TO: Plan Check Applicants

FROM: 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 off-site property.

2. A description of the off-site property (for tract grading plans, each off-site grading area should be referenced to the subdivision lots or parcels to which it is adjacent).

3. Acknowledgment that the off-site 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 off-site owner or applicant and 1 set of prints shall be maintained in the office of the Land Development Division. Any significant changes in the scope of the off-site work shown on subsequent plans will require the submittal of a new covenant.

4. If necessary, a statement by the off-site owner affirming that he will irrigate planted slopes and maintain slopes and drainage devices within his property.

5. 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.

[ ] COVENANTS MUST BE SIGNED, NOTARIZED, AND RECORDED. Two (2) signed and notarized copies of the covenant and 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 227 North Broadway, Room 15, Los Angeles, California 90012, Telephone (213) 974-6611. 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 3 weeks.

10/13/83
Sample of map used in lieu of property description for Off-site Covenants.

Limits of affected property or boundary of ownership

Refer to legal description for subject off-site property such as a portion of lot, tract, rancho, etc.

10/13/88
One or more of the following covenants will be required, as checked, from the off-site property owners and/or the owners of development, prior to approval of the plans for

I. Outlet Facilities (Discharge of Flows and Earthwork on Off-site Property)

A. Maintained by Owner of Development
   Sample No. 1 - Signed by Owner of Development
   Sample No. 2 - Signed by Off-site Property Owner
   Sample No. 3 - Signed by Off-site Property Owner

B. Maintained by Off-site Property Owner
   Sample No. 4 - Signed by Owner/Developer
   Sample No. 5 - Signed by Off-site Property Owner

10/13/88
II. Inlet Facilities (Acceptance of Flows from and Earthwork on Off-site Property)

A. Maintained by Owner of Development:
   Sample No. 1 - Signed by Owner of Development
   Sample No. 2 - Signed by Off-site Property Owner

B. Maintained by Off-site Property Owner:
   Sample No. 4 - Signed by Owner of Development
   Sample No. 5 - Signed by Off-site Property Owner

10/13/68
III. Drainage Device (Conveyance of Flows Through Adjacent Off-site Property and Earthwork on Off-site Property)

Street, grading, or slope bank-work other than Chapter 70.

A. Maintained by Owner of Development:
   Sample No. 1 - Signed by Owner of Development (for Property "B")
   Sample No. 2 - Signed by Off-site Property Owner "B"

B. Maintained by Off-site Property Owner "B":
   Sample No. 4 - Signed by Owner of Development (for Property "B")
   Sample No. 5 - Signed by Off-site Property Owner "B"

10/13/88
IV. Concentrated and/or Increased Flows--Outlet within Development

Sample No. 3 - Signed by Off-site Property Owner

V. Off-site Grading Per Chapter 70:

A. Must be maintained by the off-site property owner per Chapter 70, Section 7004, of the Building Code.

Sample No. 5 - Signed by Off-site Property Owner

10/13/88
SAMPLE COVENANTS FOR OFFSITE WORK

1. DECLARATION OF COVENANT BY OWNER OF DEVELOPMENT.

RECORDING REQUESTED BY AND MAIL ORIGINAL TO:

Land Development Division

[ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

P.O. Box 1460
Alhambra, California 91802-1460

Mr. T. A. Timemanson, Director
Department of Public Works
County of Los Angeles

Attention: [ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

OFFSITE COVENANT BY OWNER OF DEVELOPMENT

In consideration for the granting of permission to enter and construct ________ (Description of Work) dated ________, and filed with the Office of the Director of Public Works, County of Los Angeles, in, upon, and across ________ (location of improvements for the

by property description) ________ (as shown on attached map) hereinafter referred to as the off-site property,

as owner of ________ (Property Description of Development)

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, and the owners of said off-site 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).

10/21/88
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 individual)

/s/

(Name if an individual)

(Title if other than an individual)

/s/

(Title if other than an individual)

10/21/88
SAMPLE COVENANTS FOR OFFSITE WORK

2. DECLARATION OF COVENANT BY OFFSITE PROPERTY OWNER.

RECORDING REQUESTED BY AND MAIL ORIGINAL TO:

Land Development Division
Drainage and Grading Section
Road/Sewer & Water Section
P.O. Box 1460
Alhambra, California 91802-1460

Mr. T. A. Tidemanson, Director
Department of Public Works
County of Los Angeles

Attention: Drainage and Grading Section
Road/Sewer & Water Section

OFFSITE COVENANT BY OFFSITE PROPERTY OWNER

(Name of Owner of affected off-site property), as owner of (the property shown on attached map) (description of property) mission to (name of developer), hereinafter referred to as "DEVELOPER", to construct (description of work), in accordance with 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 improvement 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.

10/21/88
including but not limited, 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 than an individual)

/s/

(Name if an individual)

(Title if other than an individual)

/s/

(Title if other than an individual)

10/21/88
SAMPLE COVENANTS FOR OFFSITE WORK

3. Acceptance of Drainage by Adjacent Property Owner.

RECORDEING REQUESTED BY AND MAIL ORIGINAL TO:

Land Development Division

[ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

P.O. Box 1460
Alhambra, California 91802-1460

Mr. T. A. Tidemanson, Director
Department of Public Works
County of Los Angeles

Attention: [ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

DRAINAGE ACCEPTANCE COVENANT

TR/PM

(Name of Owner of Affected Property), as owner

of

[ ] (description of property) [ ] (as shown on attached map)

hereby agrees
to accept the surface waters emanating from

(property description of development)

as provided by drainage plans dated [ ] and filed with the Office

of the Director of Public Works, County of Los Angeles, and examined by the

undersigned, with full knowledge of any alteration in drainage patterns from the

natural condition provided by said plans, and hereby 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 liabil-

ity, 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 said altera-
tion.

(Name if other than an individual)

/ s/

(Name if an individual)

(Title if other than an individual)

10/21/88

/ s/

(Title if other than an individual)
SAMPLE COVENANTS FOR OFFSITE WORK

4. DECLARATION OF COVENANT BY OWNER OF DEVELOPMENT.

RECORDING REQUESTED BY AND MAIL ORIGINAL TO:

Land Development Division

Drainage and Grading Section

Road/Sewer & Water Section

P.O. Box 1460

Alhambra, California 91802-1460

Date: ______________________

Mr. T. A. Tidemanson, Director

Department of Public Works

County of Los Angeles

Attention:                  Drainage and Grading Section
                          Road/Sewer & Water Section

OFFSITE COVENANT BY OWNER OF DEVELOPMENT

TR/PM ______________________

In consideration for the granting of permission to enter and construct

[ ] Grading  [ ] Road  [ ] (Description of Work), in accordance with plans

dated ______________________ and filed with the Office of the Director of Public

Works, County of Los Angeles, in, upon, and across [ ] (location of improvements

by property description) [ ] (as shown on attached map)

[ ] Offsite grading

[ ] Slope banks

[ ] Pavement transition from Sta ___ to Sta ___

[ ] Other

_____________________________, as owner of

(Name of Owner/Developer)  (Property description of

development), 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.

10/21/88
The undersigned also covenants and agrees for himself, his heirs, successors, and assigns, to indemnify, defend, and save harmless the owners of [ ] (description of off-site property) [ ] (as shown on attached map) 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.

(Name if other than an individual)

/s/

(Name if an individual)

>Title if other than an individual)

/s/

(Title if other than an individual)

10/21/88
SAMPLE COVENANTS FOR OFFSITE WORK

5. DECLARATION OF COVENANT BY OFFSITE PROPERTY OWNER.

RECORDING REQUESTED BY AND MAIL ORIGINAL TO:

Land Development Division

[ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

P.O. Box 1460
Alhambra, California 91802-1460

Mr. T. A. Tidemanson, Director
Department of Public Works
County of Los Angeles

Attention: [ ] Drainage and Grading Section
[ ] Road/Sewer & Water Section

OFFSITE COVENANT BY OFFSITE PROPERTY OWNER

TR/PM

(Name of owner of affected offsite property), as owner of

[ ] (description of property) hereby gives permission to

[ ] (as shown on attached map)

(Name of Owner of Development), hereinafter referred to as "DEVELOPER", to

enter and construct

(description of work), in accordance with

plans dated __________________ and filed with the Office of the 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 for the

on attached map)

[ ] 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 or maintenance of said work.

10/21/88
The undersigned also covenants and agrees on behalf of himself, his heirs, successors, and assigns to

☐ maintain said work in good condition unless discharged of this obligation by the County of Los Angeles

☐ irrigate planted slopes and to maintain slopes and drainage devices located on his property

☐ permit the County to enter upon the premises to do such maintenance work as may be required;

(Name if other than an individual)

/s/

(Name if an individual)

(Titles if other than an individual)

10/21/88