

**Appendix D**  
**STORMWATER OBSERVATION REPORT FORM**  
**And**  
**COVENANT & AGREEMENT FORM**



**City of Los Angeles**

**STORMWATER OBSERVATION REPORT  
FORM**

**- STANDARD URBAN STORMWATER MITIGATION PLAN (SUSMP) -  
- SITE SPECIFIC MITIGATION PLAN -**

*STORMWATER OBSERVATION means the visual observation of the storm water related Best Management Practices (BMPs) for conformance with the approved SUSMP/Site Specific Mitigation Plan at significant construction stages and at completion of the project. Stormwater observation does not include or waive the responsibility for the inspections required by Section 108 or other sections of the City of Los Angeles Building Code.*

*STORMWATER OBSERVATION must be performed by the engineer or architect responsible for the approved SUSMP/Site Specific Mitigation Plan or designated staff in their employment.*

*STORMWATER OBSERVATION REPORT must be signed and stamped (see below) by the engineer or architect responsible for the approved SUSMP and submitted to the city prior to the issuance to the certificate of occupancy.*

Project Address:	Building Permit No.:
Name of Engineer or Architect responsible for the approved SUSMP/Site Specific Mitigation Plan:	Phone Number:
Name of SUSMP/Site Specific Mitigation Plan Observer:	Phone Number:

**I DECLARE THAT THE FOLLOWING STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE:**

- 1. I AM THE ENGINEER OR ARCHITECT RESPONSIBLE FOR THE APPROVED SUSMP/SITE SPECIFIC MITIGATION PLAN, AND**
- 2. I, OR DESIGNATED STAFF UNDER MY RESPONSIBLE CHARGE, HAS PERFORMED THE REQUIRED SITE VISITS AT EACH SIGNIFICANT CONSTRUCTION STAGE AND AT COMPLETION TO VERIFY THAT THE BEST MANAGEMENT PRACTICES AS SHOWN ON THE APPROVED PLAN HAVE BEEN CONSTRUCTED AND INSTALLED IN ACCORDANCE WITH THE APPROVED SUSMP/SITE SPECIFIC MITIGATION PLAN.**

<p><b>Stamp of Engineer or Architect responsible for the approved SUSMP</b></p>
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\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

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Recording requested by and mail to:

Name: \_\_\_\_\_

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

\_\_\_\_\_

\_\_\_\_\_

\*\*\*\*\* Space Above This Line For Recorder's Use \*\*\*\*\*

**MASTER COVENANT AND AGREEMENT**  
**REGARDING ON-SITE BMP MAINTENANCE**

The undersigned hereby certifies I am (we are) the owners of the hereinafter legally described real property located in the City of Los Angeles, County of Los Angeles, State of California (please give the legal description):

Site Address \_\_\_\_\_

And in consideration of the City of Los Angeles allowing \_\_\_\_\_ on said property, we do hereby covenant and agree to and with said City to maintain according to the O&M Plan (Attachment 1), all on-site structural stormwater pollution removal devices including but not limited to: Detention/Sedimentation System, Filtration Systems, Infiltration Systems, Oil and Water Separators, Water Quality Inlets and Dry Wells. The specific structural BMPs are listed as follows:

\_\_\_\_\_  
\_\_\_\_\_

This covenant and agreement shall run with the land and shall be binding upon any future owners, encumbrancers, their successors, heirs or assigns and shall continue in effect until the Bureau of Sanitation of the City of Los Angeles approves its termination.

\_\_\_\_\_  
(Print Name of Property Owner)

\_\_\_\_\_  
(Print Name of Property Owner)

\_\_\_\_\_  
(Signature of Property Owner)

\_\_\_\_\_  
(Signature of Property Owner)

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\*\*\*\*\* Space Below This Line For Notary's Use \*\*\*\*\*

**ALL-PURPOSE ACKNOWLEDGMENT**

STATE OF CALIFORNIA, COUNTY OF LOS ANGELES

On \_\_\_\_\_ before me, \_\_\_\_\_ (name and title of officer), personally appeared \_\_\_\_\_, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

WITNESS my hand and official seal.

\_\_\_\_\_  
(SEAL)  
Notary Public Signature

\*\*\*\*\* Space Below This Line For Bureau Use \*\*\*\*\*

Permit No. \_\_\_\_\_

Attachment 1 – O&M Plan included? Y\_\_\_\_ N\_\_\_\_

Approved for recording by \_\_\_\_\_ Date: \_\_\_\_\_  
(Watershed Protection Division)

## INSTRUCTIONS FOR FILING COVENANT AND AGREEMENT FORMS

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**Note:** This Covenant & Agreement Form is for *Ministerial Projects* only. For projects requiring *Discretionary Actions*, the Covenant & Agreement Form can be downloaded from the City Planning Department website at [www.lacity.org/PLN/](http://www.lacity.org/PLN/) and must be approved by the City Planning Department.

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1. Fill out, in BLACK INK ONLY, one copy of the Covenant and Agreement Form.
2. Property owner(s) must print and sign their name(s) – signature(s) must be notarized.
3. Submit the completed for to the Watershed Protection Division Bureau of Sanitation for approval and signature.
4. Record the form with the Los Angeles County Registrar-Recorder and obtain a certified copy. County Recorder located at:
  - 1) 12400 Imperial Highway  
Norwalk, CA 90650  
(Near the intersection of the 5 and 605 freeways)
  - 2) 14340 Sylvan Street  
Van Nuys, CA 91401  
(Near Van Nuys City Hall)
5. Return the certified copy of the recorded form to the Watershed Protection Division requiring the covenant.