

## PERMIT APPLICATION CHECKLIST

**An appointment is required to submit the application. Call (213) 974-6438 to schedule  
All maps and plans must be folded to fit into an 8 ½" X 14" folder**

1. [Application Fees](#) (Cash, checks or money orders only; Make checks payable to Los Angeles County)
  - There is no guarantee of approval and refunds are not granted if the project is denied.
2. [Zoning & Subdivision Application](#) (completely filled out, where applicable, with original signatures)
  - If the record owner is not a private individual, Articles of Incorporation or proof of authorization to sign for the record owner is required.
  - If the property has recently changed ownership, a copy of the recorded grant deed is required.
  - A complete legal description is required.
  - A Certificate of Compliance is required for projects located on illegal parcels.
3. [Burden of Proof](#) - The Burden of Proof is crucial. Please elaborate and substantiate with factual information. DO NOT answer "Yes" or "No", repeat the burden of proof, or leave any blanks.
4. [Lobbyist Form](#).
5. [Archaeological Statement](#).
6. [Oak Tree Statement](#).
7. Certified property owner's list [affidavit](#) dated within six months of submittal.
8. Two (2) sets of gummed mailing labels with the property owners' names & addresses, and one (1) photocopy of the labels keyed to the Ownership Map.
9. One (1) copy of the 500-foot radius [Ownership Map](#) (1" = 100' scale). A 1,000-foot radius is required for properties in Avocado Heights, Workman Mill, South San Gabriel, and the Fifth Supervisorial District. DO NOT use multiple Assessor's Map Book Pages.
  - Assign a number to each property. DO NOT use the Assessor's Number.
  - Write the assigned number for the corresponding property on the Ownership Map and labels.
10. Six (6) copies of the 500-foot radius [Vicinity Maps](#) (1" = 100' scale).
11. Seven (7) copies of the 500-foot radius [Land Use Map](#) with a legend indicating specific existing land uses (1" = 100' scale). DO NOT use the zoning or land use plan category.
12. Thirteen (13) sets of plans including the Site Plan, Floor Plans, Elevations, and Grading Plan if applicable (minimum scale of 1" = 10' or 1/8" = 1", drawn on paper approximately 2' by 4' in size).
13. A minimum of six different printed color photos of the property. NO aerial photos.
14. A copy of the USGS Quad Sheet with the site highlighted for projects in rural areas, OR a copy of the Thomas Guide page with the site highlighted for projects in urban areas.
15. [Initial Study Questionnaire](#)
16. Additional Burden of Proof is required depending on the permit ([Hillside Management](#), [SEA](#), [Parking Permit](#), [Variance](#), [Plan Amendment](#), [Zone Change](#), etc.)
17. Supplemental information required for Alcoholic Beverage Sales:
  - [Burden of Proof for Alcoholic Beverage Sales](#).
  - Identify all uses that sell alcohol within a 500-foot radius, with type of sale (on-site or off-site consumption), beverage type (beer only, beer & wine, general liquor) and operating hours.
  - Identify all schools, parks, playgrounds, places of worship within a 600-foot radius.
  - Thirteen (13) copies of [shelf plans](#) are required for off-site beverage sales depicting the amount of shelf space proposed for alcoholic beverage sales.

\* Additional plans, information and/or fees may be required during application processing. If your case is referred to other agencies for review, additional fees will be required as listed on the Fee Schedule.

Project No.: \_\_\_\_\_  
 TR/PM: \_\_\_\_\_ (V)  
 Lead Sec: \_\_\_\_\_  
 CAT Ex.: \_\_\_\_\_

Los Angeles County  
 Department of Regional Planning  
**ZONING AND SUBDIVISION APPLICATION**  
*As required by Chapters 22.16, 22.56 & 21.40 of the Los Angeles County Code*

The following information is necessary for the review of ALL applications. Failure to furnish information will delay action. Attach extra sheets if necessary. Please read instructions carefully.

<b>RECORD OWNERS</b>  Name <u>Leona Valley Estates Limited, a California limited partnership</u> Address <u>1901 Avenue of the Stars, Suite 1100</u> City <u>Los Angeles, CA</u> Zip <u>90067</u> Phone <u>(310) 556-4660</u>	<b>APPLICANT</b>  Name <u>Valley Vineyards, LLC by Lauren Development, Inc., It's Operating Manager</u> Address <u>PO Box 790</u> City <u>Agoura Hills, CA</u> Zip <u>91376</u> Phone <u>(818) 575-9983 x 2</u>	<b>APPLICANT'S AGENT</b> <i>(Engineer, Licensed Surveyor, Other and please indicate if engineer is also an agent)</i>  Name _____ Address _____ City _____ Zip _____ Phone <u>( )</u>
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(Attach separate sheet if necessary, including names, addresses and signatures of members of partnerships, joint ventures and directors of corporations.)

*CONSENT: I consent to the submission of the application accompanying this request.*

Signed See attached Letter of Authorization from record owners Date \_\_\_\_\_  
 (All record owners)

*CERTIFICATION: I hereby certify under penalty of perjury that the information herein provided is correct to the best of my knowledge.*

Signed John L. Allday, Vice President, Lauren Development, Inc. Date \_\_\_\_\_  
 (Applicant or Applicant's Agent)

Location West of and abutting Bouquet Canyon Road; 1 mile south of Elizabeth Lake Road, Leona Valley, CA 93551  
 (street address or distance from nearest cross street)

between \_\_\_\_\_ and \_\_\_\_\_  
 (Street) (Street)

in Zone A-2-2 + Supplemental Zoning = Leona Valley Community Standards District Zoned District Leona Valley  
 (Land Use, not postal zone) 3206-003-001

HNM/FS \* See Bottom of Page CSI TBG Pg 4194; A-B/5-6 Assessor 3206-003-007 CT \* See Bottom of Page  
 3206-003-008

Planning Area Antelope Valley USGS Sleepy Valley, CA

Contract City n/a Supervisorial District 5th

General Plan Category N-1 in Antelope Valley Areawide General Plan

Local Plan Category N-1 Local Plan Antelope Valley Areawide G.P.

Project Size 292.49 acres Project Density 0.41 units / acre

Previous Cases None

Present Use of Site Vacant; no uses

Use Applied For One hundred twenty one (121) single family residential lots are proposed, ranging in size from 1.5 to 10 acres. All streets, with the exception of the extension of 87th Street West (which is currently a dirt road used by residents on Lost Valley Ranch Road) will be private and owned and maintained by a homeowners' association. The extension of 87th Street West will be fully improved and dedicated as a public street. All other streets will be gated. Riding and hiking trails through the community will be dedicated to the county and accessible to the public.

\* Parcel 3206-003-001 . . . . . HNM/SF# = 330 Z 201 & 327 Z 201 . . . . . and CT# = 9012.07  
 Parcel 3206-003-007 . . . . . HNM/SF# = 327 Z 205 . . . . . and CT# = 9012.06  
 Parcel 3206-003-008 . . . . . HNM/SF# = 330 Z 201, 330 Z 205, 327 Z 205 & 327 Z 201 . . . . . and CT# = 9012.07

Domestic Water Source Existing trunk lines at property boundary Company/District California Water Services Company  
 Method of Sewage Disposal septic Sanitation District 1720 North First Street, San Jose, Ca 95112  
 Grading of Lots by Applicant? Yes  No  Amount 1,438,555 cy cut & 1,438,555 cy fill (balanced on site) {Show necessary grading design on site plan or tent. map.}

LEGAL DESCRIPTION (All ownership comprising the proposed lots/project) If petitioning for zone change, attach legal description of exterior boundaries of area subject to the change.

Lots 1, 2, 3, & 4 in Section 20, Township 6 North Range 13 West, San Bernardino Meridian, in the Unincorporated County of Los Angeles, State of California, together with Parcels No 4-A a& 4-B of Parcel Map No. 4607, in said unincorporated county and state, per map filed in Book 56, Pages 24 & 25 of Parcel Maps, in the Office of the County Recorder of said county.

APPROPRIATE BURDENS OF PROOF MUST ACCOMPANY EACH TYPE OF REQUEST—Check each request applied for and complete appropriate sections.

**PLAN AMENDMENT REQUEST** N/A

Countywide/local Plan or Area Plan Land Use Map Change:

From	To	Acres	From	To	Acres

Other Countywide (Gen. Dev., Housing & Spec. Mgmt.) Map Change:

From	To	Acres	From	To	Acres

Identify Text Changes to Countywide/Local or Area Plan Desired:  
 \_\_\_\_\_  
 \_\_\_\_\_

Total Project Units Currently Allowed By: (a) CW Plan \_\_\_\_\_ (b) Local Plan \_\_\_\_\_  
 Total Project Units Permitted If: (a) CW Plan Amended \_\_\_\_\_ (b) Local Plan Amended \_\_\_\_\_  
 Total Acres Involved: (a) \_\_\_\_\_ (b) \_\_\_\_\_  
 SERVICES: Existing and Proposed:  
 Gas & Electric \_\_\_\_\_ Education \_\_\_\_\_  
 Fire \_\_\_\_\_ Access \_\_\_\_\_  
 Sheriff \_\_\_\_\_

**ZONE CHANGE REQUEST** N/A

Zone:

From	Acres	To	Acres

**CONDITIONAL USE PERMIT, VARIANCE, NONCONFORMING REVIEW, AND OTHER PERMITS**

Permit Type Conditional Use Permit Ord No. 22.56.215  
 Project Site: 292.49 acres 121 Area devoted to: structures 350,000sf (8.1 acres) open space 202.3 acres, or 76% of site\*  
 Residential Project 292.49 acres No. of Lots and 1 & 2 Proposed density 0.41 units / acre  
Gross Area No. of floors Units/Acres  
 Number and types of Units 121 single family residential units  
 Residential Parking: Type 2 single family standard size spaces required and provided Required 2 per du Provided 2 per du Total Required 2 per du Total Provided 2 per du

(continued on next page)

\* "Open Space" computed as follows:  
 292.5 (total site acreage)  
 less 25.3 (ac streets)  
 = 267.2 (net site acreage)  
 less 55.3 (ac graded pads)  
 less 4.9 (ac non-contour graded slopes)  
 less 4.7 (ac driveways)  
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 = 202.3 ac total site open space  
 (See Open Space Exhibit)

Non-Residential Project: No. of bldgs. \_\_\_\_\_ No. of floors \_\_\_\_\_ Gross floor area \_\_\_\_\_ Operating hours \_\_\_\_\_  
 Number of employees \_\_\_\_\_ Number of shifts \_\_\_\_\_ Maximum number of employees per shift \_\_\_\_\_  
 Assembly and Dining Uses \_\_\_\_\_  
(Occupant load for buildings per Building & Safety)

Non-Residential Parking: Type \_\_\_\_\_ Required \_\_\_\_\_ Provided \_\_\_\_\_ Total Required: \_\_\_\_\_  
 \_\_\_\_\_ Total Provided: \_\_\_\_\_

Additional Information: \_\_\_\_\_

The following must be completed for **HOUSING PERMITS**: N/A

Units allowed without bonus: \_\_\_\_\_ Units

Density Bonus Required: \_\_\_\_\_ % \_\_\_\_\_ Units

Total Units including bonus: \_\_\_\_\_ Units

**SUBDIVISION REQUEST** TOTAL GROSS ACRES <sup>292.49</sup> \_\_\_\_\_ TENTATIVE MAP NUMBER 066952  
 LOTS: Existing <sup>2</sup> \_\_\_\_\_ Proposed Residential Lots 1 thru 121, and Private Streets A thru G on Lots 122-123.  
 STAGE: T  RV \_\_\_\_\_ AM \_\_\_\_\_ RN \_\_\_\_\_ RA \_\_\_\_\_ FN \_\_\_\_\_ WR \_\_\_\_\_  
 MAP: T \_\_\_\_\_ RR(FD) \_\_\_\_\_ RR(LD) \_\_\_\_\_ RV \_\_\_\_\_ AO \_\_\_\_\_ LL \_\_\_\_\_  
 VESTING: (Y)  (N)

LOT TYPE	OWNERSHIP (Circle)	NO. LOTS	NO. UNITS	ACRES
SF MH	I NC CC L	_____	_____	_____
DUP	I NC CC L	_____	_____	_____
MF	I NC CC L	_____	_____	_____
OS	I NC CC L	_____	_____	_____
R PF	I NC CC L	_____	_____	_____
C	I NC CC L	_____	_____	_____
I	I NC CC L	_____	_____	_____

**STAFF PURPOSES ONLY**

Sch. Dist(s) UN \_\_\_\_\_ HS \_\_\_\_\_

LS \_\_\_\_\_ SCM Date \_\_\_\_\_

Cities: LA \_\_\_ BH \_\_\_ LC \_\_\_ PM \_\_\_ Other \_\_\_\_\_ Counties: LA \_\_\_ VT \_\_\_ SB \_\_\_ OR \_\_\_ K \_\_\_ Other \_\_\_\_\_

Agencies/Companies: MWP \_\_\_ DWP \_\_\_ CWP \_\_\_ SCE \_\_\_ SCG \_\_\_ PT \_\_\_ GT \_\_\_ ATS \_\_\_ SPT \_\_\_ UPR \_\_\_ MSHC \_\_\_ SCRC \_\_\_  
ANG \_\_\_ PNF Other \_\_\_\_\_

Caltrans: Y  N  Name(s): PCH \_\_\_ TCR \_\_\_ DCR \_\_\_ Other \_\_\_\_\_ Route(s): \_\_\_\_\_

Highways \_\_\_\_\_

Misc.: \_\_\_\_\_

**PROJECT NO.:** \_\_\_\_\_

**CASES:**

_____ <b>PLAN AMENDMENT</b>	_____ <b>HOUSING PERMIT</b>	_____ <b>OTHER</b>	FILED _____
_____ <b>ZONE CHANGE</b>	_____ <b>PARKING PERMIT</b>	_____ <b>PARCEL MAP</b>	FEE _____
_____ <b>CUP</b>	_____ <b>OAK TREE</b>	_____ No. Brown Line	RECEIPT NO. _____
_____ <b>VARIANCE</b>		_____ No. Blue Line	
_____ <b>NON CONFORMING REVIEW</b>		_____ <b>TRACT</b>	
		_____ No. Brown Line	
		_____ No. Blue Line	

**LOS ANGELES COUNTY  
DEPARTMENT OF REGIONAL PLANNING**

**CERTIFICATION OF LOBBYIST REQUIREMENTS  
(Ordinance No. 93-0031)**

Ordinance No. 93-0031, Los Angeles County Lobbyist Ordinance, effective May 7, 1993 requires certification that each person who applies for a County permit is familiar with the requirements of Ordinance No. 93-0031 (Lobbyist Ordinance) and that all persons acting on behalf of the applicant have complied and will continue to comply with the requirements of said Ordinance through the application process.

I hereby certify that I am familiar with the requirements of Ordinance No. 93-0031. I further understand that the making of such a certification, and compliance with this ordinance, shall be conditions precedent to the granting of the requested permit, license, contract or franchise.

<hr/> <p><b>Applicant</b>    Valley Vineyards, LLC,                     By Lauren Development, Inc.                     It's Operating Manager <b>PERMIT NO(S):</b>    John L. Allday                             Vice President,                             Lauren Development, Inc.</p> <hr/> <hr/> <hr/>	<hr/> <p style="text-align: center;">Date</p> <hr/> <hr/> <hr/>
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**PLEASE SEE OTHER SIDE FOR INFORMATION ABOUT THE ORDINANCE**