

September 17, 2025

Donnabeth LLC  
135 N. San Gabriel Boulevard  
San Gabriel, CA 91775

PROJECT NO. PM070855-(1)  
VESTING TENTATIVE PARCEL MAP NO. PM070855  
OAK TREE PERMIT NO. RPPL2023006707  
PROJECT SITE: 20323 E. HOLT AVENUE, COVINA

Dear Mr. Wang:

The Regional Planning Commission (Commission), by its action of **September 17, 2025**, has approved the above-referenced project. Enclosed are the Commission's Findings and Conditions of Approval. Please carefully review each condition. This approval is not effective until the appeal period has ended and the required documents and applicable fees are submitted to LA County Planning (see enclosed Affidavit of Acceptance Instructions).

**Appeals:** The applicant or any other interested persons may appeal the Commission's decision. The appeal period for this project will end at 5:00 p.m. on **September 29, 2025**. Appeals must be submitted to [appeal@planning.lacounty.gov](mailto:appeal@planning.lacounty.gov) before the end of the appeal period.

Upon completion of the appeal period, the notarized Affidavit of Acceptance and any applicable fees must be submitted to the planner assigned to your case. Please make an appointment to ensure that processing will be completed in a timely manner. Failure to submit these documents and applicable fees within 60 days will result in a referral to Zoning Enforcement for further action.

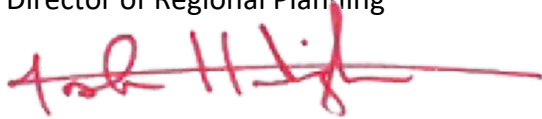
In addition, any applicable California Environmental Quality Act fees for the Department of Fish and Wildlife shall be paid, and a Notice of Determination, if applicable must be filed with the County Clerk according to the instructions with the enclosed Affidavit of Acceptance. A Notice of Exemption, if applicable, may also be filed according to the instructions in the enclosed Affidavit of Acceptance.

John Wang  
September 17, 2025  
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For questions or for additional information, please contact Marie Pavlovic of the Subdivisions Section at (213) 974-6433, or [mpavlovic@planning.lacounty.gov](mailto:mpavlovic@planning.lacounty.gov)

Sincerely,

AMY J. BODEK, AICP  
Director of Regional Planning



Joshua Huntington, Supervising Regional Planner  
Subdivisions Section

JH:MP

Enclosures: Findings, Conditions of Approval, Affidavit of Acceptance (Permittee's Completion)

c: Board of Supervisors

CP\_09.17.2025

## **AFFIDAVIT OF ACCEPTANCE INSTRUCTIONS**

**Please read carefully.** Failure to follow these instructions may result in the delay of your approved site plan and building permits.

After the termination of the appeal period (14 days after the action date), proceed with the following instructions if you have not been notified that an appeal has been received.

1. Sign the “Affidavit of Acceptance” form in the presence of a notary and have the notary attach an acknowledgement. Both the applicant and owner lines must be signed on the form, even if they are the same person. Mail to:

**Department of Regional Planning  
320 W Temple Street, Room 1360  
Los Angeles, CA 90012**

**For questions or for additional information, please contact the planner assigned to your case. Our office hours are Monday through Thursday, 7:30 a.m. to 5:30 p.m. We are closed on Fridays.**



**Please complete and return to:**  
LA County Planning  
320 West Temple Street, 13th Floor  
Los Angeles, California 90012

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## AFFIDAVIT OF ACCEPTANCE

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STATE OF CALIFORNIA  
COUNTY OF LOS ANGELES

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**REGARDING:     PROJECT NO. PM070855  
VESTING TENTATIVE PARCEL MAP NO. PM070855  
OAK TREE PERMIT NO. RPPL2023006707  
20323 E. HOLT AVENUE, COVINA HIGHLANDS  
APN(S): 8447-027-014**

I/We the undersigned state:

I am/We are the permittee of the above-mentioned permits and/or owner of the real property described above. I am/We are aware of, and accept, all the stated Conditions of Approval for the above-mentioned permit(s).

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

I/We declare under the penalty of perjury that the foregoing is true and correct.

*Complete both Applicant and Owner sections, even if the same.*

*Signatures must be acknowledged by a Notary Public. Affix seal or appropriate acknowledgements.*

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Signature: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Signature: \_\_\_\_\_

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# Notice of Exemption

**To:**

☐ Office of Planning and Research  
P.O. Box 3044  
Sacramento, CA 95812-3044

☐ County Clerk  
County of: Los Angeles, Business Filings  
12400 E. Imperial Hwy., #1201  
Norwalk, CA 90650

**From:**

Public Agency: LA County Regional Planning  
320 W. Temple Street, 13<sup>th</sup> Floor  
Los Angeles, CA 90012

Project Title: \_\_\_\_\_

Project Applicant: \_\_\_\_\_

Project Location - Specific: \_\_\_\_\_

Project Location - City: \_\_\_\_\_ Project Location - County: \_\_\_\_\_

Description of Nature, Purpose and Beneficiaries of Project: \_\_\_\_\_

Name of Public Agency Approving Project: Los Angeles County Department of Regional Planning

Name of Person or Agency Carrying Out Project: \_\_\_\_\_

Exempt Status: **(check one):**

- ☐ Ministerial (Sec. 21080(b)(1); 15268);
- ☐ Declared Emergency (Sec. 21080(b)(3); 15269(a));
- ☐ Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- ☐ Categorical Exemption. State type and section number: \_\_\_\_\_
- ☐ Statutory Exemption. State code number: \_\_\_\_\_
- ☐ Exemptions for Agricultural Housing, Affordable Housing, and Residential Infill Projects. State type and section number: \_\_\_\_\_
- Others: \_\_\_\_\_

Reasons why project is exempt: \_\_\_\_\_

Lead Agency

Contact Person: \_\_\_\_\_ Area Code/Telephone/Extension: \_\_\_\_\_

**If filed by applicant:**

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? ☐ Yes ☐ No

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Title: \_\_\_\_\_

☐ Signed by Lead Agency

☐ Signed by Applicant

Date Received for filing at OPR: \_\_\_\_\_

**LOS ANGELES COUNTY**  
**DEPARTMENT OF REGIONAL PLANNING**  
**FINDINGS OF THE REGIONAL PLANNING COMMISSION**  
**AND ORDER**  
**PROJECT NO. PM070855**  
**VESTING TENTATIVE PARCEL MAP NO. 070855**

**RECITALS**

1. **HEARING DATE(S).** The Los Angeles County ("County") Regional Planning Commission ("Commission") conducted a duly-noticed public hearing on September 17, 2025, in the matter of Project No. PM070855, consisting of Vesting Tentative Parcel Map No. 070855 ("PM070855"). PM070855 was considered together with an Oak Tree Permit ("OTP") No. RPPL2023006707. PM070855 and the OTP are referred to collectively as the "Project."
2. **HEARING PROCEEDINGS.** The Commission held a duly notice public hearing on the project permit and tentative map on September 17, 2025. The Commission heard of presentation from LA County Planning staff and the project representative made himself available for questions. There being no further testimony, the Commission voted unanimous unanimously to approve the project.
3. **ENTITLEMENT(S) REQUESTED.** The subdivider, Donnabeth LLC ("subdivider"), requests PM070855 to authorize the creation of two lots on 3.08 gross (2.75 net) acres within the unincorporated community of Walnut Islands ("Project Site"), pursuant to Los Angeles County Code ("County Code") Chapters 21.38 (Vesting Tentative Map) and 21.48 (Minor Land Divisions).
4. **RELATED ENTITLEMENT.** The OTP is a related request to encroach into the protected zone of one non-heritage oak tree (No. 80) and retroactive encroachment into the protected zone of two non-heritage oak trees (Nos. 32 and 33) in the A-1-40,000 (Light Agricultural - 40,000 Square Feet Minimum Required Lot Area) Zone pursuant to County Code Section 22.16.030 (Land Use Regulations for Zones A-1, A-2, O-S, R-R, and W) and Chapter 21. 174 (Oak Tree Permits).
5. **ENTITLEMENT(S) REQUESTOR.** Unless otherwise apparent from the context, subdivider or successor in interest ("subdivider") shall include the applicant, owner of the property, and any other person, corporation, or other entity making use of this grant.
6. **LOCATION.** The Project is located at 20323 East Holt Avenue within the Covina Highlands Zoned District within the East San Gabriel Valley Planning Area ("Project Site").
7. **DEEMED COMPLETE.** The Project was deemed complete on May 1, 2024, prior to the adoption of the East San Gabriel Valley Area Plan ("ESGVA") on May 21, 2024.

8. **LAND USE DESIGNATION.** The Project Site is located within the H2 (Residential 2 - 0 to 2 Dwelling Units Per Net Acre) land use category of the General Plan Land Use Policy Map. Since the Project was deemed complete prior to the adoption of the ESGVA and effective the same day, it is subject to the General Plan and the ESGVA Planning Area Standards District Ordinance does not apply.
9. **ZONING.** The Project Site is located in the Covina Highlands Zoned District, is currently zoned A-1-40,000.
10. **SURROUNDING LAND USES AND ZONING.** The land use and zoning did not change for the Project site nor the surrounding properties within 500 feet with the adoption of the ESGVA.

| LOCATION | GENERAL PLAN<br>LAND USE POLICY | ZONING                     | EXISTING USES |
|----------|---------------------------------|----------------------------|---------------|
| NORTH    | H2                              | A-1-40,000                 | SFR           |
| EAST     | H2                              | A-1-40,000                 | SFR           |
| SOUTH    | H2, City of Covina              | A-1-40,000, City of Covina | SFR           |
| WEST     | H2, City of Covina              | A-1-40,000, City of Covina | SFR           |

**11. PROJECT AND SITE PLAN DESCRIPTION.**

A. Existing Site Conditions

The Project Site is 3.08 gross acres (2.75 net acres) in size and consists of two legal lots, tied together through a County Assessor's lot tie. The Project Site is a through lot with gentle-sloping topography and is developed with accessory residential structures, including a garage, shed, pool, stairs, etc. The existing single-family residence ("SFR") and garage were demolished in 2023.

B. Site Access

The Project Site is accessible via Covina Hills, a 60-foot-wide local public street to the north and Holt, an 80-foot-wide local public street, to the south. The Project Site is a through lot; therefore, each parcel will have direct access.

C. Vesting Tentative Parcel Map

The Vesting Tentative Parcel Map dated February 11, 2025, depicts two proposed parcels. Parcel No. 1 fronts Holt Avenue and has leftover stairs and an existing pool. The stairs will be retained and the pool will be removed. Parcel No. 1 is 2.03 gross (1.75 net) acres in size and has a 20-foot-wide private driveway and fire lane with a fire turnaround. Parcel No. 2 fronts Covina Hills Road and is one net acre in size. A 10-foot-wide driveway and a 5,000-square-foot pad are depicted on said parcel. The detached garage currently located

on said parcel will be demolished. The Project Site has a five-foot-high perimeter fence that serves as security fencing for the vacant lot, which will be brought into compliance prior to issuance of a building permit for the respective parcel.

**D. Internal Circulation**

Each parcel has direct access to a public street. Parcel No. 1 fronts Covina Hills Road and is depicted with a 10-foot-wide driveway. Parcel No. 2 fronts Holt Avenue and will utilize a 20-foot-wide private driveway and fire lane with a fire turnaround.

**E. Oak Trees**

Nine non-heritage oak trees form a woodland. Five are located on-site and four are located off-site. All oak trees will remain on and off-site. An encroachment into the protected zone of tree No. 80 will occur as a result of bringing an over-height chain-link fence into conformance. The five-foot-high fence is established along the property lines forming the front yard along Covina Hills Road. The oak tree is located in the southwest corner of proposed Parcel No. 2. Retroactive encroachments into the protected zone of tree Nos. 32 and 33 occurred when the SFR and garage, formerly located on Parcel No. 1, were demolished. No oak trees have or will be removed as a result of Project implementation.

**12. CEQA DETERMINATION**

Prior to the Commission's public hearing on the Project, County Department of Regional Planning ("LA County Planning") Staff determined that the Project qualifies for a Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land) and Class 15 (Minor Land Divisions) categorical exemptions from the California Environmental Quality Act (Public Resources Code section 21000, et seq.) ("CEQA"), the State CEQA Guidelines, and the Environmental Document Reporting Procedures and Guidelines for the County, on the basis that the Project involves subdividing four or less parcels. A Class 1 Categorical Exemption is appropriate for the removal of all existing accessory structures (garage, shed, pool) except for the stairs, as well as the modification to an existing fence or fence replacement. No oak trees have or will be removed as a result of Project implementation. Therefore, the Project will not have a significant impact on any individual tree or the collective oak woodland. A Class 4 Categorical Exemption is appropriate because the retroactive oak tree encroachments and proposed oak tree encroachment qualify as minor landscaping work that would not significantly impact the tree with adherence to the oak tree-specific conditions of approval. A Class 15 Categorical Exemption is appropriate because the Project will create two parcels, which does not exceed the four-parcel limit. The Project Site has an average slope of less than 20 percent, is located in an urbanized area, will be served by public water, and fronts public streets.

The Project is not on a list maintained by the California Department of Toxic Substance Control and the Regional Water Quality Control Board and does not contain any registered

historic resources. The Project is also not located near a scenic highway. Further, there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances, nor cumulative impacts. Therefore, there are no exceptions to the exemption and the project is categorically exempt.

**13. PUBLIC COMMENTS.** Staff have not received any comments at the time of report preparation.

**14. AGENCY RECOMMENDATIONS.**

A. LA County Subdivision Committee (“Subdivision Committee”), consisting of LA County Planning and County Departments of Public Works, Fire (“Fire”), Parks and Recreation, and Public Health: Recommended clearance to public hearing with conditions of Vesting Tentative Parcel Map dated February 11, 2025.

B. Fire Forestry Division recommended conditions of approval in a letter dated May 5, 2025.

**15. LEGAL NOTIFICATION.** Pursuant to Sections 21.16.070 (Notice of Public Hearing) and 21.16.075 (Posting) of the County Code, Staff properly notified the community of the public hearing. This included mailings, newspaper, (Daily Journal publication), and property posting. On August 7, 2025, Staff mailed a total of 103 Notices of Public Hearing out to all property owners as identified on the County Assessor's record within a 1,000-foot radius from the Project Site. This mailing also included three notices to those on the courtesy mailing list for the Covina Highlands Zoned District and to any additional interested parties. Additionally, Staff posted the Project case materials and hearing notice on LA County Planning's website.

**GENERAL PLAN CONSISTENCY FINDINGS**

**16. LAND USE POLICY.** The Commission finds that the Project is consistent with the goals and policies of the General Plan because the H2 land use category is intended for SFRs at a maximum density of two dwelling units per net acre. Based on the size of the property (approximately three acres), the maximum allowable density is seven dwelling units. Therefore, the Project is consistent in use and density with its H2 land use category.

**17. GOALS AND POLICIES.** The Commission finds that the Project is consistent with the following goals and policies of the General Plan:

*General Plan - Goal LU 3: A development pattern that discourages sprawl and protects and conserves areas with natural resources and Significant Ecological Areas (“SEAs”). Policy LU 3.3: Discourage development in undeveloped areas where infrastructure and public services do not exist, or where no major infrastructure projects are planned.*

The Project is proposed in an already developed area where additional infrastructure and public services are not required. The Project Site is located in an urbanized area and is an infill project because it is already surrounded by residential development. The Project Site is not located within an SEA. There are nine existing non-heritage oak trees that will be protected in place with Project conditions of approval.

*Goal LU 4: Infill development and redevelopment that strengthens and enhances communities. Policy LU 4.1: Encourage infill development in urban and suburban areas on vacant, underutilized, and/or brownfield sites.*

The Project is an infill development because it is located in an urbanized area and surrounded by existing development. The Project will divide 3.08 gross acres (2.75 net acres), resulting in the potential gain of an additional primary unit. The Project Site is a through lot; therefore, there are two public street frontages, which is an ideal configuration for each new lot to have its own direct access.

#### **SUBDIVISION AND ZONING CODE CONSISTENCY FINDINGS**

18. **DEEMED COMPLETE.** The Commission finds that the Project was deemed complete on May 1, 2024. As such, it is subject to the applicable local regulations in place at that time pursuant to County Code Section 22.246.020 (Applicability of Zone Changes and Ordinance Amendments).
19. **PERMITTED USE IN ZONE.** The Commission finds that the Project is consistent with the A-1-40,000 zoning classification as SFRs are permitted in the A-1 zone, pursuant to County Code Section 22.16.030 (Land Use Regulations for Zones A-1, A-2, O-S, R-R, and W). Currently, the Project Site contains accessory structures that were built in connection with the former SFR, which was demolished in 2023. All accessory structures are required to be demolished prior to final map recordation, except for the stairs which will remain in place.
20. **AREA AND WIDTH.** The Commission finds that the Project is consistent with the standards identified in County Code Section 21.24.240 (Area and width -Requirements generally). Parcel No. 1 has an approximate lot width of 202 feet, and Parcel No. 2 has an approximate width of 183 feet. Parcel No. 1 is proposed to be approximately two acres and Parcel No. 2 is proposed to be approximately one acre. Therefore, both parcels will contain more than 40,000 square feet.
21. **MINIMUM FRONTAGE.** The Commission finds that the Project is consistent with the standards identified in County Code Section 21.24.300 (Minimum Frontage). The Project Site has two frontages. Both frontages have a width of 207 feet, which is greater than the average lot widths ranging from 183 to 202 feet.

22. **FENCES AND WALLS.** The Commission finds that the Project is consistent with the standard identified in County Code Section 22.110.070 (Fences and Walls) with implementation of Project conditions. An existing five-foot-high perimeter fence encloses the Project Site. The northerly and southerly portions of the fence along the roads will be lowered to 3.5 feet in height to conform to the front yard fence height requirements of County Code Title 22 (Planning and Zoning), and the Project has been conditioned accordingly.
23. **GRADING.** The Commission finds that the Project is consistent with the standard identified in County Code Section 21.48.040 (Items Required for Parcel Maps). The total volume of grading proposed for related subdivision improvements is 2,302 cubic yards ("cy"), including 1,151 cy of cut, 465 cy of fill, and 686 cy of export.
24. **TREE PLANTING.** The Commission finds that the Project is consistent with the standards identified in County Code Section 21.32.195 (On-Site Trees), which required that one tree be planted for every 25 linear feet of street frontage. Based on the combined frontage of 414.62 feet, a total of eight trees is required. Specifically, four trees shall be planted along each parcel frontage.
25. **IMPROVEMENTS.** The Commission finds that the Project is consistent with the standards identified in County Code Chapter 21.32 (Improvements). The Subdivision Committee has reviewed and cleared the Project as ready for hearing, and has recommended conditions of approval for the subdivision.
26. **AFFORDABLE HOUSING REPLACEMENT.** The Commission finds that the Project does not include affordable replacement units pursuant to County Code Chapter 22.119 (Affordable Housing Replacement) and Government Code Section 66300.5 because the SFR that was demolished was a market-rate unit that was not tenant-occupied in the last five years prior to application, nor withdrawn from rent or lease in the last 10 years prior to application. Future for-sale units will effectively replace the for-sale unit that was demolished. Therefore, affordable housing replacement does not apply to the Project.

**TENTATIVE PARCEL MAP-SPECIFIC FINDINGS**

27. This map has been submitted as a Vesting Tentative Tract/Parcel Map. As such, it is subject to the provisions of Chapter 21.38 (Vesting Tentative Map) of the County Code.
28. **The Commission finds that the map is consistent with the goals and policies of the General Plan.** The proposed two single-family lots is consistent in use and density of the H2 land use category set forth by the General Plan.
29. **The Commission finds that the design or improvement of the proposed subdivision is consistent with the goals and policies of the General Plan.** The Project is consistent with the

goals and policies of the General Plan as described above, in particular, the Project is an infill development in an urban area on an underutilized site.

30. **The Commission finds that the site is physically suitable for this type of development.** The Project complies with all development standards for the A-1-40,000 zoning, as otherwise conditioned, as detailed above.
31. **The Commission finds that the site is physically suitable for the proposed density of development.** The Project is of suitable size to fully accommodate the proposed net gain of one unit. Based on Project's Site's zoning designation of A-1-40,000, each lot can be created with a net area of 40,000 net acres. Parcel No. 1 provide a net area of 76,410 square feet and Parcel No. 2 provide a net area of 43,732 square feet.
32. **The Commission finds the design of the subdivision, or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.** The proposed Project is located in an urbanized area and is not located within an adopted SEA and will not affect any stream courses or high value riparian habitat. Further, the Project does not remove any of the oak trees on-site or off-site, and the Project is conditioned to comply with standards that protect oak trees against the proposed development. Further, sewage disposal, storm drainage, fire protection, and geologic and soils factors are addressed in the recommended conditions of approval.
33. **The Commission finds that the design of the subdivision or type of improvements is not likely to cause serious public health problems.** Sewage, water, and grading have been addressed in the recommended conditions of approval. The Project will connect to public water.
34. **The Commission finds that the design or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of the property within the proposed subdivision.** The design and development as set forth in the conditions of approval and shown on the vesting tentative map provide adequate protection for any such easements.

#### **ENVIRONMENTAL FINDINGS**

35. The Commission finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines section(s) 15301, 15304 and 15315 [Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land), and Class 15 (Minor Land Divisions) categorical exemptions]. A Class 1 Categorical Exemption is appropriate for the removal of all existing accessory structures (garage, shed, pool) except for the stairs, as well as the modification to an existing fence or fence replacement. No oak trees have or will be removed as a result of Project implementation. Therefore, the Project will not have a significant impact on any individual tree or the collective oak woodland. A Class 4 Categorical Exemption is appropriate

because the retroactive oak tree encroachments and proposed oak tree encroachment qualify as minor landscaping work that would not significantly impact the tree with adherence to the oak tree-specific conditions of approval. A Class 15 Categorical Exemption is appropriate because the Project will create two parcels, which does not exceed the four-parcel limit. The Project Site has an average slope of less than 20 percent, is located in an urbanized area, will be served by public water, and fronts public streets.

The Project is not on a list maintained by the California Department of Toxic Substance Control and the Regional Water Quality Control Board and does not contain any registered historic resources. The Project is also not located near a scenic highway. The retroactive oak tree encroachments and proposed oak tree encroachment, to lower the height of a front yard or replace the fence, qualify as minor landscaping work which would not significantly impact the tree with adherence to the oak tree specific conditions of approval. Further, there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances, nor cumulative impacts. Therefore, there are no exceptions to the exemption and therefore the project is categorically exempt.

**ADMINISTRATIVE FINDINGS**

**36. HOUSING ACCOUNTABILITY ACT.** The Commission finds that the Project is considered a housing development that is consistent with the General Plan and Zoning and would not have a specific adverse impact upon public health or safety as described in the vesting tentative map and environmental findings.

**37. PUBLIC MEETINGS.** The Commission finds that pursuant to SB330, the number of publicly held meetings since January 1, 2020, do not exceed the five-meeting limit. One meeting occurred on the following date:

- Commission Hearing held on September 17, 2025.

**38. LOCATION OF DOCUMENTS.** The location of the documents and other materials constituting the record of proceedings upon which the Commission's decision is based in this matter is at LA County Planning, 13<sup>th</sup> Floor, Hall of Records, 320 West Temple Street, Los Angeles, California 90012. The custodian of such documents and materials shall be the Section Head of the Subdivisions Section, LA County Planning.

**BASED ON THE FOREGOING, THE REGIONAL PLANNING COMMISSION AND CONCLUDES THAT:**

- A. The map is consistent with the goals and policies of the General Plan.
- B. The design or improvement of the proposed subdivision is consistent with the goals and policies of the General Plan.

- C. The site is physically suitable for this type of development since the Project complies with all development standards of the A-1-40000 zoning.
- D. The site is physically suitable for the proposed density of development since the Project is consistent with the General Plan, within the maximum allowable density, and complies with all development standards of the prescribed A-1-40000 zoning.
- E. The design of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.
- F. The design of the subdivision or type of improvements is not likely to cause serious public health problems since sewage disposal, storm drainage, fire protection, and geologic and soils factors.
- G. The design or the type of improvements will not conflict with easements, acquired by the public at large, for access through or use of property within the proposed subdivision.

**THEREFORE, THE REGIONAL PLANNING COMMISSION:**

1. Finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines section 15301, 15304, and 15315 [Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land), and Class 15 (Minor Land Divisions) categorical exemptions]; and
2. Approves **VESTING TENTATIVE PARCEL MAP NO. 070855**, subject to the attached conditions.

**VOTE: Concurring: 5:0:0:0**

Concurring: Duarte-White, Louie, O'Connor, Moon, Hastings

Dissenting: 0

Abstaining: 0

Absent: 0

JH:MP

09.17.25

c: Each Commissioner

**LOS ANGELES COUNTY  
DEPARTMENT OF REGIONAL PLANNING**

**CONDITIONS OF APPROVAL  
PROJECT NO. PM070855  
VESTING TENTATIVE PARCEL MAP NO. 070855**

**PROJECT DESCRIPTION**

The project is a two-lot subdivision that includes encroachment into the protected zone of one non-heritage oak tree onsite and retroactive encroachment into the protected zone of two non-heritage oak trees onsite, subject to the following conditions of approval:

**GENERAL CONDITIONS**

1. Unless otherwise apparent from the context, the term "Subdivider" shall include the applicant, owner of the property, and any other person, corporation, or other entity making use of this grant.
2. This grant shall not be effective for any purpose until the Subdivider, and the owner of the subject property if other than the Subdivider, have filed at the office of the Los Angeles County ("County") Department of Regional Planning ("LA County Planning") their affidavit stating that they are aware of and agree to accept all of the conditions of this grant. Notwithstanding the foregoing, this Condition No. 2, and Condition Nos. 4, 6, and 7 shall be effective immediately upon the date of final approval of this grant by the County.
3. Unless otherwise apparent from the context, the term "date of final approval" shall mean the date the County's action becomes effective pursuant to Section 21.56.010 of the County Code as provided in the Subdivision Map Act Section 66452.5 for Tentative Maps.
4. The Subdivider shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from any claim, action, or proceeding against the County or its agents, officers, or employees to attack, set aside, void, or annul this subdivision approval, which action is brought within the applicable time period of Government Code Section 66499.37 or any other applicable limitations period. The County shall promptly notify the Subdivider of any claim, action, or proceeding and the County shall reasonably cooperate in the defense. If the County fails to promptly notify the Subdivider of any claim, action, or proceeding, or if the County fails to cooperate reasonably in the defense, the Subdivider shall not thereafter be responsible to defend, indemnify, or hold harmless the County.
5. If any material provision of this grant is held or declared to be invalid by a court of competent jurisdiction, the subdivision shall be void and the privileges granted hereunder shall lapse.
6. In the event that any claim, action, or proceeding as described above is filed against the County, the Subdivider shall within 10 days of the filing make an initial deposit with LA County Planning in the minimum amount of \$5,000.00, from which actual costs and

expenses shall be billed and deducted for the purpose of defraying the costs or expenses involved in LA County Planning's cooperation in the defense, including but not limited to, depositions, testimony, and other assistance provided to the Subdivider or the Subdivider's counsel.

- A. If during the litigation process, actual costs or expenses incurred reach 80 percent of the amount on deposit, the Subdivider shall deposit additional funds sufficient to bring the balance to the minimum required amount of \$5,000.00. There is no limit to the number of supplemental deposits that may be required prior to completion of the litigation.
  - B. At the sole discretion of the Subdivider, the amount of an initial or any supplemental deposit may exceed the minimum amounts defined herein. Additionally, the cost for collection and duplication of records and other related documents shall be paid by the Subdivider according to County Code Section 2.170.010 (Fees for Providing County Records).
7. **Vesting Tentative Parcel Map No. 070855 shall expire on September 17, 2027.** The Hearing Officer may grant one (or more) time extensions to the terms of approval of the vesting tentative map. If requested, time extension(s) shall be requested in writing and with the payment of the applicable fee prior to such expiration date. The total number of extensions shall not exceed the maximum number of extensions authorized by the Subdivision Map Act.
8. The subject property shall be maintained and operated in full compliance with the conditions of this grant and any law, statute, ordinance, or other regulation applicable to any development or activity on the subject property. Failure of the Subdivider to cease any development or activity not in full compliance shall be a violation of these conditions. No provision of any easement of any other encumbrance on the property shall exempt the Subdivider from compliance with these conditions and applicable regulations.
9. If inspections are required to ensure compliance with the conditions of this grant, or if any inspection discloses that the subject property is being used in violation of any one of the conditions of this grant, the Subdivider shall be financially responsible and shall reimburse LA County Planning for all enforcement efforts necessary to bring the subject property into compliance. The amount charged for each inspection shall be \$456.00 per inspection, or the current recovery cost established by LA County Planning at the time any inspection(s) is/are required, whichever is greater.

Inspections may be unannounced. Inspections may be conducted utilizing any available technologies, including, but not limited to, unmanned aircraft systems (UAS). Use of a UAS requires the consent of the Subdivider pursuant to LA County Planning's UAS policy, which may be updated from time to time, and which shall be provided to the Subdivider upon request.

10. Prior to the issuance of any building permit(s), the Subdivider shall remit all applicable library facilities mitigation fees to the County Librarian and pay the fees in effect at the time of payment, pursuant to Chapter 22.264 of the County Code. Questions regarding fee payment can be directed to the County Librarian at (562) 940-8430. The Subdivider shall provide proof of payment upon request from LA County Planning.
11. Notice is hereby given that any person violating a provision of this grant is guilty of a misdemeanor. Notice is further given that the Regional Planning Commission ("Commission") or a Hearing Officer may, after conducting a public hearing, revoke or modify this grant, if the Commission or Hearing Officer finds that these conditions have been violated or that this grant has been exercised so as to be detrimental to the public's health or safety or so as to be a nuisance, or as otherwise authorized pursuant to Chapter 22.238 of the County Code.
12. All development pursuant to this grant must be kept in full compliance with the County Fire Code to the satisfaction of the County Fire Department ("Fire").
13. All development pursuant to this grant shall conform with the requirements of County Public Works ("Public Works") to the satisfaction of said department.
14. All development pursuant to this grant shall comply with the requirements of Title 21 (Subdivisions) and Title 22 (Planning and Zoning) of the County Code and of the specific zoning of the subject property, unless specifically modified by this grant, as set forth in these conditions, including the approved Vesting Tentative Map.
15. The Subdivider shall maintain the subject property in a neat and orderly fashion. The Subdivider shall maintain free of litter all areas of the premises over which The Subdivider has control. All structures, walls and fences open to public view shall remain free of graffiti or other extraneous markings, drawings, or signage that was not approved by LA County Planning. In the event of graffiti or other extraneous markings occurring, the Subdivider shall remove or cover said markings, drawings, or signage within 48 hours of such notification, weather permitting. Paint utilized in covering such markings shall be of a color that matches, as closely as possible, the color of the adjacent surfaces.

**Vesting TENTATIVE PARCEL MAP SPECIFIC CONDITIONS**

16. This grant shall authorize the creation of two residential parcels, as depicted on the Vesting Tentative Parcel Map dated February 11, 2025.
17. Permission is granted to adjust lot lines to the satisfaction of LA County Planning.
18. Except as expressly modified herein, this approval is subject to all recommended conditions listed in the attached Subdivision Committee Reports Vesting Tentative Parcel Map dated

February 11, 2025, consisting of letters and reports from Public Works, Fire, and County Departments of Parks and Recreation, and Public Health.

**Grading**

19. The Subdivider shall not obtain any grading permit for the project prior to the recordation of the final map, unless otherwise authorized by the Director of LA County Planning ("Director").

**Street Frontage**

20. The Subdivider shall provide at least 50 feet of street frontage for each lot.

**PRIOR TO RECORDATION OF A FINAL MAP**

**Tree Planting**

21. The Subdivider shall submit a tree planting plan to the Director of LA County Planning ("Director") for review and approval, depicting the planting location, size and species of the tree plantings required by this grant. Based on the width of the Project Site, four trees shall be planted along each street frontage for a total of eight trees, in accordance with Section 21.32.195 (On-Site Trees). The Subdivider shall post a bond guaranteeing performance of work with Public Works, or provide other proof of plantings to the satisfaction of the Director.
22. A final parcel map is required. A parcel map waiver is not allowed.
23. The subdivider shall demolish the accessory garage and shed on Parcel No. 2 and the pool on Parcel No. 1, prior to final map recordation and provide a copy of the final demolition permit to LA County Planning.

**Attachments:**

Exhibit D-1     Subdivision Committee Report (pages 1- 14)

The following report consisting of 9 pages are the recommendations of Public Works.

The subdivision shall conform to the design standards and policies of Public Works, in particular, but not limited to the following items:

1. Details and notes shown on the tentative map are not necessarily approved. Any details or notes which may be inconsistent with requirements of ordinances, general conditions of approval, or Department policies must be specifically approved in other conditions, or ordinance requirements are modified to those shown on the tentative map upon approval by the Advisory Agency.
2. Easements are tentatively required, subject to review by the Director of Public Works to determine the final locations and requirements.
3. Easements shall not be granted or recorded within areas proposed to be granted, dedicated, or offered for dedication for public streets, highways, access rights, building restriction rights, or other easements until after the final map is filed with the Registrar-Recorder/County Clerk's Office. If easements are granted after the date of tentative approval, a subordination must be executed by the easement holder prior to the filing of the final map.
4. In lieu of establishing the final specific locations of structures on each lot/parcel at this time, the owner, at the time of issuance of a grading or building permit, agrees to develop the property in conformance with the County Code and other appropriate ordinances such as the Building Code, Plumbing Code, Grading Ordinance, Highway Permit Ordinance, Mechanical Code, Zoning Ordinance, Underground of Utilities Ordinance, Water Ordinance, Sanitary Sewer and Industrial Waste Ordinance, Electrical Code, and Fire Code. Improvements and other requirements may be imposed pursuant to such codes and ordinances.
5. Adjust, relocate, and/or eliminate lot lines, lots, streets, easements, grading, geotechnical protective devices, and/or physical improvements to comply with ordinances, policies, and standards in effect at the date the County determined the application to be complete all to the satisfaction of Public Works.
6. All easements existing at the time of final map approval must be accounted for on the approved tentative map. This includes the location, owner, purpose, and recording reference for all existing easements. If an easement is blanket or indeterminate in nature, a statement to that effect must be shown on the tentative map in lieu of its location. If all easements have not been accounted for, submit a corrected tentative map to the Department of Regional Planning for approval.

7. If applicable, quitclaim or relocate easements running through proposed structures.
8. If applicable, label driveway as "Private Driveway and Fire Lane" and delineate on the final map to the satisfaction of Public Works and Fire Department.
9. Remove existing buildings prior to final map approval. Demolition permits and final sign-off from the building inspector are required from the Building and Safety office.
10. A final parcel map must be processed through the Director of Public Works prior to being filed with the Registrar-Recorder/County Clerk's Office.
11. Prior to submitting the parcel map to the Director of Public Works for examination pursuant to Section 66450 of the Government Code, obtain clearances from all affected Departments and Divisions, including a clearance from the Subdivision Mapping Section of the Land Development Division of Public Works for the following mapping items; mathematical accuracy; survey analysis; and correctness of certificates, signatures, etc.
12. If signatures of record title interests appear on the final map, a preliminary guarantee is needed. A final guarantee will be required at the time of filing of the final map with the Registrar-Recorder/County Clerk's Office. If said signatures do not appear on the final map, a title report/guarantee is needed showing all fee owners and interest holders and this account must remain open until the final parcel map is filed with the Registrar-Recorder/County Clerk's Office.
13. Within 30 days of the approval date of this land use entitlement or at the time of the first plan check submittal, the applicant shall deposit the sum of \$2,000 with Public Works to defray the cost of verifying conditions of approval for the purpose of issuing final map clearances.



900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
WWW.DPW.LACOUNTY.GOV

**PARCEL MAP NO.:** 70855

**TENTATIVE MAP DATE:** 02/11/2025

**HYDROLOGY UNIT CONDITIONS OF APPROVAL**

Approval to drainage is recommended with the following conditions.

**Prior to Improvement Plans Approval:**

1. Comply with hydrology study, which was approved on 11/26/2024, or the latest revision, to the satisfaction of the Department of Public Works.

Review by:  Date: 03/11/2025 Phone: (626) 458-4921  
Isaac Carrera

PCA LX001129 / A870  
EPIC LA RTM-PM070855  
EPIC LA ESTU2022000373  
Telephone: (626) 458-4925

Los Angeles County Public Works  
Geotechnical and Materials Engineering Division  
**GEOLOGIC AND GEOTECHNICAL ENGINEERING REVIEW SHEET**  
900 S. Fremont Avenue, Alhambra, CA 91803

Sheet 1 of 1

Tentative Parcel Map 70855 Tentative Map Dated 02/11/2025 Parent Tract ---  
Grading By Subdivider? [Y] (Y or N) 1,616\_yd<sup>3</sup> Location Covina  
Geologist Fred Afiaikian CEG Subdivider Donnabeth LLC  
Soils Engineer Cal Land Engineering & Associates, Inc Engineer/Arch. Tritich Engineering

**Review of:**

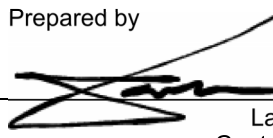
Geologic Report(s) Dated: 06/10/2022  
Soils Engineering Report(s) Dated: 05/23/2022  
Geotechnical Report(s) Dated:  
References: TK Engineering Report, 12/30/2015

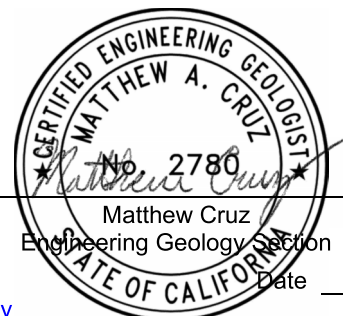
**TENTATIVE MAP FEASIBILITY IS RECOMMENDED FOR APPROVAL FROM A GEOTECHNICAL STANDPOINT**

**PRIOR TO FILING THE FINAL LAND DIVISION MAP THE FOLLOWING CONDITIONS MUST BE FULFILLED:**

1. The final map must be approved by the Geotechnical and Materials Engineering Division (GMED) to assure that all geotechnical requirements have been properly depicted. For Final Map clearance guidelines refer to policy memo GS051.0 in the County of Los Angeles Department of Public Works *Manual for Preparation of Geotechnical Reports*. The Manual is available at: <http://dpw.lacounty.gov/qmed/permits/docs/manual.pdf>.
2. Prior to grading plan approval, a detailed geotechnical report must be submitted that addresses the proposed grading. All recommendations of the geotechnical consultant(s) must be incorporated into the plan. The report must comply with the provisions of the County of Los Angeles Department of Public Works *Manual for Preparation of Geotechnical Reports*. The Manual is available at: <http://dpw.lacounty.gov/qmed/permits/docs/manual.pdf>.
3. The following note must be placed on the Final Map: "Geotechnical Note, Potential Building Site: For grading and corrective work requirements for access and building areas for Lot(s) No(s). 2  
refer to reports by Cal Land Engineering, dated 05/23/2022."
4. At the grading plan stage, submit grading plans to the GMED for verification of compliance with County Codes and policies.

Prepared by

  
Lance Narcida  
Geotechnical Section



Please complete a Customer Service Survey at <http://dpw.lacounty.gov/go/qmedsurvey>

**NOTICE:** Public safety, relative to geotechnical subsurface exploration, shall be provided in accordance with current codes for excavations, inclusive of the Los Angeles County Code, Chapter 11.48, and the State of California, Title 8, Construction Safety Orders.

70855, Covina, 2025-02-27, TM-9-A

1. Approval of this map pertaining to grading is recommended.

**The subdivision shall conform to the design standards and policies of Public Works, in particular, but not limited to the following items:**

**REQUIREMENTS PRIOR TO GRADING PLAN APPROVAL:**

2. Provide approval of:
  - a. The latest hydrology study by the Storm Drain and Hydrology Section of Land Development Division.
  - b. The grading plan by the Geotechnical & Materials Engineering Division (GMED).
  - c. Permits and/or letters of non-jurisdiction from all State and Federal Agencies, as applicable. These agencies may include but may not be limited to the State of California Regional Water Quality Control Board, State of California Department of Fish and Wildlife, State of California Department of Conservation, California Geologic Energy Management Division (CalGEM), and the Army Corps of Engineers.

**REQUIREMENTS PRIOR TO FINAL MAP RECORDATION:**

3. Submit a grading plan for approval. The grading plan must show and call out the following items, including but not limited to: construction of all drainage devices and details, paved driveways, elevation and drainage of all pads, SUSMP and LID devices (fill in whichever is applicable), and any required landscaping and irrigation not within a common area or maintenance easement. Acknowledgement and/or approval from all easement holders may be required.
4. Record a deed restriction to hold future owners responsible for maintaining the drainage devices without obstructing cross-lot drainage.



Name Nargiss Majrooh Date 02/25/2025 Phone (626) 458-4921

\\pw01\pwpublic\ldpub\SUBPCHECK\Plan Checking Files\Parcel Map\PM 070855\GP 070855\2025-02-11 TPM 070855 6TH SUBMITTAL\Tentative Map Conditions PM 70855 Rev 6.doc

The subdivision shall conform to the design standards and policies of Public Works, in particular, but not limited to the following items:

1. Dedicate slope easement 10 feet wide on Covina Hills Road and Holt Avenue to the satisfaction of Public Works.
2. The typical section shown for Covina Hills Road is not necessarily approved as shown. Permission is granted to use the rural street section.
3. Grade the shoulder to the right of way line along both Covina Hills Road and Holt Avenue to the satisfaction of Public Works.
4. Remove any foliage and overgrowth, within the right of way along the property frontage on Covina Hills Road, that may obstruct sight distance to the satisfaction of Public Works.
5. Construct new driveways to the satisfaction of Public Works.
6. Repair any street improvements damaged during construction to the satisfaction of Public Works.
7. Plant street trees along the property frontage and provide an irrigation system for said trees to the satisfaction of Public Works.
8. Execute a covenant for private maintenance of curb/parkway drains; if any, to the satisfaction of Public Works.
9. Prior to final map approval, enter into an agreement with the County franchised cable TV operator (if an area is served) to permit the installation of cable in a common utility trench to the satisfaction of Public Works; or provide documentation that steps to provide cable TV to the proposed subdivision have been initiated to the satisfaction of Public Works.



**LAND DEVELOPMENT DIVISION  
SEWER UNIT**

**PARCEL MAP NO.: 70855**

**TENTATIVE MAP DATED 02-11-2025**

The subdivision shall conform to the design standards and policies of Public Works, in particular, but not limited to the following items:

1. Approved without conditions. There are no existing public sewer facilities within proximity of the project and the applicant proposes to use private sewer systems. The use and installation of a private sewage system (septic system) must be approved by the Department of Public Health (DPH). Please call or email Land Use Program at (626) 430-5380 or [dlanduse@ph.lacounty.gov](mailto:dlanduse@ph.lacounty.gov) for additional information and requirements.

  
Prepared by Nikko Pajarillaga  
pm70855s-rev6.doc

Phone (626) 458-3137

Date 02-18-2025

The subdivision shall conform to the design standards and policies of the Public Works, in particular, but not limited to the following items:

1. The applicant shall comply with the requirements as stipulated by the attached Will Serve letter dated 01/13/2025 from the City of Covina to the satisfaction of Public Works. The Will Serve letter will expire on 01/13/2026; it shall be the sole responsibility of the applicant to renew the aforementioned Will Serve letter upon expiration and abide by all requirements of the water purveyor.

Prepared by Aissa Carrillo<sup>AC</sup>  
pm70855w-rev6.doc

Phone (626) 458-4921

Date 02-26-2025



CITY OF COVINA

[www.covinaca.gov](http://www.covinaca.gov)

125 East College Street • Covina, CA 91723-2199

January 13, 2025

Tritech Engineering Associates  
135 N. San Gabriel Blvd.  
San Gabriel, CA 91775

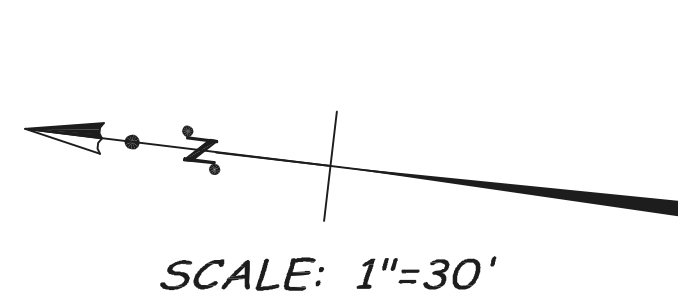
Subject: Statement of Water Service Availability

The property at 20323 E. Holt has an existing water service provided by the City of Covina, Water Division.

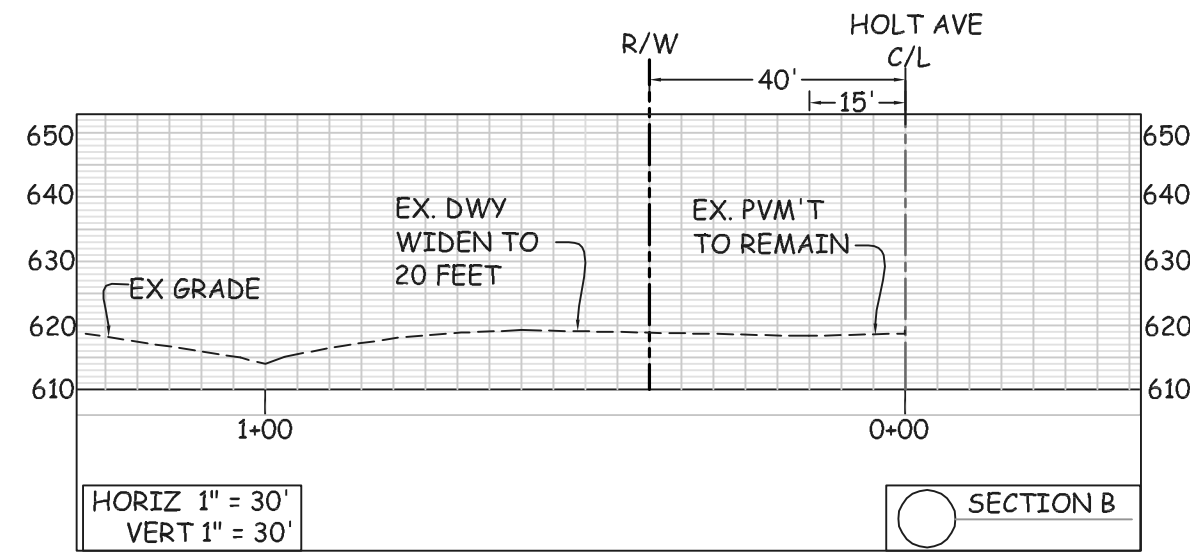
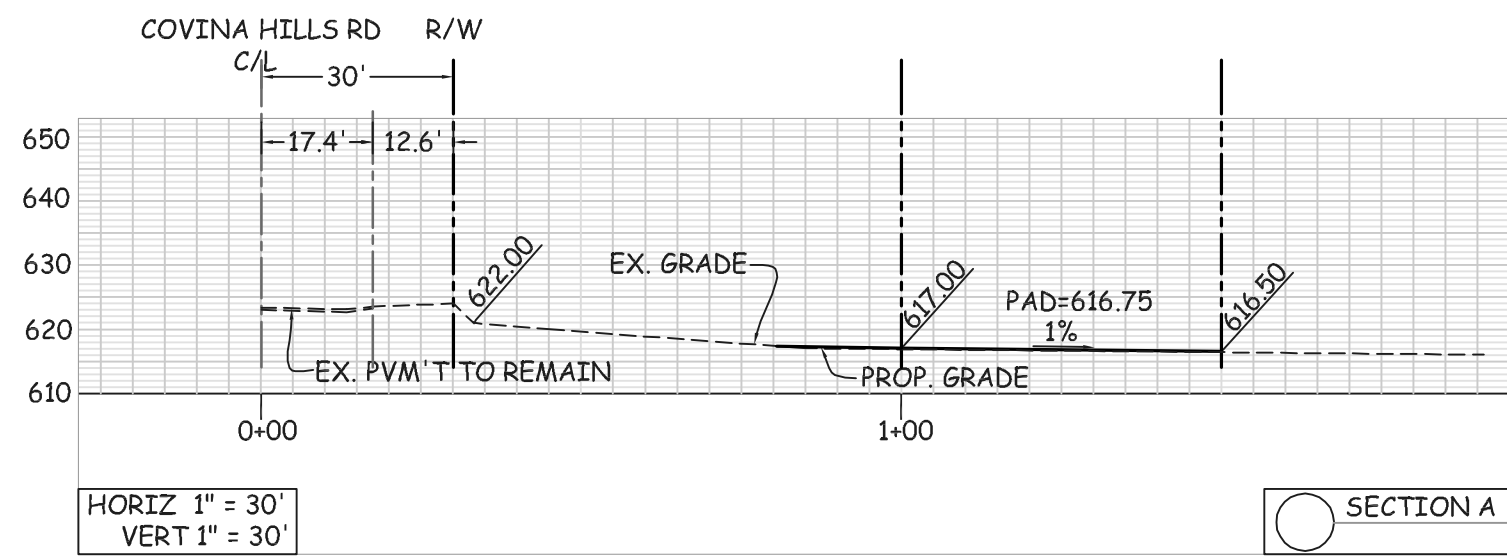
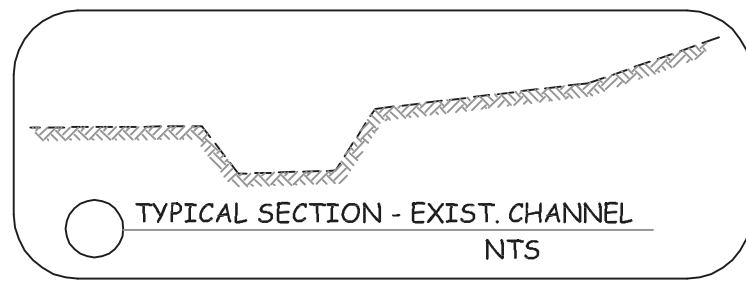
If you require further information, please call (626) 384-5232.

Sincerely,  
Mike Melinte

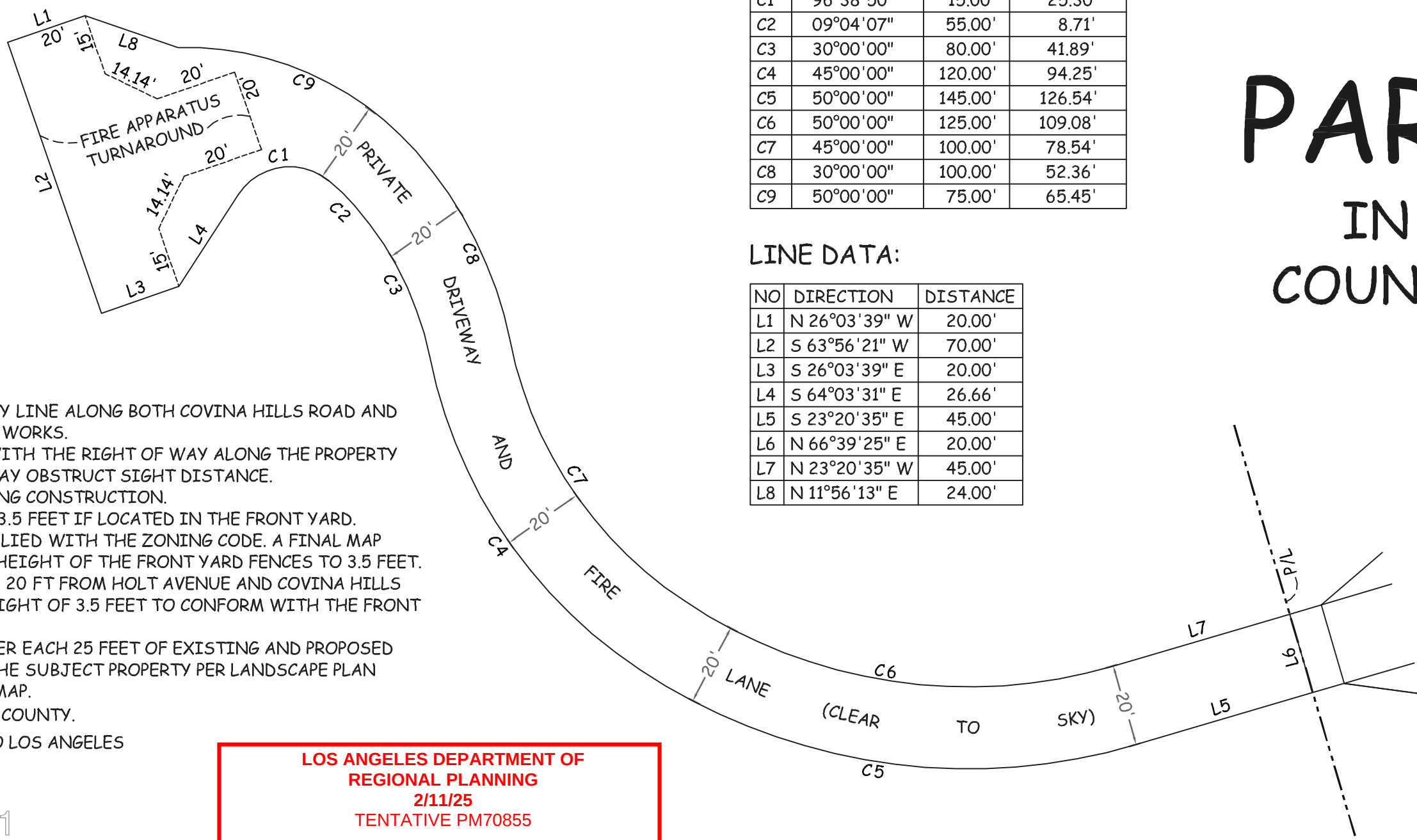
City of Covina  
Water Utility Superintendent  
534 N. Barranca  
Covina, CA 91723



SCALE: 1"=30'



### FIRE LANE DETAILS



### CURVE DATA:

| NO | DELTA ANGLE | RADIUS  | ARC LENGTH |
|----|-------------|---------|------------|
| C1 | 96°38'50"   | 15.00'  | 25.30'     |
| C2 | 09°04'07"   | 55.00'  | 8.71'      |
| C3 | 30°00'00"   | 80.00'  | 41.89'     |
| C4 | 45°00'00"   | 120.00' | 94.25'     |
| C5 | 50°00'00"   | 145.00' | 126.54'    |
| C6 | 50°00'00"   | 125.00' | 109.08'    |
| C7 | 45°00'00"   | 100.00' | 78.54'     |
| C8 | 30°00'00"   | 100.00' | 52.36'     |
| C9 | 50°00'00"   | 75.00'  | 65.45'     |

### LINE DATA:

| NO | DIRECTION     | DISTANCE |
|----|---------------|----------|
| L1 | N 26°03'39" W | 20.00'   |
| L2 | S 63°56'21" W | 70.00'   |
| L3 | S 26°03'39" E | 20.00'   |
| L4 | S 64°03'31" E | 26.66'   |
| L5 | S 23°20'35" E | 45.00'   |
| L6 | N 66°39'25" E | 20.00'   |
| L7 | N 23°20'35" W | 45.00'   |
| L8 | N 11°56'13" E | 24.00'   |

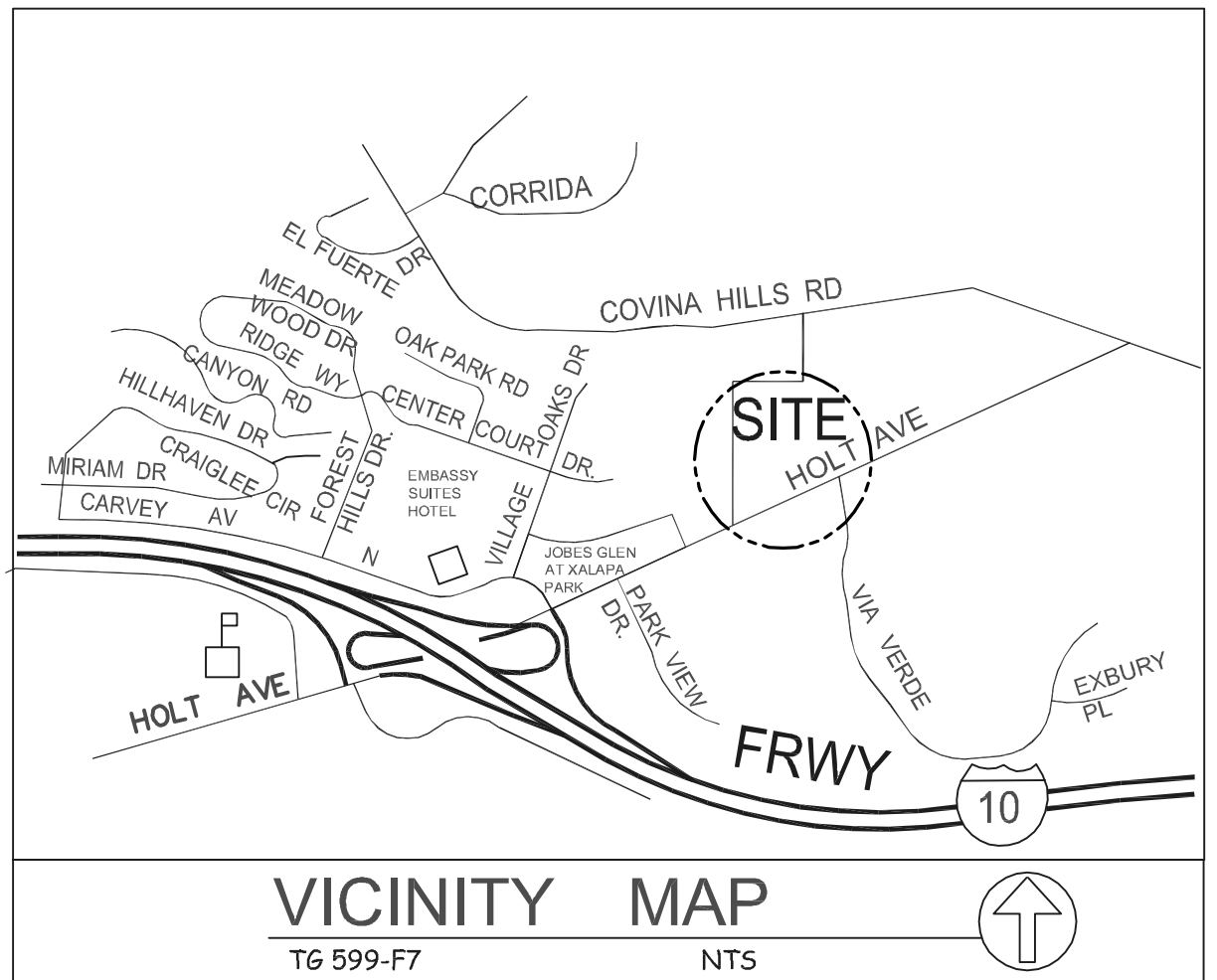
### NOTES:

1. CONST. NEW DWY AND D/A IN PARCELS 1&2.
2. GRADE THE SHOULDER TO THE RIGHT OF WAY LINE ALONG BOTH COVINA HILLS ROAD AND HOLT AVE TO THE SATISFACTION OF PUBLIC WORKS.
3. REMOVE ANY FOLIAGE AND OVERGROWTH, WITH THE RIGHT OF WAY ALONG THE PROPERTY FRONTAGE ON COVINA HILLS ROAD, THAT MAY OBSTRUCT SIGHT DISTANCE.
4. REPAIR ANY IMPROVEMENTS DAMAGED DURING CONSTRUCTION.
5. HEIGHT OF PROPOSED BERM IS LIMITED TO 3.5 FEET IF LOCATED IN THE FRONT YARD.
6. ALL FUTURE FENCES/WALLS ARE TO BE COMPLIED WITH THE ZONING CODE. A FINAL MAP CONDITION WILL INCLUDE LOWERING THE HEIGHT OF THE FRONT YARD FENCES TO 3.5 FEET. THE EXISTING CHAIN LINK FENCES WITHIN 20 FT FROM HOLT AVENUE AND COVINA HILLS ROAD MUST BE REDUCED TO A MAXIMUM HEIGHT OF 3.5 FEET TO CONFORM WITH THE FRONT YARD HEIGHT LIMIT OF 3.5 FEET.
7. THE ONSITE TREE PLANTING OF ONE TREE PER EACH 25 FEET OF EXISTING AND PROPOSED STREET/LOT FRONTAGE LOCATED WITHIN THE SUBJECT PROPERTY PER LANDSCAPE PLAN PRIOR TO THE RECORDATION OF THE FINAL MAP.
8. 10' WIDE SLOPE EASEMENT TO LOS ANGELES COUNTY. "CLEAR TO SKY"

LOS ANGELES DEPARTMENT OF  
REGIONAL PLANNING  
2/11/25  
TENTATIVE PM70855

POR. OF LOT 21  
TRACT NO. 13648  
M.B. 281-12-15  
APN : 8447-027-015

County of Los Angeles  
Fire Department  
Fire Prevention Division  
Land Development Unit  
**CLEARED FOR  
PUBLIC HEARING**



### PROJECT:

2 PARCELS SUBDIVISION  
@ 20323 HOLT AVENUE  
COVINA, CA 91724  
APN: 8447-027-014

### OWNER/DEVELOPER:

DONNABETH LLC  
HUI-MEI YOUNG HUANG  
935 WINSTON AVENUE  
SAN MARINO CA 91108  
TEL: (626) 796-2869  
FAX: (626) 405-8108

### PREPARED BY:

TRITECH ENGINEERING GROUP INC.  
135 N SAN GABRIEL BLVD  
SAN GABRIEL, CA 91775  
TEL: (626) 570-1918  
EMAIL: INFO@TRITECHENGINEER.COM

### PARCEL NOTES:

ZONE (PRESENT/PROPOSED): A-1 (40,000 SF)  
LOT SIZE (GROSS/NET) : 134,372 S.F. (3.085 AC)  
EXISTING LAND USE: ONE SINGLE FAMILY RESIDENCE  
PROPOSED LAND USE: ONE SINGLE FAMILY RESIDENCE ON EACH PARCEL

### PROPOSED PARCEL 1:

TOTAL GROSS AREA: 88,567 S.F. (2.033 AC)  
TOTAL NET AREA: 76,410 S.F. (1.754 AC)  
PROPOSED PARCEL 2:

TOTAL GROSS AREA: 45,805 S.F. (1.052 AC)  
TOTAL NET AREA: 43,732 S.F. (1.004 AC)

### ESTIMATED EARTHWORK:

CUBIC YARDS OF CUT 1,151 CUBIC YARDS OF FILL 465  
TOTAL: 1,616 CUBIC YARDS, EXPORT: 686 CUBIC YARDS.  
OVER EXCAVATION / ALLUVIAL REMOVAL & COMPACTION 0 CUBIC YARD.  
CUT AND FILL AMOUNT IS ESTIMATED ONLY. ACTUALLY AMOUNT  
MAY VARY DUE TO OTHER UNKNOWN FACTORS. (SITE CONDITION,  
SOIL ENGINEER'S RECOMMENDATION)

### ABBREVIATIONS:

AC ..... Asphalt Concrete  
CBW ..... Bottom of retaining wall  
CONC ..... Concrete  
PAD ..... Proposed buildable area  
C & G ..... Curb and Gutter  
D/A ..... Driveway Apron  
DWY ..... Driveway  
E.C ..... End of curve  
EP ..... Edison Pole  
EX ..... Existing  
FL ..... Flow Line Elevation  
P.C.C ..... Point of compound curve  
P/L ..... Property Boundary Line  
PM ..... Parking meters  
P.V.M.T ..... Pavement  
RW ..... Retaining Wall  
SMH ..... Sewer Manhole  
TC ..... Top of Curb Elevation  
PROP ..... Proposed  
TW ..... Top of Retaining Wall  
WF ..... Wooden Fence  
WL ..... Water Lateral  
WM ..... Water Meter  
WV ..... Water Valve  
W/W ..... Walkway  
TBR ..... To Be Removed

### LEGEND:

(100.25) ..... Existing Elevation  
- - - - - Ex. Ground Contour Line  
- X - X - Chain Link Fencing  
- - - - - Wrought Iron Fence  
- - - - - Ex. Structure  
- - - - - Street Light  
..... Ex. Tree, Diameter  
..... Palm Tree  
..... To be removed  
..... Easement Area  
..... Fire Lane  
..... Prop. Flow Line for Swale  
..... Prop. Sheet Flow  
..... Ex. Flow

### UTILITIES:

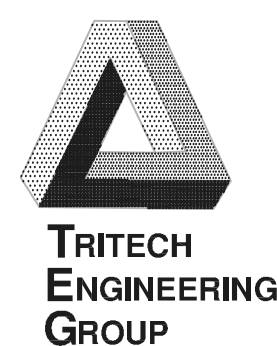
WATER: CITY OF COVINA  
(TEL) 626-858-7267  
SOUTHWEST WATER COMPANY  
(TEL) 626-416-1789  
GAS: SOUTHERN CALIFORNIA GAS CO.  
(TEL) 213-244-1200  
ELECTRIC: EDISON INTERNATIONAL  
(TEL) (800) 655-4555  
TELEPHONE: VERIZON  
(TEL) (800) 427-2200  
CATV: TIME WARNER  
(TEL) (888) 255-5789  
STORAGE TANK: 125 S. BALDWIN AVE  
ARCADIA, CA 91007  
(TEL) 626-446-5227

### EASEMENT NOTES:

5' WIDE EASEMENT FOR IRRIGATION PIPE LINE PURPOSES RESERVED  
IN DEED REC. 8-9-1957, IN BOOK 55294-222, O.R. TO REMAIN.  
20' RECIPROCAL EASEMENT PER DEED REC. 12-23-88 AS INST.  
NO. 88-2057045, 88-2057044 AND IN DEED REC 8-9-1957 AS DOC.  
NO. 1524 FOR ROAD PURPOSES. TO REMAIN.  
6' WIDE EASEMENT OF SCE COMPANY PER DOCUMENT NO. 4227,  
REC 8/22/1961. TO REMAIN.

### COUNTY OF LOS ANGELES BENCHMARK

BENCH MARK NO. (B.M.) N64653  
QUAD (YEAR) SAN DIMAS (2005)  
ELEVATION 619.724  
DESCRIPTION: L&BR IN N CB 13FT E/O BCR @ NE COR  
COVINA HILLS RD & LA CARLOTA RD



SUBDIVISION  
LAND SURVEY  
CIVIL ENGINEERING  
& DESIGN

135 N. SAN GABRIEL BLVD.  
SAN GABRIEL, CA 91775  
TEL: (626) 570-1918  
EMAIL: info@tritechengineer.com

### TENTATIVE PARCEL MAP NO. 70855

|                                       |                    |                   |
|---------------------------------------|--------------------|-------------------|
| SCALE: 1"=30'                         | APN : 8447-027-014 | DRAWN BY: JH      |
| DATE: 11/25/2024                      |                    | REVISED: SMITH    |
| 20323 HOLT AVENUE<br>COVINA, CA 91724 |                    | JOB NO.<br>141222 |
| SHEET 1 OF 1 SHEET                    |                    |                   |



LOS ANGELES COUNTY  
DEPARTMENT OF PARKS AND RECREATION  
**PARK OBLIGATION REPORT**



Tentative Map # **70855**  
Park Planning Area # **15**

DRP Map Date: **05/01/2024** SCM Date: **05/11/2023**  
CSD: **N/A**

Report Date: **03/12/2025**  
Map Type: **Tentative Map - Parcel**

Total Units  = Proposed Units  + Exempt Units

**Park land obligation in acres or in-lieu fees:**

|               |                |
|---------------|----------------|
| ACRES:        | <b>0.01</b>    |
| IN-LIEU FEES: | <b>\$4,169</b> |

Sections 21.24.340, 21.24.350, 21.28.120, 21.28.130, and 21.28.140, the County of Los Angeles Code, Title 21, Subdivision Ordinance provide that the County will determine whether the development's park obligation is to be met by:

- 1) the dedication of land for public or private park purpose or,
- 2) the payment of in-lieu fees or,
- 3) the provision of amenities or any combination of the above.

The specific determination of how the park obligation will be satisfied will be based on the conditions of approval by the advisory agency as recommended by the Department of Parks and Recreation.

The Representative Land Value (RLVs) in Los Angeles County Code (LACC) Section 21.28.140 are used to calculate park fees and are adjusted annually, based on changes in the Consumer Price Index. The new RLVs become effective July 1st of each year and may apply to this subdivision map if first advertised for hearing before either a hearing officer or the Regional Planning Commission on or after July 1st pursuant to LACC Section 21.28.140, subsection 3. Accordingly, the park fee in this report is subject to change depending upon when the subdivision is first advertised for public hearing.

**The park obligation for this development will be met by:**

The payment of \$4,169 in lieu fees.

**Trails:**

No Trails

**Comments:**

The map proposes two (2) single-family units. One (1) single-family home to remain; net increase of one units.

**For further information or to schedule an appointment to make an in-lieu fee payment:**

Please contact Loretta Quach at [lquach@parks.lacounty.gov](mailto:lquach@parks.lacounty.gov) or (626) 588-5305

Department of Parks and Recreation, 1000 S. Fremont Avenue, Building A-9 West, Alhambra, California 91803.

By: *Loretta Quach*  
Loretta Quach, Departmental Facilities Planner I



LOS ANGELES COUNTY  
DEPARTMENT OF PARKS AND RECREATION  
**PARK OBLIGATION WORKSHEET**



Tentative Map # **70855**  
Park Planning Area # **15**

DRP Map Date: **05/01/2024** SCM Date: **05/11/2023**  
CSD: **N/A**

Report Date: **03/12/2025**  
Map Type: **Tentative Map - Parcel**

The formula for calculating the acreage obligation and or in-lieu fee is as follows:

$$(P)\text{eople} \times (0.0030) \text{ Ratio} \times (U)\text{nits} = (X) \text{ acres obligation}$$
$$(X) \text{ acres obligation} \times \text{RLV/Acre} = \text{In-Lieu Base Fee}$$

Where P = Estimate of number of People per dwelling unit according to the type of dwelling unit as determined by the U.S. Census  
Ratio = The subdivision ordinance provides a ratio of 3.0 acres of park land for each 1,000 people generated by the development. This ratio is calculated as "0.0030" in the formula.  
U = Total approved number of Dwelling Units.  
X = Local park space obligation expressed in terms of acres.  
RLV/Acre = Representative Land Value per Acre by Park Planning Area.

Total Units **2** = Proposed Units **1** + Exempt Units **1**

Park Planning Area = **15**

| Type of dwelling unit | People *    | Ratio<br>3.0 Acres/ 1000 People | Number of Units | Acre Obligation |
|-----------------------|-------------|---------------------------------|-----------------|-----------------|
| Detached S.F. Units   | <b>3.86</b> | <b>0.0030</b>                   | <b>1</b>        | <b>0.01</b>     |
| M.F. < 5 Units        | <b>2.60</b> | <b>0.0030</b>                   | <b>0</b>        | <b>0.00</b>     |
| M.F. >= 5 Units       | <b>3.00</b> | <b>0.0030</b>                   | <b>0</b>        | <b>0.00</b>     |
| Mobile Units          | <b>3.20</b> | <b>0.0030</b>                   | <b>0</b>        | <b>0.00</b>     |
| Exempt Units          |             |                                 | <b>1</b>        | <b>0.00</b>     |
| <b>TOTAL</b>          |             |                                 | <b>2</b>        | <b>0.01</b>     |

| Ratio      | Acre Obligation | RLV / Acre | In-Lieu Base Fee |
|------------|-----------------|------------|------------------|
| @ (0.0030) | 0.01            | \$359,936  | <b>\$4,169</b>   |

| Lot #                              | Provided Space | Provided Acres | Credit (%) | Acre Credit |
|------------------------------------|----------------|----------------|------------|-------------|
| 0                                  |                | 0.00           | 100.00%    | 0.00        |
| <b>Total Provided Acre Credit:</b> |                |                |            | <b>0.00</b> |

| Acre Obligation |      | Net Obligation | RLV / Acre | In-Lieu Fee Due |
|-----------------|------|----------------|------------|-----------------|
| 0.01            | 0.00 | 0.01           | \$359,936  | <b>\$4,169</b>  |



**BARBARA FERRER, Ph.D., M.P.H., M.Ed.**  
Director

**MUNTU DAVIS, M.D., M.P.H.**  
County Health Officer

**ANISH P. MAHAJAN, M.D., M.S., M.P.H.**  
Chief Deputy Director

**NICHOLE QUICK, M.D., M.P.H.**  
Deputy Director for Health Protection

**LIZA FRIAS, REHS**  
Director of Environmental Health

**SCOTT ABBOTT, REHS, M.P.A.**  
Assistant Director of Environmental Health

5050 Commerce Drive  
Baldwin Park, California 91706  
TEL (626) 430-5374 • FAX (626) 813-3000

[www.publichealth.lacounty.gov/eh/](http://www.publichealth.lacounty.gov/eh/)

February 13, 2025

TO: Joshua Huntington  
Supervising Regional Planner  
Department of Regional Planning

Attention: Marie Pavlovic

FROM: Charlene Contreras   
Director, Community Protection Branch  
Department of Public Health

**SUBJECT: SUBDIVISION REQUEST -TENTATIVE MAP - PARCEL  
CASE: RTM-PM070855  
PROJECT: PM70855  
20323 E HOLT AVENUE COVINA CA 91724**

Thank you for the opportunity to review the application and subdivision request for the subject property. This project proposes a land division to create 2 single family lots on a 3.08-acre parcel.

Public Health recommends clearance of the aforementioned project. This clearance is conditioned by the proposed use of public water and onsite wastewater treatment systems (OWTS). The applicant provided a Statement of Water Service Availability letter from City of Covina dated January 09, 2024. Moreover, the applicant submitted a Percolation Feasibility report dated June 10, 2022, for the proposed subdivision (APN-8447-027-014). The report indicated based on field exploration, testing, engineering, and geologic analysis the project site is suited for the proposed use of an OWTS. Any change of methods for the provision of potable water and sewage disposal shall invalidate this approval.



**BOARD OF SUPERVISORS**

**Hilda L. Solis**  
First District

**Holly J. Mitchell**  
Second District

**Lindsey P. Horvath**  
Third District

**Janice Hahn**  
Fourth District

**Kathryn Barger**  
Fifth District

- ☒ Public Health conditions for this project have been met as of the date of this letter. Public Health recommends clearance of the aforementioned project.
- ☐ Public Health **DOES NOT** recommend clearance of the subject project and requires that the following conditions and/or information requested below are addressed prior to agency approval:

1. Community Protection Branch: Environmental Hygiene

**Please Note:** The following are general requirements for Noise and Air Quality recommendations for the proposed project.

1.1 Noise

- 1.1.1 The applicant shall abide by the requirements contained in Title 12, Section 12.08. Noise Control Ordinance for the County of Los Angeles (reference available at [municode.com](http://municode.com)). The sections in Title 12 that apply to this project include but are not limited to: 12.08.390 Exterior Noise Standards, 12.08.440 Construction Noise and 12.08.530 Residential Air-Conditioning.

1.2 Air Quality Recommendation

- 1.2.1 During grading or excavation activities if applicable, application of dust control measures to minimize fugitive dust is recommended. Fugitive dust can result in worker and public exposure to fungal spores such as *Coccidioides immitis*, which can cause Coccidioidomycosis (Valley Fever). Adhere to applicable Air Quality Management District (AQMD) regulations.

For questions regarding above comments, please contact Makkaphoeum Em, Environmental Hygiene Program at (626) 430-5201 or [mem@ph.lacounty.gov](mailto:mem@ph.lacounty.gov).

If you have any other questions or require additional information, please contact Veronica Aranda of Public Health, Land Use Liaison at (626) 430-5201 or [varanda@ph.lacounty.gov](mailto:varanda@ph.lacounty.gov).

**LOS ANGELES COUNTY**  
**DEPARTMENT OF REGIONAL PLANNING**  
**FINDINGS OF THE REGIONAL PLANNING COMMISSION**  
**AND ORDER**  
**PROJECT NO. PM070855**  
**OAK TREE PERMIT NO. RPPL2023006707**

**RECITALS**

1. **HEARING DATE(S).** The Los Angeles County ("County") Regional Planning Commission ("Commission") conducted a duly-noticed public hearing on September 17, 2025, in the matter of Project No. PM070855, consisting of Oak Tree Permit ("OTP") No. 070855. The OTP was heard concurrently with Vesting Tentative Parcel Map ("Tentative Map"). Both entitlement requests are collectively referred to as the "Project".
2. **HEARING PROCEEDINGS.** The Commission held a duly notice public hearing on the project permit and tentative map on September 17th 2025. The Commission heard of presentation from LA County Planning staff and the project representative made himself available for questions. There being no further testimony, the Commission voted unanimous unanimously to approve the project.
3. **ENTITLEMENT REQUESTED.** The Permittee, Donnabeth, LLC ("Permittee"), requests the OTP to authorize the encroachment into the protected zone of three non-heritage oak trees, including two retroactive encroachments, on a property located at 20323 East Holt Avenue in the unincorporated community of Walnut Islands in the A-1-40,000 (Light Agricultural - 40,000 Square Feet Minimum Required Lot Area) zone pursuant to Los Angeles County Code ("County Code") Section 22.16.030 (Land Use Regulations for Zones A-1, A-2, O-S, R-R, and W) and Chapter 21.174 (Oak Tree Permits).
4. **RELATED ENTITLEMENT.** The Tentative Map is a related request to create two lots on 3.08 gross acres pursuant to County Code Chapters 21.38 (Vesting Tentative Map) and 21.48 (Minor Land Divisions).
5. **LOCATION.** The Project is located at 20323 East Holt Avenue within the Covina Highlands Zoned District within the East San Gabriel Valley Planning Area ("Project Site").
6. **DEEMED COMPLETE.** The Project was deemed complete on May 1, 2024, prior to the adoption of the East San Gabriel Valley Area Plan ("ESGVA") on May 21, 2024.
7. **LAND USE DESIGNATION.** The Project Site is located within the H2 (Residential 2 - 0 to 2 Dwelling Units Per Net Acre) land use category of the General Plan Land Use Policy Map. Since the Project was deemed complete prior to the adoption of the ESGVA and effective the same

day, it is subject to the General Plan and the ESGVA Planning Area Standards District Ordinance does not apply.

8. **ZONING.** The Project Site is located in the Covina Highlands Zoned District and is currently zoned A-1-40,000.
9. **SURROUNDING LAND USES AND ZONING.** The land use and zoning did not change for the Project site nor the surrounding properties within 500 feet with the adoption of the ESGVA.

| LOCATION | GENERAL PLAN<br>LAND USE POLICY | ZONING                     | EXISTING USES |
|----------|---------------------------------|----------------------------|---------------|
| NORTH    | H2                              | A-1-40,000                 | SFR           |
| EAST     | H2                              | A-1-40,000                 | SFR           |
| SOUTH    | H2, City of Covina              | A-1-40,000, City of Covina | SFR           |
| WEST     | H2, City of Covina              | A-1-40,000, City of Covina | SFR           |

**10. PROJECT AND SITE PLAN DESCRIPTION.**

A. Existing Site Conditions

The Project Site is 3.08 gross acres (2.75 net acres) in size and consists of two legal lots, tied together through a County Assessor's lot tie. The Project Site is a through lot with gentle-sloping topography and is developed with accessory residential structures, including a garage, shed, pool, stairs, etc. The existing single-family residence ("SFR") and one garage were demolished in 2023.

B. Site Access

The Project Site is accessible via Covina Hills, a 60-foot-wide local public street to the north and Holt, an 80-foot-wide local public street, to the south. The Project Site is a through lot; therefore, each parcel will have direct access.

C. Vesting Tentative Parcel Map

The Vesting Tentative Parcel Map dated February 11, 2025, depicts two proposed parcels. Parcel No. 1 fronts Holt Avenue and has leftover stairs and an existing pool. The stairs will be retained and the pool will be removed. Parcel No. 1 is 2.03 gross (1.75 net) acres in size and has a 20-foot-wide private driveway and fire lane with a fire turnaround. Parcel No. 2 fronts Covina Hills Road and is one net acre in size. A 10-foot-wide driveway and a 5,000-square-foot pad are depicted on said parcel. The detached garage currently located on said parcel will be demolished. The Project Site has a five-foot-high perimeter fence that serves as security fencing for the vacant lot, which will be brought into compliance prior to issuance of a building permit for the respective parcel.

D. Internal Circulation

Each parcel has direct access to a public street. Parcel No. 1 fronts Covina Hills Road and is depicted with a 10-foot-wide driveway. Parcel No. 2 fronts Holt Avenue and will utilize a 20-foot-wide private driveway and fire lane with a fire turnaround.

E. Oak Trees

Nine non-heritage oak trees form a woodland. Five are located on-site and four are located off-site. All oak trees will remain on and off-site. An encroachment into the protected zone of tree No. 80 will occur as a result of bringing an over-height chain-link fence into conformance. The five-foot-high fence is established along the property lines forming the front yard along Covina Hills Road. The oak tree is located in the southwest corner of proposed Parcel No. 2. Retroactive encroachments into the protected zone of tree Nos. 32 and 33 occurred when the SFR and garage, formerly located on Parcel No. 1, were demolished. No oak trees have or will be removed as a result of Project implementation.

**11. CEQA DETERMINATION.**

Prior to the Commission's public hearing on the Project, County Department of Regional Planning ("LA County Planning") Staff determined that the Project qualifies for a Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land) and Class 15 (Minor Land Divisions) categorical exemptions from the California Environmental Quality Act (Public Resources Code section 21000, et seq.) ("CEQA"), the State CEQA Guidelines, and the Environmental Document Reporting Procedures and Guidelines for the County, on the basis that the Project involves subdividing four or less parcels. A Class 1 Categorical Exemption is appropriate for the removal of all existing accessory structures (garage, shed, pool) except for the stairs, as well as the modification to an existing fence or fence replacement. No oak trees have or will be removed as a result of Project implementation. Therefore, the Project will not have a significant impact on any individual tree or the collective oak woodland. A Class 4 Categorical Exemption is appropriate because the retroactive oak tree encroachments and proposed oak tree encroachment qualify as minor landscaping work that would not significantly impact the tree with adherence to the oak tree-specific conditions of approval. A Class 15 Categorical Exemption is appropriate because the Project will create two parcels, which does not exceed the four-parcel limit. The Project Site has an average slope of less than 20 percent, is located in an urbanized area, will be served by public water, and fronts public streets.

The Project is not on a list maintained by the California Department of Toxic Substance Control and the Regional Water Quality Control Board and does not contain any registered historic resources. The Project is also not located near a scenic highway. Further, there is no reasonable possibility that the activity will have a significant effect on the environment due

to unusual circumstances, nor cumulative impacts. Therefore, there are no exceptions to the exemption and the project is categorically exempt.

12. **PUBLIC COMMENTS.** Staff have not received any comments at the time of report preparation.

13. **AGENCY RECOMMENDATIONS.**

A. County Fire Department Forestry Division ("Fire Forester"): Recommended conditions of approval in a letter dated May 5, 2025.

14. **LEGAL NOTIFICATION.** Pursuant to Section 22.222.160 (Notification Radius) of the County Code, the community was properly notified of the public hearing by mail, and newspaper (Daily Journal), and property posting. Additionally, the Project was noticed and case materials were available on LA County Planning's website. On August 7, 2025, a total of 103 Notices of Public Hearing were mailed to all property owners as identified on the County Assessor's record within a 1,000-foot radius from the Project Site, as well as 103 notices to those on the courtesy mailing list for the Covina Highlands Zoned District and to any additional interested parties.

#### **GENERAL PLAN CONSISTENCY FINDINGS**

15. **LAND USE POLICY.** The Commission finds that the Project is consistent with the goals and policies of the General Plan because the H2 land use category is intended for SFRs at a maximum density of two dwelling units per net acre. Based on the size of the property (approximately three acres), the maximum allowable density is seven dwelling units. Therefore, the Project is consistent in use and density with its H2 land use category.

16. **GOALS AND POLICIES.** The Commission finds that the Project is consistent with the goals and policies of the General Plan:

*General Plan - Goal LU 3: A development pattern that discourages sprawl and protects and conserves areas with natural resources and Significant Ecological Areas ("SEAs"). Policy LU 3.3: Discourage development in undeveloped areas where infrastructure and public services do not exist, or where no major infrastructure projects are planned.*

The Project is proposed in an already developed area where additional infrastructure and public services are not required. The Project Site is located in an urbanized area and is an infill project because it is already surrounded by residential development. The Project Site is not located within an SEA. There are nine existing non-heritage oak trees that will be protected in place with Project conditions of approval.

*Goal LU 4: Infill development and redevelopment that strengthens and enhances communities. Policy LU 4.1: Encourage infill development in urban and suburban areas on vacant, underutilized, and/or brownfield sites.*

The Project is an infill development because it is located in an urbanized area and surrounded by existing development. The Project will divide 3.08 gross acres (2.75 net acres), resulting in the potential gain of an additional primary unit. The Project Site is a through lot; therefore, there are two public street frontages, which is an ideal configuration for each new lot to have its own direct access.

Policy C/NR 3.1: Conserve and enhance the ecological function of diverse natural habitats and biological resources.

The Project does not propose removal of any oak trees on or off-site. The Project will adhere to the Conditions of Approval, so that oak trees are protected in place as the Project is built out.

#### **ZONING CODE CONSISTENCY FINDINGS**

17. **DEEMED COMPLETE.** The Commission finds that the Project was deemed complete on May 1, 2024. As such, it is subject to the applicable local regulations in place at that time pursuant to County Code Section 22.246.020 (Applicability of Zone Changes and Ordinance Amendments).
18. **PERMITTED USE IN ZONE.** The Commission finds that the Project is consistent with the A-1-40,000 zoning classification as single-family homes are permitted in such zone pursuant to County Code Section 22.16.030 (Land Use Regulations for Zones A-1, A-2, O-S, R-R, and W). Currently, the Project Site contains accessory structures that were built in connection with the former single-family residence, which was demolished in 2023. All accessory structures are required to be demolished prior to final map recordation, unless. Currently, the Project Site contains accessory structures that were built in connection with the former SFR, which was demolished in 2023. All accessory structures are required to be demolished prior to final map recordation, except for the stairs which will remain in place.
19. **FENCES AND WALLS.** The Commission finds that the Project is consistent with the standard identified in County Code Section 22.110.070 (Fences and Walls) with implementation of Project conditions. An existing five-foot-high perimeter fence encloses the Project Site. The northerly and southerly portions of the fence along the roads will be lowered to 3.5 feet in height to conform to the front yard fence height requirements of County Code Title 22 (Planning and Zoning), and the Project has been conditioned accordingly.
20. **GRADING.** The Commission finds that the Project is consistent with the standard identified in County Code Section 21.48.040 (Items Required for Parcel Maps). The total volume of grading

proposed for related subdivision improvements is 2,302 cubic yards (“cy”), including 1,151 cy of cut, 465 cy of fill, and 686 cy of export.

21. **AFFORDABLE HOUSING REPLACEMENT.** The Commission finds that the Project does not include affordable replacement units pursuant to County Code Chapter 22.119 (Affordable Housing Replacement) and Government Code Section 66300.5 because the SFR that was demolished was a market-rate unit that was not tenant-occupied in the last five years prior to application, nor withdrawn from rent or lease in the last 10 years prior to application. Future for-sale units will effectively replace the for-sale unit that was demolished. Therefore, affordable housing replacement does not apply to the Project.

#### **OAK TREE PERMIT FINDINGS**

22. **The Commission finds that the proposed construction or proposed use will be accomplished without endangering the health of the remaining oak trees subject to Title 22 regulations on the subject property.** All oak trees will remain, protected on-site and off-site. The Project conditions of approval require protective fencing to be erected around the trees as well as the planting of mitigation trees should any protected tree fail as a result of the approved encroachments, and to require the use of hand tools to minimize and prevent damage to any of the on-site trees to be encroached upon.
23. **The Commission finds that the removal or relocation of the oak trees proposed will not result in soil erosion through the diversion of increased flow of surface waters which cannot be satisfactorily mitigated.** The Project Site was previously developed with an SFR and related accessory structures. The SFR and one garage were demolished in 2023. All remaining accessory structures (pool, shed, and garage), except the stairs, will be demolished. The Project conditions of approval ensure grading will comply with County Code and prevent soil erosion.
24. **The Commission finds that the removal or relocation of the oak trees proposed is necessary as continued existence at present locations frustrates the planned improvement or proposed use of the subject property to such an extent that (i) Alternative development plans cannot achieve the same permitted density or that the cost of such alternative would be prohibitive, or (ii) Placement of such oak trees precludes the reasonable and efficient use of such property for a use otherwise authorized.** The Commission finds that there are a total of nine existing oak trees, five on-site and four off-site. None of the trees are heritage oaks. A total of three on-site oak trees will be encroached upon. Past demolition of the SFR on Parcel 1 encroached upon two trees (Nos. 32 and 33), and future modification or replacement of the existing fence along Covina Hills Road that is located within the protected zone of one oak tree (No. 80). All other oak trees will remain in place.
25. **The Commission finds that the removal of the oak trees proposed will not be contrary to or be in substantial conflict with the intent and purpose of the Oak Tree Permit procedure.**

The Commission finds that no oak trees will be removed as a result of this Project. The Commission further finds that the retroactive encroachments and proposed encroachment that would bring an existing non-conforming fence into compliance with the County Code Title 22 (Planning and Zoning), and do not conflict with the intent of the Oak Tree Ordinance.

### **ENVIRONMENTAL FINDINGS**

26. The Commission finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines section(s) 15301, 15304, and 15315 [Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land), and Class 15 (Minor Land Divisions) categorical exemptions]. A Class 1 Categorical Exemption is appropriate for the removal of all existing accessory structures (garage, shed, pool) except for the stairs, as well as the modification to an existing fence or fence replacement. No oak trees have or will be removed as a result of Project implementation. Therefore, the Project will not have a significant impact on any individual tree or the collective oak woodland. A Class 4 Categorical Exemption is appropriate because the retroactive oak tree encroachments and proposed oak tree encroachment qualify as minor landscaping work that would not significantly impact the tree with adherence to the oak tree-specific conditions of approval. A Class 15 Categorical Exemption is appropriate because the Project will create two parcels, which does not exceed the four-parcel limit. The Project Site has an average slope of less than 20 percent, is located in an urbanized area, will be served by public water, and fronts public streets.

The Project is not on a list maintained by the California Department of Toxic Substance Control and the Regional Water Quality Control Board and does not contain any registered historic resources. The Project is also not located near a scenic highway. The retroactive oak tree encroachments and proposed oak tree encroachment, to lower the height of a front yard or replace the fence, qualify as minor landscaping work which would not significantly impact the tree with adherence to the oak tree specific conditions of approval. Further, there is no reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances, nor cumulative impacts. Therefore, there are no exceptions to the exemption and therefore the project is categorically exempt.

### **ADMINISTRATIVE FINDINGS**

27. **PUBLIC MEETINGS.** The Commission finds that pursuant to SB 330 (The Housing Crisis Act), the number of publicly held meetings does not exceed the five-meeting limit. One meeting occurred on the following date:
- Commission Hearing held on September 17, 2025.
28. **LOCATION OF DOCUMENTS.** The location of the documents and other materials constituting the record of proceedings upon which the Commission's decision is based in this matter is at

LA County Planning, 13th Floor, Hall of Records, 320 West Temple Street, Los Angeles, California 90012. The custodian of such documents and materials shall be the Section Head of the Subdivisions Section, LA County Planning.

**BASED ON THE FOREGOING, THE REGIONAL PLANNING COMMISSION CONCLUDES THAT:**

- A. The proposed construction or proposed use will be accomplished without endangering the health of the remaining oak trees subject to County Title 22 (Planning and Zoning) regulations on the subject property.
- B. The removal of the oak trees proposed will not result in soil erosion through the diversion or increased flow of surface waters which cannot be satisfactorily mitigated.
- C. The removal of the oak trees proposed is necessary as continued existence at the present location frustrates the planned improvement or proposed use of the subject property to such an extent that alternate development plans cannot achieve the same permitted density and that placement of such tree precludes the reasonable and efficient use of such property or a use otherwise authorized.
- D. The removal of the oak trees proposed will not be contrary to or be in substantial conflict with the intent and purpose of the oak tree permit procedure.

**THEREFORE, THE REGIONAL PLANNING COMMISSION:**

- 1. Finds that the Project is exempt from the California Environmental Quality Act pursuant to State CEQA Guidelines section 15301, 15304, and 15315 [Class 1 (Existing Facilities), Class 4 (Minor Alterations to Land), and Class 15 (Minor Land Divisions) categorical exemptions]; and
- 2. Approves **OAK TREE PERMIT NO. RPPL2023006707**, subject to the attached conditions.

**VOTE: Concurring: 5:0:0:0**

Concurring: Duarte-White, Louie, O'Connor, Moon, Hastings

Dissenting: 0

Abstaining: 0

Absent: 0

JH:MP

09.17.25

c: Each Commissioner

**LOS ANGELES COUNTY  
DEPARTMENT OF REGIONAL PLANNING**

**CONDITIONS OF APPROVAL  
PROJECT NO. PM070855  
OAK TREE PERMIT NO. RPPL2023006707**

**PROJECT DESCRIPTION**

The project is a two-lot subdivision that includes encroachment into the protected zone of one non-heritage oak tree and retroactive encroachment into the protected zones of two non-heritage oak trees, subject to the following conditions of approval:

**GENERAL CONDITIONS**

1. **Permittee.** Unless otherwise apparent from the context, the term “Permittee” shall include the applicant, owner of the property, and any other person, corporation, or other entity making use of this grant.
2. **Affidavit of Acceptance.** This grant shall not be effective for any purpose until the Permittee, and the owner of the subject property if other than the Permittee, have filed at the office of the Los Angeles County ("County") Department of Regional Planning (“LA County Planning”) their affidavit stating that they are aware of and agree to accept all of the conditions of this grant, and that the conditions of the grant have been recorded as required by Condition No. 7, and until all required monies have been paid pursuant to Condition No. 10. Notwithstanding the foregoing, this Condition No. 2 and Condition Nos. 4, 5, 9, shall be effective immediately upon the date of decision of this grant by the County.
3. **Date of Final Approval.** Unless otherwise apparent from the context, the term “date of final approval” shall mean the date the County’s action becomes effective pursuant to County Code Section 22.222.230 (Effective Date of Decision and Appeals).
4. **Indemnification.** The Permittee shall defend, indemnify, and hold harmless the County, its agents, officers, and employees from any claim, action, or proceeding against the County or its agents, officers, or employees to attack, set aside, void, or annul this permit approval, which action is brought within the applicable time period of Government Code section 65009 or any other applicable limitations period. The County shall promptly notify the Permittee of any claim, action, or proceeding and the County shall reasonably cooperate in the defense. If the County fails to promptly notify the Permittee of any claim, action, or proceeding, or if the County fails to cooperate reasonably in the defense, the Permittee shall not thereafter be responsible to defend, indemnify, or hold harmless the County.
5. **Litigation Deposit.** In the event that any claim, action, or proceeding as described above is filed against the County, the Permittee shall within ten days of the filing make an initial deposit with LA County Planning in the minimum amount of up to \$5,000.00, from which actual costs and expenses shall be billed and deducted for the purpose of defraying the

costs or expenses involved in LA County Planning's cooperation in the defense, including but not limited to, depositions, testimony, and other assistance provided to Permittee or Permittee's counsel.

If during the litigation process, actual costs or expenses incurred reach 80 percent of the amount on deposit, the Permittee shall deposit additional funds sufficient to bring the balance up to the minimum amount of \$5,000.00. There is no limit to the number of supplemental deposits that may be required prior to completion of the litigation.

At the sole discretion of the Permittee, the amount of an initial or any supplemental deposit may exceed the minimum amounts defined herein. Additionally, the cost for collection and duplication of records and other related documents shall be paid by the Permittee according to County Code Section 2.170.010 (Fees for Providing County Records).

6. **Invalidation.** If any material provision of this grant is held or declared to be invalid by a court of competent jurisdiction, the permit shall be void and the privileges granted hereunder shall lapse.
7. **Recordation.** Prior to the use of this grant, the Permittee, or the owner of the subject property if other than the Permittee, shall **record the terms and conditions** of the grant in the office of the County Registrar-Recorder/County Clerk (i.e. Recorder's Office). In addition, upon any transfer or lease of the property during the term of this grant, the Permittee, or the owner of the subject property if other than the Permittee, shall promptly provide a copy of the grant and its conditions to the transferee or lessee of the subject property.
8. **Grant Term.** This grant shall terminate on **September 17, 2027**. Entitlement to use of the property thereafter shall be subject to the regulations then in effect.
9. **Expiration.** This grant shall expire for the new encroachment related to fence modification unless used within two (2) years after the recordation of a final map for Vesting Tentative Parcel Map No. 070855. In the event that Vesting Tentative Parcel Map No. 070855 should expire without the recordation of a final map, the grant for the new encroachment related to fence modification shall terminate upon the expiration of the tentative map. Entitlement to the use of the property thereafter shall be subject to the regulations then in effect.
10. **Inspections.** The subject property shall be maintained and operated in full compliance with the conditions of this grant and any law, statute, ordinance, or other regulation applicable to any development or activity on the subject property. Failure of the Permittee to cease any development or activity not in full compliance shall be a violation of these conditions. No provision of any easement of or any other encumbrance on the property shall exempt the Permittee and/or property owner from compliance with these conditions and applicable regulations. Inspections shall be made to ensure compliance with the conditions of this grant as well as to ensure that any development undertaken on the subject property

is in accordance with the approved site plan on file. The Permittee shall deposit with the County the sum **\$912.00**, which shall be placed in a performance fund and be used exclusively to reimburse LA County Planning for all expenses incurred while inspecting the premises to determine the Permittee's compliance with the conditions of this grant. The fund provides for **two** inspections.

Inspections may be unannounced. Inspections may be conducted utilizing any available technologies, including, but not limited to, unmanned aircraft systems (UAS). Use of a UAS requires the consent of the Permittee pursuant to LA County Planning's UAS policy, which may be updated from time to time, and which shall be provided to the Permittee upon request.

If additional inspections are required to ensure compliance with the conditions of this grant, or if any inspection discloses that the subject property is being used in violation of any one of the conditions of this grant, the Permittee shall be financially responsible and shall reimburse LA County Planning for all additional enforcement efforts necessary to bring the subject property into compliance. The amount charged for additional inspections shall be **\$456.00** per inspection, or the current recovery cost established by LA County Planning at the time any additional inspections are required, whichever is greater.

11. **Library Facilities Mitigation Fees.** Prior to the issuance of any building permit(s), the Permittee shall remit all applicable library facilities mitigation fees to the County Librarian and pay the fees in effect at the time of payment, pursuant to County Code Chapter 22.264 (Library Facilities Mitigation Fee). Questions regarding fee payment can be directed to the County Librarian at (562) 940-8430. The Permittee shall provide proof of payment upon request from LA County Planning.
12. **Revocation.** Notice is hereby given that any person violating a provision of this grant is guilty of a misdemeanor. Notice is further given that the Regional Planning Commission ("Commission") or a Hearing Officer may, after conducting a public hearing, revoke or modify this grant, if the Commission or Hearing Officer finds that these conditions have been violated or that this grant has been exercised so as to be detrimental to the public's health or safety or so as to be a nuisance, or as otherwise authorized pursuant to County Code Chapter 22.238 (Modifications and Revocations). Failure of the Permittee to cease any development or activity not in full compliance shall be a violation of these conditions and may result in revocation.
13. **County Fire Code.** All development pursuant to this grant shall comply with the requirements of Title 32 (Fire Code) of the County Code to the satisfaction of the County Fire Department ("Fire").
14. **County Public Works Requirements.** All development pursuant to this grant shall comply with the requirements of the County Department of Public Works ("Public Works") to the satisfaction of said department.

15. **Conformance with Title 22.** All development pursuant to this grant shall comply with the requirements of Title 22 (Planning and Zoning) of the County Code and of the specific zoning of the subject property, unless specifically modified by this grant, as set forth in these conditions.
16. **Maintenance.** The Permittee shall maintain the subject property in a neat and orderly fashion. The Permittee shall maintain free of litter all areas of the premises over which the Permittee has control.
17. **Graffiti.** All structures, walls and fences open to public view shall remain free of graffiti or other extraneous markings, drawings, or signage that was not approved by LA County Planning. These shall include any of the above that do not provide pertinent information about said premises. The only exceptions shall be seasonal decorations or signage provided under the auspices of a civic or non-profit organization.

In the event of graffiti or other extraneous markings occurring, the Permittee shall remove or cover said markings, drawings, or signage within 48 hours, weather permitting. Paint utilized in covering such markings shall be of a color that matches, as closely as possible, the color of the adjacent surfaces.

#### **PROJECT SITE-SPECIFIC CONDITIONS**

18. **Scope of Approval.** This grant shall authorize the encroachment into the protected zone of one non-heritage oak tree (No. 80) and retroactive encroachment into the protected zones of two non-heritage oak trees (Nos. 32 and 33).
19. **Front Yard Fence Height.** The perimeter fence shall comply with Section 22.110.070 (Fences and Walls), which limits the height of front yard fences to 3.5 feet. Each parcel shall comply with this code section prior to issuance of any Certificate of Occupancy.
20. **Compliance with Fire Conditions letter.** The permittee shall comply with all conditions set forth in the attached Fire letter dated May 5, 2025.

#### **Attachments:**

- Exhibit D-1     Fire Letter dated May 5, 2025  
Exhibit D-4     Oak Trees: Care and Maintenance Guide



# COUNTY OF LOS ANGELES

## FIRE DEPARTMENT

1320 NORTH EASTERN AVENUE  
LOS ANGELES, CALIFORNIA 90063-3294  
(323) 881-2401  
www.fire.lacounty.gov

*"Proud Protectors of Life, Property, and the Environment"*

ANTHONY C. MARRONE  
FIRE CHIEF  
FORESTER & FIRE WARDEN

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May 5, 2025

Marie Pavlovic, Planner  
Department of Regional Planning  
Zoning Permits Section  
320 West Temple Street  
Los Angeles, CA 90012

Dear Marie Pavlovic:

### **OAK TREE PERMIT NUMBER RPPL2023006707 20323 E HOLT AVENUE, COVINA**

We have reviewed the "Request for Oak Tree Permit #RPPL2023006707." The project is located at 20323 E Holt Avenue in the unincorporated area of Covina. The Oak Tree Report is accurate and complete as to the location, size, condition and species of the Oak trees on the site. The term "Oak Tree Report" refers to the document on file by Craig Crotty, the consulting arborist, dated June 25, 2024.

**We recommend the following:**

### **OAK TREE PERMIT REQUIREMENTS:**

1. This grant shall not be effective until the permittee and the owner of the property involved (if other than the permittee), have filed at the office of the Department of Regional Planning their affidavit stating that they are aware of and agree to accept all conditions of this grant. Unless otherwise apparent from the context, the term "permittee" shall include the applicant and any other person, corporation or other entity making use of this grant.
2. The permittee shall, prior to commencement of the use authorized by this grant, pay the fees invoiced through EPIC-LA to the County of Los Angeles Fire Department. Such fees shall be used to compensate the County Forester per inspection and to cover expenses

#### SERVING THE UNINCORPORATED AREAS OF LOS ANGELES COUNTY AND THE CITIES OF:

|              |             |                  |                      |                      |                       |                  |
|--------------|-------------|------------------|----------------------|----------------------|-----------------------|------------------|
| AGOURA HILLS | CARSON      | EL MONTE         | INGLEWOOD            | LAWNDALE             | PICO RIVERA           | SIGNAL HILL      |
| ARTESIA      | CERRITOS    | GARDENA          | IRWINDALE            | LOMITA               | POMONA                | SOUTH EL MONTE   |
| AZUSA        | CLAREMONT   | GLENDORA         | LA CANADA-FLINTRIDGE | LYNWOOD              | RANCHO PALOS VERDES   | SOUTH GATE       |
| BALDWIN PARK | COMMERCE    | HAWAIIAN GARDENS | LA HABRA             | MALIBU               | ROLLING HILLS         | TEMPLE CITY      |
| BELL         | COVINA      | HAWTHORNE        | LA MIRADA            | MAYWOOD              | ROLLING HILLS ESTATES | VERNON           |
| BELL GARDENS | CUDAHY      | HERMOSA BEACH    | LA PUENTE            | NORWALK              | ROSEMEAD              | WALNUT           |
| BELLFLOWER   | DIAMOND BAR | HIDDEN HILLS     | LAKEWOOD             | PALMDALE             | SAN DIMAS             | WEST HOLLYWOOD   |
| BRADBURY     | DUARTE      | HUNTINGTON PARK  | LANCASTER            | PALOS VERDES ESTATES | SANTA CLARITA         | WESTLAKE VILLAGE |
| CALABASAS    |             | INDUSTRY         |                      | PARAMOUNT            |                       | WHITTIER         |

incurred while inspecting the project to determine the permittee's compliance with the conditions of approval. These fees provide for one (1) initial inspection prior to the commencement of construction and three (3) subsequent inspections until the conditions of approval have been met. The Director of Regional Planning and the County Forester shall retain the right to make regular and unannounced site inspections.

3. Before commencing work authorized or required by this grant, the consulting arborist shall submit a letter to the Director of Regional Planning and the County of Los Angeles Fire Department's Forestry Division stating that he or she has been retained by the permittee to perform or supervise the work, and that he or she agrees to report to the Director of Regional Planning and the County Forester, any failure to fully comply with the conditions of the grant. The arborist shall also submit a written report on permit compliance upon completion of the work required by this grant. The report shall include a diagram showing the exact number and location of all mitigation trees planted as well as planting dates.
4. The permittee shall arrange for the consulting arborist or a similarly qualified person to maintain all remaining Oak trees on the subject property that are within the zone of impact as determined by the County Forester for the life of the Oak Tree Permit or the Conditional Use Permit.
5. The permittee shall install temporary chainlink fencing, not less than four (4) feet in height, to secure the protected zone of all remaining Oak trees on site as necessary. The fencing shall be installed prior to grading or tree removal, and shall not be removed without approval of the County Forester. The term "protected zone" refers to the area extending five (5) feet beyond the dripline of the Oak tree (before pruning), or fifteen (15) feet from the trunk, whichever is greater.
6. Copies of the Oak Tree Report, Oak tree map, mitigation planting plan and conditions of approval shall be kept on the project site and available for review. All individuals associated with the project as it relates to the Oak resource shall be familiar with the Oak Tree Report, Oak tree map, mitigation planting plan and conditions of approval.

#### **PERMITTED OAK TREE ENCROACHMENT:**

7. This grant allows encroachment within the protected zone of three (3) trees of the Oak genus identified as Tree Numbers 32, 33 and 80 on the applicant's site plan and Oak Tree Report. Trenching, excavation, or clearance of vegetation within the protected zone of an Oak tree shall be accomplished by the use of hand tools or small hand-held power tools. Any major roots encountered shall be conserved and treated as recommended by the consulting arborist.
8. In addition to the work expressly allowed by this permit, remedial pruning intended to ensure the continued health of a protected Oak tree or to improve its appearance or structure may be performed. Such pruning shall include the removal of deadwood and stubs and medium pruning of branches two-inches in diameter or less in accordance with the guidelines published by the National Arborist Association. In no case shall more than 20% of the tree canopy of any one tree be removed.

9. Except as otherwise expressly authorized by this grant, the remaining Oak trees shall be maintained in accordance with the principles set forth in the publication, "Oak Trees: Care and Maintenance," prepared by the County of Los Angeles Fire Department, Forestry Division. A copy of the publication is enclosed with these conditions.

**MITIGATION TREES:**

10. The permittee shall provide mitigation trees of the Oak genus at a rate of two to one (2:1) for any tree specified above that dies as a result of the approved encroachments. In addition, any tree that reaches ordinance size during the construction and monitoring period shall be included in this permit and subject to these conditions of approval.
11. Each mitigation tree shall be at least a 15-gallon specimen in size and measure one (1) inch or more in diameter one (1) foot above the base. Free form trees with multiple stems are permissible provided the combined diameter of the two (2) largest stems of such trees measure a minimum of one (1) inch in diameter one (1) foot above the base.
12. Mitigation trees shall consist of indigenous varieties of Quercus agrifolia, grown from a local seed source.
13. Mitigation trees shall be planted within one (1) year of the permitted Oak tree removals. Mitigation trees shall be planted on site or within the same community if approved by the County Forester. If mitigation trees are deemed impossible by the County Forester, only then a contribution to the County of Los Angeles Oak Forest Special Fund may be made in the amount equivalent to the Oak resource loss. The contribution shall be calculated by the consulting arborist and approved by the County Forester according to the most current edition of the International Society of Arboriculture's "Guide for Plant Appraisal."
14. The permittee shall properly maintain each mitigation tree and shall replace any tree failing to survive due to a lack of proper care and maintenance with a tree meeting the specifications set forth above. The two-year maintenance period will begin upon receipt of a letter from the permittee or consulting arborist to the Director of Regional Planning and the County Forester, indicating that the mitigation trees have been planted. The maintenance period of the trees failing to survive two (2) years will start anew with the new replacement trees. Subsequently, additional monitoring fees shall be required.
15. All mitigation Oak trees planted as a condition of this permit shall be protected in perpetuity by the Los Angeles County Oak Tree Ordinance once they have survived the required maintenance period.

**NON-PERMITTED ACTIONS AND VIOLATIONS:**

16. Encroachment within the protected zone of any additional tree of the Oak genus on the project site is prohibited.

17. Should encroachment within the protected zone of any additional tree of the Oak genus on the project site not permitted by this grant result in its injury or death within two (2) years, the permittee shall be required to make a contribution to the Los Angeles County Oak Forest Special Fund in the amount equivalent to the Oak resource damage/loss. Said contribution shall be calculated by the consulting arborist and approved by the County Forester according to the most current edition of the International Society of Arboriculture's "Guide for Plant Appraisal."
18. No planting or irrigation system shall be installed within the dripline of any Oak tree that will be retained.
19. Utility trenches shall not be routed within the protected zone of an Oak tree unless the serving utility requires such locations.
20. Equipment, materials and vehicles shall not be stored, parked, or operated within the protected zone of any Oak tree. No temporary structures shall be placed within the protected zone of any Oak tree.
21. Violations of the conditions of this grant shall result in immediate work stoppage or in a notice of correction depending on the nature of the violation. A time frame within which deficiencies must be corrected will be indicated on the notice of correction.
22. Should any future inspection disclose that the subject property is being used in violation of any one of the conditions of this grant, the permittee shall be held financially responsible and shall reimburse the County of Los Angeles Fire Department, Forestry Division for all enforcement efforts necessary to bring the subject property into compliance.

To schedule a County Forester inspection, please contact the Environmental Review Unit at (818) 890-5719.

If you have any additional questions, please contact this office at (818) 890-5719.

Very truly yours,



KIEN TAN, DEPUTY FORESTER, FORESTRY DIVISION  
COMMUNITY RISK REDUCTION BUREAU

KT:jl

Enclosure

An illustration of several oak leaves and a branch. The leaves are shown in various shades of gray, with some having detailed vein patterns. A branch with a few leaves is positioned diagonally across the upper half of the page.

# OAK TREES: Care and Maintenance

This Oak Tree Care and Maintenance Guide offers basic information and practical guidelines aimed at the preservation and continued health and survival of oak trees in the residential landscape.

Increasing pressure for development is changing the oak woodland of Los Angeles County. Heritage oaks which once survived in open rolling hills are now being preserved or replanted and incorporated into the community.

How do we protect these trees during the planning and development process, and ensure their survival once they are in the home garden?

## **The Oak Tree**

Oak Trees in the residential landscape often suffer decline and early death due to conditions that are easily preventable. Damage can often take years to become evident, and by the time the trees show obvious signs of disease it is usually too late to help.

Improper watering, especially during the hot summer months, and disturbance to critical root areas are most often the causes. This booklet will provide guidelines on where these critical areas lie and ways to avoid disturbing them, as well as information on long-term care and maintenance of both natural and planted oaks. Lists of additional resources for more information and demonstration areas to visit are also included.

## The Oak Tree Ordinance

The Los Angeles County Oak Tree Ordinance has been established to recognize oak trees as significant historical, aesthetic, and ecological resources. The goal of the ordinance is to create favorable conditions for the preservation and propagation of this unique and threatened plant heritage. By making this part of the development process, healthy oak trees will be preserved and maintained.

The Los Angeles County Oak Tree Ordinance applies to all unincorporated areas of the County. Individual cities may have their own ordinances, and their requirements may be different.

### Permit Requirements:

Under the Los Angeles County Ordinance, a person shall not cut, destroy, remove, relocate, inflict damage, or encroach into the *protected zone* (see text) of any ordinance sized tree of the oak tree genus without first obtaining a permit.

Damage includes but is not limited to :

- Burning
- Application of toxic substances
- Pruning or cutting
- Trenching
- Excavating
- Paving
- Operation of machinery or equipment
- Changing the natural grade

Chapter 22.56.2050: Oak Tree Permit Regulations, Los Angeles County, Adopted: August 20, 1982. Amended: September 13, 1988.

For more information about the County Oak Tree Ordinance, visit the Forestry Division's website at:

<http://www.fire.lacounty.gov>

Or contact:

**Department of Regional Planning**  
320 W. Temple Street, 13th floor  
Los Angeles, CA 90012-3284  
(213) 974-6411  
TDD: (213) 617-2292  
<http://planning.co.la.ca.us>

## Types of oaks commonly found in Los Angeles County:

Many kinds of oak trees are native to Los Angeles County. A few of the more common ones are shown below, but *all* oak trees are covered by the Oak Tree Ordinance.

Older oaks which have thrived under the natural rainfall patterns of dry summers and wet winters often can't handle the extra water of a garden setting. These trees must be treated with special care if they are to survive.

Those oaks that have been planted into the landscape or sprouted naturally tend to be more tolerant of watered landscapes. These vigorous young trees may grow 1½ to 4 feet a year in height under good conditions. Once established these trees would benefit from the same special care outlined in this guide.



*Valley Oak*  
**QUERCUS LOBATA**

LARGE DECIDUOUS TREE 60'-75' HIGH, BROADLY SPREADING 50'-80' WIDE.

LEAVES: DEEP GREEN, 3"-4" LONG: PAPER-LIKE TEXTURE WITH DEEP ROUNDED LOBES ON THE LEAF EDGE.

TENDS TO FAVOR VALLEY BOTTOMS: FOR THIS REASON THE VALLEY OAK HAS DISAPPEARED FROM THE LANDSCAPE MORE RAPIDLY, IMPACTED SEVERELY BY AGRICULTURE AND URBAN DEVELOPMENT.



*Coast Live Oak*  
**QUERCUS AGRIFOLIA**

LARGE EVERGREEN TREE WITH A BROAD, ROUND SHAPE AND LARGE LIMBS. 30'-70' HIGH, 35'-80' WIDE.

LEAVES: GLOSSY GREEN, 1"-3" LONG: SPINY, ROUNDED, AND HOLLY-LIKE: BUT DISTINCTLY CUPPED OR CURLED UNDER AT THE EDGES.



*Interior Live Oak*  
**QUERCUS WISLIZENII**

EVERGREEN TREE 30'-75' HIGH OR A SHRUB 8'-10' HIGH IN CHAPARRAL AREAS. HAS A FULL, DENSE ROUNDED SHAPE, NOT BROAD OR WITH LARGE LIMBS LIKE A COAST LIVE OAK. THEY TEND TO GROW IN CLUMPS RATHER THAN AS A SINGLE TREE.

LEAVES: DARK GREEN, 1"-4" LONG. EDGES EITHER SMOOTH OR SPINY, BUT ALWAYS FLAT- NOT CURLED UNDER.

### OTHER COMMON OAKS :

CALIFORNIA BLACK OAK : *QUERCUS KELLOGGI*  
CANYON LIVE OAK : *QUERCUS CHRYSOLEPIS*  
ENGELMANN OAK : *QUERCUS ENGELMANNII*

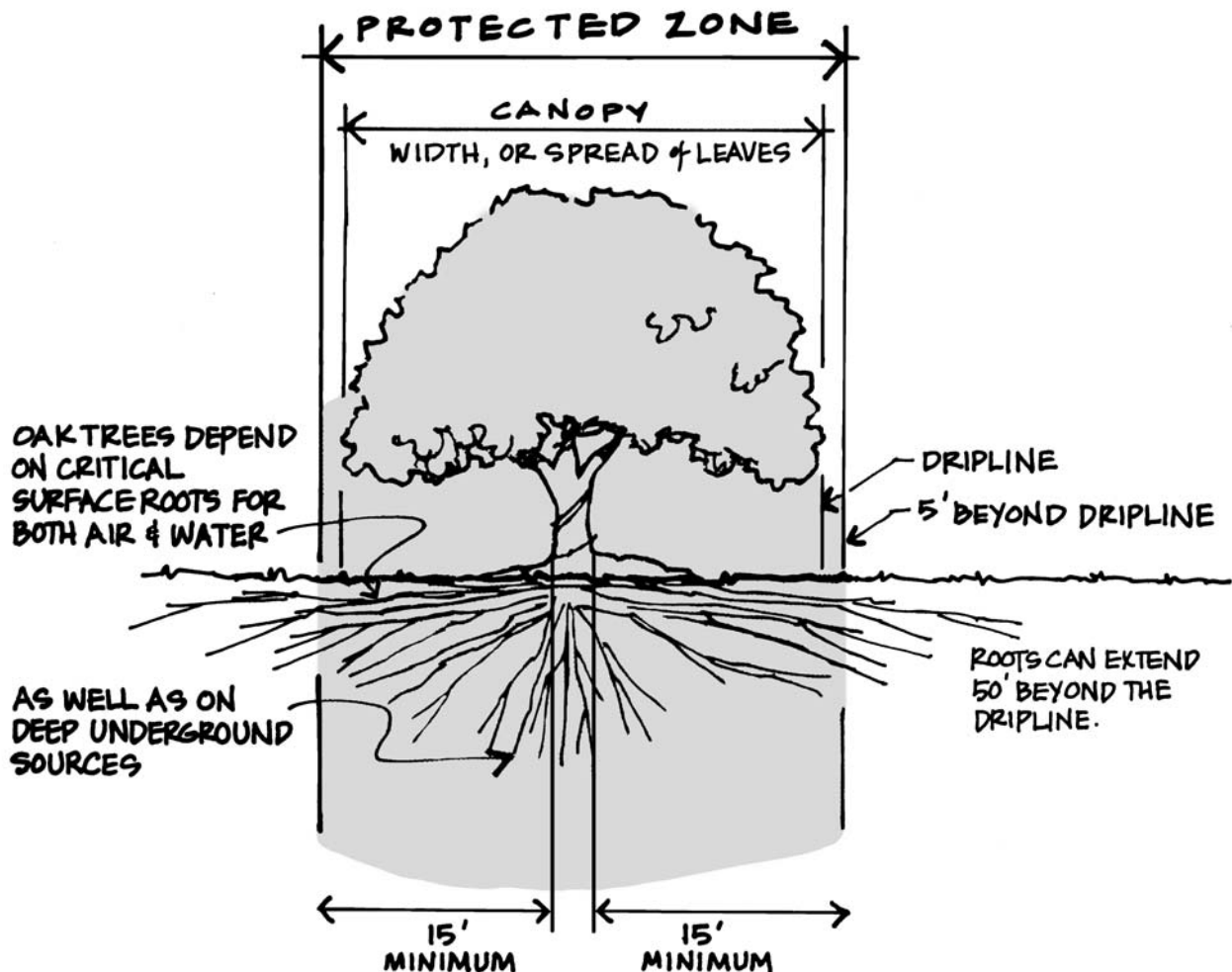
# THE PROTECTED ZONE

The **protected zone** defines the area most critical to the health and continued survival of an oak tree. Oaks are easily damaged and very sensitive to disturbances that occur to the tree or in the surrounding environment.

The root system is extensive but surprisingly shallow, sometimes radiating out as much as 50 feet beyond the spread of the tree leaves, or canopy. The ground area at the outside edge of the canopy, referred to as the *dripline*, is especially important: the tree obtains most of its surface water and nutrients here, and conducts an important exchange of air and other gases.

The protected zone is defined in the Oak Tree Ordinance as follows:

“The Protected Zone shall mean that area within the dripline of an oak tree and extending there from to a point at least 5 feet outside the dripline or 15 feet from the trunk, whichever distance is greater.”



# CONSTRUCTION ACTIVITY WITHIN THE PROTECTED ZONE

## Changes in Grade

Any change in the level of soil around an oak tree can have a negative impact. The most critical area lies within 6' to 10' of the trunk: no soil should be added or scraped away. Water should drain away from this area and not be allowed to pond so that soil remains wet at the base.

Retaining walls designed to hold back soil above or below an existing tree should be avoided if at all possible, especially within the protected zone. These types of structures cause critical areas at the dripline to be buried, or require that major roots be severed. Water trapped at the base of the tree could lead to root rot or other impacts, and to the decline and premature death of a highly valued landscape tree.

Construction activities outside the protected zone can have damaging impacts on existing trees. Underground water sources can be cut off due to falling water tables, or drainage may be disrupted.

## Trenching

Digging of trenches in the root zone should be avoided. Roots may be cut or severely damaged, and the tree can be killed.

If trenches must be placed within the protected zone, utilities can be placed in a conduit, which has been bored through the soil, reducing damage to the roots. Insist that as many utilities as allowed be placed in a single trench, instead of the common practice of digging a separate trench for each individual line.

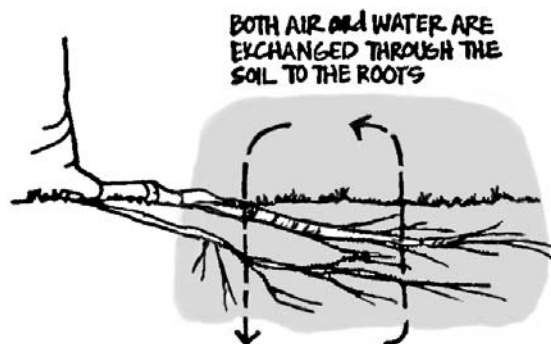
Trenching can also be accomplished using hand tools or small hand held power equipment to avoid cutting roots. Any roots exposed during this work should be covered with wet burlap and kept moist until the soil can be replaced.

## Soil Compaction and Paving

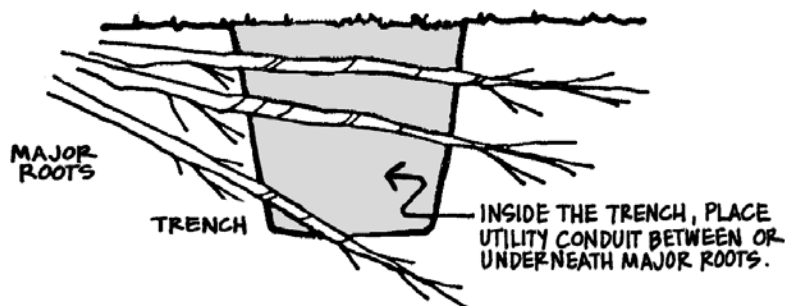
The roots depend upon an important exchange of both water and air through the soil within the protected zone. Any kind of activity that compacts the soil in this area blocks this exchange and can have serious long-term negative effects on the tree.

If paving material must be used, some recommended surfaces include brick paving with sand joints, or ground coverings such as wood chips (note the advantages of natural materials for providing nutrients under *mulching*).

## SOIL COMPACTION



## TRENCHING



# MAINTENANCE

## Watering

The key is prevention – **do not over water**. Improper watering is often overlooked as the cause of tree death because it can take years for the damage to show. Once the tree shows obvious signs of decline, it is often too late to correct the problem.

The seasonal weather pattern for this region is one of dry summers and winter rain. Oak trees are naturally drought tolerant and adapted to this cycle. If the tree is vigorous and thriving it should not require **any** additional water.

If the natural source of surface or underground water has been altered, some supplemental water may be necessary, but proceed with caution. The goal of any watering schedule for oak trees should be to supplement natural rainfall and it should occur only when the tree would normally receive moisture. This might be in the winter, if rains are unusually late, or in spring if rainfall has been below normal levels.

Over watering, especially during the summer months, causes a number of problems which can lead to decline and eventual death of the tree. It creates ideal conditions for attacks of Oak Root Fungus by allowing the fungus to breed all year. In addition, both evergreen and deciduous oaks grow vigorously in the spring and naturally go dormant in the summer. Extra water only encourages new tip growth which is subject to mildew. Oaks need this period of rest.

Newly planted oaks may need supplemental watering during their first few summers. After they become established water should be applied according to the previous guidelines.

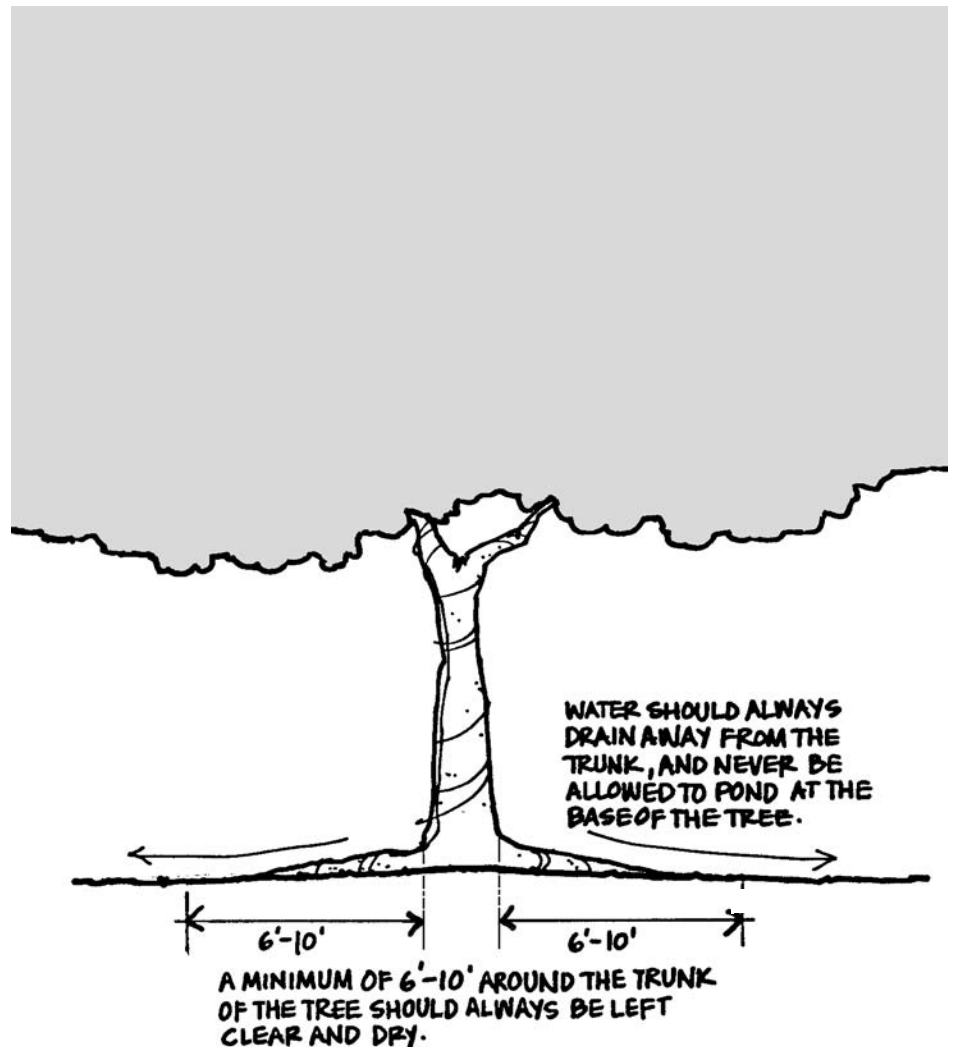
## Pruning

For oak trees the periodic removal of dead wood during periods of tree dormancy should be the only pruning needed. Any cutting of green wood opens scars that could allow the entry of organisms or disease.

Before pruning obtain the advice of a certified arborist or other professional and consult the local city or county where the tree is located to find out what regulations apply. Pruning of both live and dead wood can sometimes require a permit.

## Mulching

Leaf litter from the tree is the best mulch and should be allowed to remain on the ground within the protected zone. Crushed walnut shells or wood chips can be used, but the oak leaves that drop naturally provide the tree with a source of nutrients. Avoid the use of packaged or commercial oak leaf mulch which could contain Oak Root Fungus. Redwood chips should not be used due to certain chemicals present in the wood.



## Disease and Pests

Trees that are stressed, especially because of improper watering practices, are prone to certain diseases and attacks by pests.

The most damaging of these diseases is the Oak Root Fungus *Armillaria mellea*. Occurring naturally in the soil, the fungus thrives under wet conditions and dies back in the summer when soils dry out. This is why summer watering of oaks can be a deadly practice. As noted in the watering guidelines, wet soil in the summer allows the fungus to grow all year. As the population grows, their natural food sources are depleted and they begin feeding on oak tree roots. The fungus does not require an open wound in the tree to gain entry.

Indications of the fungus include:

- die back of branches or tips.
- honey colored fungus at or near the root crown.
- white fan-like fungus between wood and bark.
- the presence of black, shoestring-like growths in the soil.

Once the tree begins to show obvious signs of infection treatment is generally ineffective. The best treatment is to *avoid* the conditions that lead to Oak Root Fungus infections.

Pit Scale, Oak Moth, and other pests: any significant changes in leaf color, branch die back, presence of black sooty materials on leaves or other changes should be noted. Seek the advice of a professional forester, arborist, farm advisor or other expert before the application of any pesticides on an oak tree.

## Planting Underneath Oaks

The natural leaf litter is by far the best ground cover within the protected zone. If plants must be placed, the following guidelines should be followed:

There should be no planting within a minimum 6 to 10 feet of the trunk.

Avoid plants that require any supplemental water once established.

Choose plants suited for “dry shade.” Those listed in the box below offer some good choices. To see some examples of how these plants have been used under oaks refer to the Additional Resources section on the following page.

### PLANTS TO CONSIDER:

| Plant Name                                                    | Description                                                                    |
|---------------------------------------------------------------|--------------------------------------------------------------------------------|
| <i>Arctostaphylos densiflora</i><br>'Howard McMinn' Manzanita | 3' high, 6' wide. Toughest of available forms. Whitish-pink flowers.           |
| <i>Arctostaphylos edmundsii</i><br>Little Sur Manzanita       | 1-2' high, 4-5' wide. Tolerant of full shade.                                  |
| <i>Arctostaphylos hookeri</i><br>Monterey Carpet Manzanita    | 1-2' high, spreading to 12' wide by rooting branches. White to pink flowers.   |
| <i>Ceanothus griseus horizontalis</i><br>Carmel Creeper       | Less than 2 1/2' tall, low & creeping. Clusters of small blue flowers.         |
| <i>Heuchera</i> spp.<br>Coral Bells                           | 2-4' mound. Flowers on an upright stem 2-3" high and spotted with red or pink. |
| <i>Mahonia aquifolium compacta</i><br>Oregon Grape            | 2-4' high, spreading by underground roots. Bright yellow flower clusters.      |
| <i>Ribes viburnifolium</i><br>Evergreen or Catalina Currant   | 2-3' high, spreading to 12' wide. Flowers pink to red in small clusters.       |

### NOTES:

Before deciding on plants, check a source such as the [Sunset Western Garden Book](#) to determine which plants will grow in your area.

When choosing shade tolerant plants, consider that the ground under the south side of the tree will get more sunlight while the northern side will tend to remain more deeply shaded.

# ADDITIONAL RESOURCES and Places to Visit

## Public Agencies

**County of Los Angeles Fire Department**  
Prevention Bureau, Forestry Division  
5823 Rickenbacker Road, Rm #123  
Commerce, CA 90040-3027  
(323) 890-4330  
<http://www.fire.lacounty.gov/forestry>

**University of California  
Oak Woodland Conservation Workgroup**  
[http://ucanr.edu/sites/oak\\_range/](http://ucanr.edu/sites/oak_range/)

## Private Organizations

**The Theodore Payne Foundation**  
10459 Tuxford Street  
Sun Valley, CA 91352-2126  
(818) 768-1802  
[www.theodorepayne.org](http://www.theodorepayne.org)

**California Native Plant Society**  
2707 K Street, Suite 1  
Sacramento, CA 95816-5113  
(916) 447-2677  
[www.cnps.org](http://www.cnps.org)

**California Oaks**  
428 13th. Street, Suite 10A  
Oakland, CA 94612  
(510) 763-0282  
[www.californiaoaks.org](http://www.californiaoaks.org)

## Arboretums and Botanic Gardens

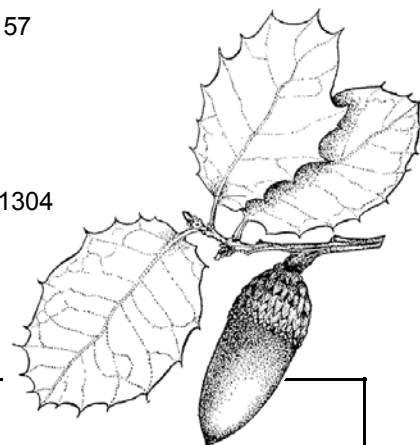
**Los Angeles County Arboreta and Botanic Gardens**  
301 N. Baldwin Ave.  
Arcadia, CA 91007-2697  
(626) 821-3222  
[www.arboretum.org](http://www.arboretum.org)

**Los Angeles County South Coast Botanic Garden**  
26300 Crenshaw Blvd.  
Palos Verdes Peninsula, CA 90274-2515  
(310) 544-1948  
[www.southcoastbotanicgarden.org](http://www.southcoastbotanicgarden.org)

**Los Angeles County Descanso Gardens**  
1418 Descanso Drive  
La Canada-Flintridge, CA 91011-3102  
(818) 949-4200  
[www.descansogardens.org](http://www.descansogardens.org)

**Rancho Santa Ana Botanic Garden**  
1500 North College  
Claremont, CA 91711-3157  
(909) 625-8767  
[www.rsabg.org](http://www.rsabg.org)

**The Lummis Home**  
200 E. Avenue 43  
Los Angeles, CA 90031-1304  
(818) 243-6488



## Publications

For a list of publications both free and for purchase checkout the **University of California Oak Woodland Conservation Workgroup** at [http://ucanr.edu/sites/oak\\_range/](http://ucanr.edu/sites/oak_range/)

*Goldspotted Oak Borer: Integrated Pest Management for Land Managers and Landscape Professionals*  
University of California Statewide Integrated Pest Management Program. January 2013.



## County of Los Angeles Fire Department Forestry Division

### County of Los Angeles Board of Supervisors

Hilda L. Solis, First District  
Holly J. Mitchell, Second District  
Lindsey P. Horvath, Third District  
Janice Hahn, Fourth District  
Kathryn Barger, Fifth District

### County of Los Angeles Fire Department

Anthony C. Marrone, Fire Chief

Defensible Space Unit  
605 N. Angeleno Avenue  
Azusa, CA 91702  
(626) 969-2375

Environmental Review Unit  
12605 Osborne Street  
Pacoima, CA 91331  
(818) 890-5719

Fire Plan Unit  
12605 Osborne Street  
Pacoima, CA 91331  
(818) 890-5783

Fuel Modification Unit  
605 N. Angeleno Avenue  
Azusa, CA 91702  
(626) 969-5205

Grants/Interpretive Unit  
12605 Osborne Street  
Pacoima, CA 91331  
(818) 890-5723

Malibu Forestry Unit  
942 N. Las Virgenes Road  
Calabasas, CA 91302  
(818) 222-1108

San Dimas Forestry Unit  
1910 N. Sycamore Canyon Road  
San Dimas, CA 91773  
(909) 599-4615

Technical Operations Unit  
12605 Osborne Street  
Pacoima, CA 91331  
(818) 890-5752

Vegetation Management Unit  
12605 Osborne Street  
Pacoima, CA 91331  
(818) 890-5720