

AFFORDABLE HOUSING CHECKLIST

City of Los Angeles - Department of Recreation and Parks

The Affordable Housing Checklist is only for residential developments requesting an exemption for affordable housing units. Missing, incomplete, or inconsistent information will cause delays.

New residential dwelling units which are rented or sold to persons or household of very-low, low, or moderate income may be eligible to receive an affordable housing exemption for the park fee and land dedication requirement per LAMC Section 12.33 G. In projects with a mix of market-rate and affordable housing units, only the affordable housing units are eligible to receive this exemption.

1. Are the affordable housing units being developed as a part of the project affordable to a household at or below 120% of AMI?
- YES
 NO
2. Does the project have a recorded covenant, acceptable to the Los Angeles Housing and Community Investment Department, guaranteeing that the affordability criteria will be observed for at least 55 years from the issuance of the Certificate of Occupancy for the project?
- YES
 NO
- If yes, please provide:
- a. A copy of the recorded covenant and the Document No. _____
- b. Los Angeles Housing and Community Investment Department Contact: _____
3. Is the project planning to record a covenant with the Los Angeles Housing and Community Investment Department, guaranteeing that the affordability criteria will be observed for at least 55 years from the issuance of the Certificate of Occupancy project?
- YES
 NO
- If yes, please provide:
- a. Los Angeles Housing and Community Investment Department Contact: _____

The Los Angeles Housing and Community Investment Department shall evaluate this project application to ensure it meets the above requirements and shall advise the Department of Recreation and Parks and Department of City Planning about whether the project meets those requirements (LAMC Section 12.33 G.3).

NOTE: Should any qualifying affordable housing unit cease to operate as a qualifying affordable housing unit before the 55-year period has expired, then the park fee for each said unit shall be paid to the Department of Recreation and Parks at the then current rate (LAMC Section 12.33 G.4).

A covenant, acceptable to the Los Angeles Housing and Community Investment Department, shall be recorded guaranteeing the above. This covenant must be recorded before an affordable housing exemption can be granted by the Department of Recreation and Parks.



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