



## City of Long Beach

### Urban Agriculture Incentive Zone (UAIZ) Application

An application is required to apply for an Urban Agriculture Incentive Zone (UAIZ) Contract. Only complete applications submitted in person to the Office of Sustainability (100 W Broadway, Suite 550, Long Beach) will be accepted for review. For assistance, call 562-570-6396, email [Sustainability@longbeach.gov](mailto:Sustainability@longbeach.gov), or visit [www.longbeach.gov/sustainability/programs/uaiz-program](http://www.longbeach.gov/sustainability/programs/uaiz-program). Each property owner should seek financial and/or legal advice before entering into a UAIZ contract. To determine if a project qualifies for the UAIZ program, review the eligibility requirements on the website above. Please refer to the UAIZ Application Checklist below for submittal requirements.

#### 1. Subject Property

ASSESSOR'S PARCEL NUMBER(S):

SUBJECT PROPERTY ADDRESS OR SITE LOCATION:

LEGAL DESCRIPTION (Attach additional sheets if necessary):

#### 2. Project Description and Proposed Use

#### 3. Property Owner:

NAME:

PHONE:

ADDRESS:

FAX:

CITY/STATE:

ZIP:

EMAIL:

#### 4. Owner Representative (if applying on behalf of the owner)

NAME:

PHONE:

ADDRESS:

FAX:

CITY/STATE:

ZIP:

EMAIL:

#### 5. Contact

Who is the primary contact regarding this application? Check one:  Owner  Representative

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**6. Owner / Representative Certification**

By my signature below, I hereby understand and certify the following:

- A. I hereby certify that the information provided in this application, including plans and other attachments, is accurate and correct to the best of my knowledge. Furthermore, should the stated information be found false or insufficient to fulfill the requirements of the Long Beach UAIZ Program, I agree to revise the information as appropriate.
- B. I understand and agree that any report, study, map or other information submitted to the City in furtherance of this application will be treated by the City as public records which may be reviewed by any person and if requested, that a copy will be provided by the City to any person upon the payment of its direct costs of duplication.
- C. I understand that the burden of proof to substantiate the request is the responsibility of the applicant. Additionally, I understand that planning staff are not permitted to assist the applicant or opponents of the project in preparing arguments for or against a request.
- D. I understand that there is no guarantee, expressed or implied, that the application will be granted.
- E. I understand and agree to defend, indemnify, and hold harmless, the City, its officers, agents, employees, and volunteers (collectively "City"), from any and all legal actions, claims, or proceedings (including administrative or alternative dispute resolution (collectively "actions"), arising out of any City process or approval prompted by this Action, either in whole or in part. Such actions include but are not limited to: actions to attack, set aside, void, or otherwise modify, an entitlement approval, environmental review, or subsequent permit decision; actions for personal or property damage; actions based on an allegation of an unlawful pattern and practice; inverse condemnation actions; and civil rights or an action based on the protected status of the petitioner or claimant under state or federal law (e.g. ADA or Unruh Act). I understand and agree to reimburse the City for any and all costs incurred in defense of such actions. This includes, but it not limited to, the payment of all court costs and attorneys' fees, all judgments or awards, damages, and settlement costs. The indemnity language in this paragraph is intended to be interpreted to the broadest extent permitted by law and shall be in addition to any other indemnification language agreed to by the applicant.
- F. By my signature below, I declare under penalty of perjury, under the laws of the State of California, that all statements contained in this application and any accompanying documents are true and correct, with full knowledge that all statements made in this application are subject to investigation and that any false or dishonest answer to any question may be grounds for denial or subsequent revocation of license or permit.

SIGNATURE:	DATE:
PRINT NAME:	CHECK ONE: <input type="checkbox"/> Owner <input type="checkbox"/> Representative

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### 7. UAIZ Application Checklist

Submittal of a UAIZ application must include the following supporting documents:

- Completed application with original signatures
- Copy of the grant deed
- An ownership disclosure is required if the property is owned by an LLC, corporation, partnership, or trust. The disclosure must reveal the agent for service of process of an officer of the ownership entity. The disclosure must list the name and addresses of the principal owners (25% or greater) and attach a copy of the current corporate articles, partnership agreement, or trust document, as applicable.
- A notarized Letter of Authorization (LOA) is required from the property owner if anyone other than the owner signs the application. The authorized representative on the LOA must correspond with the signature on the application.
- Printed color photographs of the proposed project area with a photo-key map. Ensure that the photos are adequate to show the existing conditions of the entire site.
- Site plan drawn to scale with locations of all proposed buildings and structures on site (include property lines, street names, north arrow, and dimensions) sized 8 ½ by 11.
- Copy of the most recent property tax bill.
- If located in a single-family, two-family, or industrial zones, an Administrative Use Permit must also be obtained for the agricultural project.

### Return completed applications in person to:

**City of Long Beach**  
**Office of Sustainability**  
411 W Ocean Blvd, 3<sup>rd</sup> Floor  
Long Beach CA, 90802

### For questions or concerns about this application, contact:

Phone: **562-570-6396**

Email: [Sustainability@longbeach.gov](mailto:Sustainability@longbeach.gov)

Website: [www.longbeach.gov/uaiz](http://www.longbeach.gov/uaiz)

### Application Processing

1. City staff verifies application meets eligibility criteria.
2. Qualifying applications are forwarded to the LA County Assessor's Office and Treasurer Tax Collector.
  - a. LA County Assessor's Office verifies UAIZ funds are available.
  - b. LA County Treasurer Tax Collector verifies that property is current on all tax assessments.
3. Provided all eligibility criteria are met and funds are available, the application is approved.
4. Development Services and Property Owner sign UAIZ contract.
5. Property Owner records signed UAIZ contract at the LA County Registrar-Recorder's Office.
6. Property Owner submits a copy of the recorded contract to the Office of Sustainability and LA County Assessor's Office.
7. LA County Assessor's Office grants tax reduction to property.
8. Agricultural Commissioner will conduct site inspection after recordation, and annually thereafter.

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## Application Review

Date filed: \_\_\_\_\_ Received by: \_\_\_\_\_

Zone: \_\_\_\_\_ Permit needed? **Yes** **No**

Property size between 0.1 and 3 acres? **Yes** **No** (if no, property is ineligible)

Listed on DTSC Envirostor database? **Yes** **No** (if yes, property is ineligible)

Property is vacant or unimproved? **Yes** **No** (if no, property is ineligible)

Received all required documents? **Yes** **No**

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Office of the Assessor

1. Current tax assessed valuation on the property: \_\_\_\_\_

2. Does the assessment exceed the allowed threshold? **Yes** **No**

3. As of \_\_\_\_\_ (date), are funds available for a UAIZ contract? **Yes** **No**

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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

## Department of Treasurer and Tax Collector

1. Are the property tax payments current? **Yes** **No**

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

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