

# GETTING A CERTIFICATE OF OCCUPANCY CLEARANCE FROM RECREATION AND PARKS (RAP)



INFORMATION FOR RESIDENTS IMPACTED BY 2025 WILDFIRES

NOTE: RAP IS NOT A PERMITTING DEPARTMENT. NO CLEARANCE FROM RAP IS REQUIRED FOR BUILDING PERMIT ISSUANCE.

## PAYING A PARK FEE

PER LOS ANGELES MUNICIPAL CODE (LAMC) SECTION 12.33, NEW RESIDENTIAL DWELLING UNITS MAY BE REQUIRED TO DEDICATE LAND OR PAY AN IN-LIEU FEE TO MITIGATE THE IMPACT OF NEW RESIDENTS ON THE PARK SYSTEM

## FEE EXEMPTIONS

THE FOLLOWING TYPES OF DEVELOPMENT SHALL NOT BE REQUIRED TO PAY A PARK FEE:

- (A) ALTERATIONS, RENOVATIONS OR EXPANSION OF AN EXISTING RESIDENTIAL BUILDING OR STRUCTURE WHERE NO ADDITIONAL DWELLING UNITS ARE CREATED.
- (B) REPLACEMENT OF EXISTING DWELLING UNITS ON THE SAME LOT RESULTING IN NO NET INCREASE OF RESIDENTIAL DWELLING UNITS.
- (C) THE REPLACEMENT OF A DESTROYED OR PARTIALLY DESTROYED OR DAMAGED BUILDING OR STRUCTURE WHERE NO ADDITIONAL DWELLING UNITS ARE CREATED.**

WHEN CONSTRUCTION IS NEARING COMPLETION FOLLOW THESE STEPS:

- 1. SUBMIT APPLICATION**  
SUBMIT A PARK FEE CALCULATION APPLICATION ONLINE FOR RAP'S REVIEW. SCAN THE CODE TO ACCESS THE APPLICATION PORTAL.



- 2. APPLICATION REVIEW**  
RAP STAFF WILL REVIEW YOUR APPLICATION FOR COMPLETENESS AND ASK FOR ANY ADDITIONAL INFORMATION VIA THE ONLINE PORTAL.

- 3. INVOICE ISSUANCE**  
AN INVOICE WILL BE ISSUED WITH THE REQUIRED PARK FEE. IF A FEE IS OWED, THE CUSTOMER IS REQUIRED TO PAY THE FEE VIA THE UNIVERSAL CASHIERING SYSTEM.

- 4. CLEARANCE!**  
ONCE THE REQUIRED PARK FEE IS PAID, RAP WILL CLEAR THE APPLICABLE CONDITION.

RAP.PARKFEES@LACITY.ORG

213-202-2682

221 N. FIGUEROA ST, SUITE 400  
LOS ANGELES, CA 90012



LEARN MORE ABOUT PARK FEES: [HTTPS://WWW.LAPARKS.ORG/PLANNING/PARK-FEES/PARK-MITIGATION-FEE-HOMEPAGE](https://www.laparks.org/planning/park-fees/park-mitigation-fee-homepage)