

9

SAMPLE ROAD CONSTRUCTION LETTER

Month __, 200__

Ms. Gail Farber, Director
Los Angeles County Department of Public Works
P. O. Box 1460
Alhambra, California 91802-1460

Attention Road and Grading Section
Land Development Division

Dear Ms. Farber:

PERMISSION TO ENTER FOR ROAD CONSTRUCTION

OFF-SITE OF TRACT/PARCEL MAP NO.

I/We am/are the owner(s) of the property located to the _____ (Give description of the off-site property in relation to the New Subdivision.) _____ of Tract/Parcel Map No. _____ and hereby give my/our permission to _____ (Give legal Name of the Developer.) _____ the subdivider of Tract to enter onto my/our property to construct a _____ (Describe Construction to be done off-site.) _____ as shown on the street plan for Tract/Parcel Map No. _____.

I/We understand that all of the construction upon my/our property will be done by the subdivider at no expense to me/us. I/We further understand that the subdivider shall be responsible for any damage to my/our property and that the work will be inspected by the Los Angeles County Department of Public Works for conformance with the County approved plans and specifications.

I/We do further, and for my/our heirs/executors/administrators/successors/and assigns, jointly and severally agree to indemnify, defend and save harmless the County of Los Angeles, its agents, officers and employees from and against any and all liability, expense including defense costs and legal fees and claims for any damages what so ever, including but not limited to bodily injury, death, personal injury, or property damage arising from said construction. I/We do further permit agents, officers and employees of the County of Los Angeles to enter upon the premises to do such maintenance work as may be required at any time prior to the termination as herein above provided.

Very truly yours,

Note: For major off-site construction, letter should be notarized and recorded by the County Recorder.

For S/MPM Division review/prepare documents for road projects:

1. Copies of Title Insurance Policy (TIP) not older than 6 months from the date we received the request.
In case where the TIP is older than 6 months, a Preliminary Title Report (PTR) not older than 6 months should be required to supplement the TIP. This will assist us in determining if we need additional documents, typically Subordination Agreements, to subordinate any Deed of Trust to the easement we will acquire.
2. Copy of the grantor's current vesting document(s).

If the grantor is not an individual, submit the company resolutions authorizing the signatory to execute the easement dedication on behalf of the grantor.
3. Copy of any recorded/filed maps (18x24, if possible).
4. Copy of any recorded deeds affected by or referenced in the vesting document(s), the TIP, the PTR, the legal description of the proposed easement, or the accompanying plat of the proposed easement.
5. Copy of current Assessor's maps (11x17) of the grantor's property, showing the proposed easement with dimensions.
6. Contact information for the applicant including a telephone number, email address, and mailing address.
7. Drawing of to-be-dedicated areas by Licensed Land Surveyor along with Legal Description.

Please submit all items above and fee to Land Development Division.