of affected property) (name of owner of affected property) (name of owner of affected property) (property description of development) (property description of development) (as shown on attached map) (property description of development) (as provided by the drainage dependence) (property description of development) (property description of development development development development developments and developments and developed from an attention of development developments and developed from and signation of development development development developments development	3. ACCEPTANCE OF DRAINAGE BY <u>ADJACENT P</u>	·
(name of owner of affected property) (description of property)	DRAINAGE ACCEPTANCE COVENANT	TR/PM
	(name of owner of affected property)	, as owner of
urface waters emanating from		, hereby agrees to accept the
and filed with the Office of the Director of Public Works, County of Los Ingeles, and examined by the undersigned, with full knowledge of any alteration in drainage patterns own the natural condition provided by said plans, and hereby agrees for himself, heirs, successors, and assigns to indemnify, defend and save harmless the County, its agents, officers and employees from not against any and all liability, expense, including defense costs and legal fees, and claims for damage from any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property amage arising from or connected with aid alterations. (Name if other than an individual) /s/	surface waters emanating from	^{ap)} as provided by the drainage
Angeles, and examined by the undersigned, with full knowledge of any alteration in drainage patterns om the natural condition provided by said plans, and hereby agrees for himself, his heirs, successors, not assigns to indemnify, defend and save harmless the County, its agents, officers and employees from not against any and all liability, expense, including defense costs and legal fees, and claims for damage for any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property amage arising from or connected with aid alterations. (Name if other than an individual) /s/		
/s/	of any nature whatsoever, including but not limited to, b damage arising from or connected with said alterations.	podily injury, death, personal injury, or property
(Title if other than an individual) /s/		
(Title if other than an individual) /s/	/s/	
(Title if other than an individual) A notary public or other officer completing this certificate verifies only the identity of the individual who igned the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of nat document. ITATE OF CALIFORNIA, COUNTY OF	(I) (**	Name if an individual) Title if other than an individual)
A notary public or other officer completing this certificate verifies only the identity of the individual who igned the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of nat document. INTATE OF CALIFORNIA, COUNTY OF	/s/ _	
igned the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of nat document. STATE OF CALIFORNIA, COUNTY OF	(**	Title if other than an individual)
o me 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 apacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon ehalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY noder the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal. Signature	signed the document to which this certificate is attached, a that document.	and not the truthfulness, accuracy, or validity of
o me 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 apacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon ehalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY noder the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal. Signature	STATE OF CALIFORNIA, COUNTY OF	on, 20
o me 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 apacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon ehalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY noder the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal. Signature	(Name and Title of the Officer)	(Name of Signer), wno proved
(Signature of Notary Public) FOR DEPARTMENT USE ONLY: MUST BE APPROVED BY COUNTY OF LOS ANGELES BUILDING AND SAFETY DIVISION PRIOR TO RECORDING.	to me the basis of satisfactory evidence to be the person(s instrument and acknowledged to me that he/she/they capacity(ies), and that by his/her/their signatures(s) on the behalf of which the person(s) acted, executed the instrument to me the person of	s) whose name(s) is/are subscribed to the within executed the same in his/her/their authorized he instrument the person(s), or the entity upon ment. I certify under PENALTY OF PERJURY
(Signature of Notary Public) FOR DEPARTMENT USE ONLY: MUST BE APPROVED BY COUNTY OF LOS ANGELES BUILDING AND SAFETY DIVISION PRIOR O RECORDING.	WITNESS my hand and official seal. Signature	
MUST BE APPROVED BY COUNTY OF LOS ANGELES BUILDING AND SAFETY DIVISION PRIOR O RECORDING.	(Signature of Notary Public)	
DDDOVED DV:	MUST BE APPROVED BY COUNTY OF LOS ANGELES	
(Print Name) (Signature) Page	ADDDOVED DV.	Date

RECORDING REQUESTED BY AND MAIL TO: County of Los Angeles Department of Public Works Building and Safety – Drainage and Grading Section Land Development – Drainage and Grading Section Land Development – Road/Sewer & Water Section P.O. Box 1460 Alhambra, California 91802-1460

Space above this line is for Recorder's use

4. DE	CLARATION OF	COVENANT BY <u>OWNER OF DEVELOPMENT</u>
OFFSITE	COVENANT BY	OWNER OF DEVELOPMENT TR/PM
In conside	eration for the gra	inting of permission to enter and construct
☐ Grad	ling 🛭 Road	, in accordance with description of work)
plans date	ed	and filed with the Office of Director of Public Works,
County of	Los Angeles, in,	upon and across (location of improvements by
		for the
property des	scription)	(as shown on the attached map)
_ _ _	Offsite grading Slope banks Pavement trans Other	sition from Sta to Sta
		, as owner of
(na	me of owner/develor	per) (property description of
developr		has examined said plans and hereby covenants and agrees

for himself, his heirs, successors, and assigns to indemnify, defend and save harmless the County, its agents, officers and employees from and against any and all liability, expense, including defense costs and legal fees, and claims for damages of any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with the construction or maintenance of said work.

The undersigned also covenants and agrees for assigns to indemnify, defend, and save harmle		100033013, and	
(description of offsite property)	as shown on attached	from and	
against any and all liability, expense, including for damages of any nature whatsoever, including personal injury, or property damage arising from said work.	defense costs and leging but not limited to, be	al fees, and claims odily injury, death,	
	(Name if other than a	n individual)	
/s	/ (Name if an individua	n	
	(Name if an individua (Title if other than an		
J.	s/ (Title if other than an		
	(Title if other than an	individual)	
A notary public or other officer completing this certificate signed the document to which this certificate is attached hat document.			
STATE OF CALIFORNIA, COUNTY OFpersonally app		on, 20	_
oefore me, personally appoint of the control	peared	, who proved	
(Name and Title of the Officer) passis of satisfactory evidence to be the person(s) enstrument and acknowledged to me that he/she/the capacity(ies), and that by his/her/their signatures(s) or behalf of which the person(s) acted, executed the inst under the laws of the State of California that the foregoi	y executed the same in In the instrument the persor rument. I certify under PE	bscribed to the within his/her/their authorized n(s), or the entity upon NALTY OF PERJURY	
NITNESS my hand and official seal. Signature			
(Signature of Notary Public)			
FOR DEPARTMEN MUST BE APPROVED BY COUNTY OF LOS ANGEL		TY DIVISION PRIOR	
TO RECORDING. APPROVED BY:		Date	
(Print Name)	(Signature)		Page 2 o

County of Los Angeles Department of Public Works Building and Safety – Drainage and Grading Section Land Development – Drainage and Grading Section Land Development – Road/Sewer & Water Section P.O. Box 1460 Alhambra, California 91802-1460

Space above this line is for Recorder's use

5. DE	CLARATION OF COVENANT BY OFFSITE PR	OPERTY OWNER
OFFSITE	COVENANT BY OFFSITE PROPERTY OWNE	R TR/PM
	. as owner o	of
(name o	of owner of affected offsite property)	(description of property)
		hereby gives permission to
	☐ (as shown on attached map)	
		ed to as "DEVELOPER", to
(name	of owner of development)	
enter and	construct(description of work)	, in accordance with
plans date	ed and filed with the Office	ce of Director of Public Works,
County of	Los Angeles, and examined by the undersigne	d, in, upon and across
	(location of improvements by property description)	
		for the
	☐ (as shown on the attached	map)
<u> </u>	Offsite grading Slope banks Pavement transition from Sta to Sta _ Other	

The undersigned also covenants and agrees for himself, his heirs, successors, and assigns, to indemnify, defend, and save harmless the County, its agents, officers and employees from and against any and all liability, expenses, including defense costs and legal fees, and claims for damages of any nature whatsoever, including but not limited to, bodily injury, death, personal injury, or property damage arising from or connected with the construction of said work.

assigns to				
	maintain said work in good condit County of Los Angeles	tion unless discharged of	this obliga	tion by the
	irrigate planted slopes and to main his property	intain slopes and drainag	e devices l	located on
	permit the County to enter upon t may be required;	he premises to do such r	maintenanc	ce work as
		(Name if other than a	an individua	al)
		/s/(Name if an individua (Title if other than an	al) individual)	
		/s/(Title if other than an	individual)	
	c or other officer completing this certific	cate verifies only the identity	of the indiv	ridual who
signed the do that documen	cument to which this certificate is attach t.	cate verifies only the identity ned, and not the truthfulnes	of the indivs, accuracy,	ridual who , or validity of
signed the do that documen	cument to which this certificate is attach t.	cate verifies only the identity ned, and not the truthfulnes	of the indivs, accuracy,	ridual who , or validity of
signed the do that documen STATE OF Complete to me the (Name abasis of satistinstrument ar capacity(ies), behalf of whice	cument to which this certificate is attach	cate verifies only the identity ned, and not the truthfulnes appeared (Name of the same is appeared the same if on the instrument the pernstrument. I certify under	of the indives, accuracy, on of Signer) subscribed n his/her/th son(s), or th	ridual who or validity of, 20, who proved to the within eir authorized ne entity upon
signed the do that documen STATE OF C. before me, to me the (Name a basis of satis instrument ar capacity(ies), behalf of whice under the law	cument to which this certificate is attacht. ALIFORNIA, COUNTY OF	cate verifies only the identity ned, and not the truthfulnes appeared (Name of the same is appeared the same if on the instrument the pernstrument. I certify under	of the indives, accuracy, on of Signer) subscribed n his/her/th son(s), or th	ridual who or validity of, 20, who proved to the within eir authorized ne entity upon
signed the do that documen STATE OF C. before me, to me the (Name a basis of satis instrument ar capacity(ies), behalf of whice under the law	ALIFORNIA, COUNTY OF	cate verifies only the identity ned, and not the truthfulnes appeared (Name of the same is appeared the same if on the instrument the pernstrument. I certify under	of the indives, accuracy, on of Signer) subscribed n his/her/th son(s), or th	ridual who or validity of, 20, who proved to the within eir authorized ne entity upon
signed the do that documen STATE OF C. before me, to me the	ALIFORNIA, COUNTY OF personally a	(Name of sheep executed the same is on the instrument the pernostrument. I certify under going paragraph is true and	of the indives, accuracy, on of Signer) subscribed n his/her/th son(s), or th PENALTY (ridual who or validity of or validity of, 20, who proved to the within eir authorized ne entity upon OF PERJURY
signed the do that documen STATE OF C. before me, to me the	ALIFORNIA, COUNTY OF	(Name of sheep executed the same is on the instrument the pernostrument. I certify under going paragraph is true and	of the indives, accuracy, on of Signer) subscribed n his/her/th son(s), or th PENALTY (ridual who or validity of or validity of, 20, who proved to the within eir authorized ne entity upon OF PERJURY