



APPLICATION

**DEPARTMENT OF RECREATION AND PARKS
RECREATION CREDIT APPLICATION**

THIS BOX FOR RECREATION AND PARKS STAFF USE ONLY

Case Number _____

Application Type _____

Date Application Received _____ Date Completed/Cancelled _____

Recorded Covenant No. _____

Applicant request(s):	<input type="checkbox"/> Improvements to Dedicated Land	<input type="checkbox"/> Private Amenities	<input type="checkbox"/> Publicly Accessible Recreational Amenities	<input type="checkbox"/> Applicant terminated Rec. Credit Request
<input type="checkbox"/> Public Land Dedication				
Related Case Number _____				

Provide all information requested. Missing, incomplete or inconsistent information will cause delays.

All terms in this document are applicable to the singular as well as the plural forms of such terms.

1. Type of Residential Development

SUBDIVISION NON-SUBDIVISION

2. Project Location

Street Address¹ _____

Legal Description² (Lot, Block, Tract) _____

Assessor Parcel Number _____

Project Name (if applicable) _____

Existing Zone _____ Proposed/Future Zone (if applicable) _____

3. Applicant Information

Applicant³ name _____

Company/Firm _____

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 Name _____ E-mail _____

Phone _____

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

² Legal Description must include all contiguously owned properties (even if they are not a part of the proposed project site)

³ 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.

4. **Type of Recreational Credit Project, LAMC 12.33, Section H**

What type of recreational credits is in the project applying for? Check all that apply.

- Public Land Dedication

Requirements: The proposed facilities are reasonably adaptable for use for park and recreational purposes, taking into consideration such factors as size, shape, topography, geology, access and location of the private open space land. The facilities are in substantial accordance with, and meet the policies and standards for, the development of a park and recreational facilities.

Note: The total amount of credit shall not exceed 100 percent of the calculated requirement for the park fee or land dedication.

Requested Attachments:

- See Recreation Credit Plan Instructions (PF - 3004-I). Attach all required documents listed in the instructions.

- Improvement to Dedicated Land

Requirements: The facilities are in substantial accordance with, and meet the Department's policies and standards for, the development of a park and recreational facilities.

Note: The total amount of credit shall not exceed 100 percent of the calculated requirement for the park fee or land dedication.

Requested Attachments:

- See Recreation Credit Plan Instructions (PF - 3003-I). Attach all required documents listed in the instructions.

- Privately Owned Park and Recreational Facilities

Requirements: The use of non-publicly accessible private facilities is restricted for park and recreational purposes by recorded covenants* acceptable to the Department of Recreation and Parks which run with the land and cannot be defeated or eliminated without the consent of the Department. The proposed non-public facilities are available for use by all the residents of the proposed residential development.

Note: The amount of non-publicly accessible park and recreational facilities shall not exceed 35 percent of the calculated requirement for the park and recreation impact fee or land dedication. Credits may be awarded for on-site or off-site recreational facilities.

Requested Attachments:

- See Recreation Credit Exhibit Instructions (PF - 3002-I) and Recreation Credit Cost Estimate Instructions (PF-3006-I). Attach all required documents listed in the instructions.

- Publicly Accessible, Privately Maintained Park and Recreational Facilities

Requirements: The use of publicly accessible private facilities is restricted for park and recreational purposes by recorded covenants* acceptable to the Department of Recreation and Parks which run with the land and cannot be defeated or eliminated without the consent of the Department.

Note: The amount of credit for publicly accessible, privately maintained park and recreational facilities shall not exceed 100 percent of the calculated requirement for the park and recreation impact fee or land dedication. Credits may be awarded for on-site or off-site recreational facilities.

Requested Attachments:

- See Recreation Credit Exhibit Instructions (PF - 3002-I) and Recreation Credit Cost Estimate Instructions (PF-3006-I). Attach all required documents listed in the instructions.



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* The Park Fee Calculation Application (PF - 1001) will not be processed and the Park Fee not calculated until the required covenant is recorded and the Department of Recreation and Parks has received the original or a certified copy.

APPLICANT INSTRUCTIONS

APPLICANT DECLARATION. A 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 Recreation and Parks, I agree to revise the information as appropriate and resubmit the application if required.
- 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 this request is the responsibility of the applicant.
- D. I understand that there is no guarantee, expressed or implied, that any application will be approved. I understand that each matter must be carefully evaluated and that the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions.
- E. I understand that any requests for credit may only be approved by the Department of Recreation and Parks prior to the approval of the Final Map or prior to the date of final inspection, or the date of the Certificate of Occupancy, whichever is earliest and applicable, and prior to the dedication of land or payment of any park fee. (LAMC 12.33, Section H.4)
- F. I understand that if Park Fees are paid prior to the completion of the recreational credit process, I am not entitled to a refund in Park Fees. (LAMC 12.33, Section H.4)
- G. I understand that prior to the issuance of Certificate of Occupancy the Department of Recreation and Parks may inspect any recreational areas and amenities that were granted recreation credit against the Park Fees to ensure that the recreational areas and amenities were installed to the specifications as described in the recorded Covenant and Agreement.
- H. I affirm that I have read the General Application Instructions (PF-1001-I).
- I. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all the information provided in this application is true and correct to the best of my knowledge and belief, and I understand that any false or misleading information provided in this application may result in the denial of this application.

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

Signature: _____

Date: _____

Print Name: _____