



# Open Space/Wildlife Habitat LCA Contract Application

County of Ventura • Resource Management Agency • Planning Division

800 S. Victoria Avenue, Ventura, CA 93009-1740 • (805) 654-2478 • [www.vcrma.org/divisions/planning](http://www.vcrma.org/divisions/planning)

## Instructions for Preparing an Application for Open Space/Wildlife Habitat Land Conservation Act (LCA) Contracts and Farmland Security Zone Area (FSZA)/LCA Contracts

### Application Deadline

Applications for new contracts and rescission/re-entries must be submitted by the first Friday in June in order to be processed during the same calendar year. Contracts are effective as of January 1st of the following year, unless there is a contingency, such as the recordation of an associated subdivision, that prevents recordation before December 31st.

### Application Materials Required for Each Proposed Contract

1. **Completed LCA Contract Application and Project Description Form**
  - See LCA Contract Application and Project Description form below. Please submit one completed form for each contract being requested.
2. **Current Assessor's Parcel Map(s)**
  - Assessor's Parcel Maps are available on the County Assessor's Office website at <http://assessor.countyofventura.org/research/mappage.asp>. Indicate the parcel/contract boundary by outlining it in red ink.
3. **Copy of the Property Deed**
4. **Current Preliminary Title Report**
  - The title report must be issued by a title company no more than 60 days prior to submittal of the contract application.
5. **Supplemental Ownership Information (if applicable)**
  - For ownership under LLC, provide Operating Agreement
  - For ownership under General or Limited Partnership, provide Partnership Agreement
  - For ownership under Corporation, provide Corporate Bylaws
6. **Legal Description of Property Proposed for Contract**
  - In some cases this may be a recorded map reference, or may be associated with a proposed subdivision being processed simultaneously. If the entire legal lot is not proposed to be included in the contract, the legal description must be for only that portion of the lot that will be subject to the contract.

**7. Notarized Consent of Trust Deed Beneficiary**

- See form below. This form is required only if a loan exists on the property.

**8. Signed Reimbursement Agreement**

- The required Reimbursement Agreement is available online at [http://docs.vcrma.org/images/pdf/planning/programs/lca/Reimbursement\\_Agreement.pdf](http://docs.vcrma.org/images/pdf/planning/programs/lca/Reimbursement_Agreement.pdf)

**9. Application Fee Deposit**

- The deposit for each resulting Contract is \$1,000, plus a single fee of \$170 for the preparation of the 300-foot radius hearing notice mailing list. The applicant is responsible for payment of all staff time to process the application. The current hourly rate is available online at this link.

## LCA and FSZA/LCA Contract Application and Project Description

In submitting this application, I request: *(select as many as apply)*

- New 10-year (LCA) Open Space/Wildlife Habitat Contract
- Rescission/Re-entry into 10-year (LCA) Open Space/Wildlife Habitat Contract
- Rescission/Re-entry into 20-year (FSZA/LCA) Open Space/Wildlife Habitat Contract
- Establishment or Expansion of an Agricultural Preserve
- Establishment or Expansion of an FSZA (for 20-year contracts only)
- Designation of a Wildlife Habitat Area (for all Open Space/Wildlife Habitat Contracts)

Property Owner/Applicant:

Address:

Telephone Number:

E-mail Address:

Property Owner/Applicant:

Address:

Telephone Number:

E-mail Address:

Authorized Representative:

Address:

Telephone Number:

E-mail Address:

Pursuant to the Guidelines and the California Government Code, this application is made to the County of Ventura, Resource Management Agency, Planning Division, for an LCA or FSZA/LCA Contract for property located in the unincorporated area of Ventura County. The subject property is identified and described below.

Project Description:

Evidence of Legal Lot:

Assessor's Parcel Number(s):

*Please list all APNs that in combination comprise one legal lot. Complete separate applications for each legal lot that meets the requirements of the LCA Guidelines for LCA and/or FSZA/LCA contracts.*

Is the entire legal lot proposed to be subject to the contract?  Yes  No

Legal Lot Size:

Contract Size:

Number of Existing Legal Lots:

Number of Proposed Legal Lots (if rescission/re-entry):

Site Address/Location:

General Site Location/Community:

Existing Land Use(s) and Structure(s):

Distinctive physical features on the property (rock outcroppings, barrancas, etc.):

Existing Water Supply (if any):

Directions to the site from the nearest cross street:

Biological Resources on the Subject Property:

Describe biological resources found on site, including but not limited to; Endangered, Threatened, or Rare animal or plant species and their habitats; Wetland Habitats; Coastal Habitats; Habitats and areas providing seasonal concentrations or migration of fish and wildlife; and Locally Important Species/Communities, such as areas with quality examples of plant and animal communities characteristic of, or unique to, the County and region (e.g., oak trees, oak forest, oak savannahs, raptor nesting areas); Animal or plant species which are under consideration for a Federal or State designation of Endangered, Threatened or Rare (candidate species); Habitats or species identified by the California Natural Diversity Data Base; Habitats or species identified as sensitive or of special concern by the National Forest Services, National Park Service, Federal Department of Fish and Wildlife, or State Department of Fish and Game; or species on Arbib's Blue List and Remsen's List of Sensitive Bird Species. Please add additional pages if necessary.

Surrounding Land Uses (Orchard, development, etc.)

North:

South:

East:

West:

Surrounding Distinctive Physical Features

North:

South:

East:

West:

Surrounding Vegetation (crops, forest, etc.)

North:

South:

East:

West:

I have read the Ventura County LCA Guidelines for implementation of the California LCA of 1965 (Williamson Act) and other LCA contract application materials explaining the Ventura County LCA Program, application process, criteria, and responsibilities associated with LCA contracts.

**I declare that the information and exhibits herewith submitted are true and correct to the best of my knowledge. (All owners must certify this statement.)**

Property Owner:

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

Property Owner:

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

*If you have any questions, please contact the LCA Program Planner, Justin Bertoline, at justin.bertoline@ventura.org or by phone at (805) 654-2466.*

<b>STAFF USE ONLY</b>	
LCA Contract:	Case No.:
General Plan Designation:	Received by:
Date Received:	Receipt No.
Deposit Fee:	Previous Permits:
Previous LCA Contract:	

**CONSENT BY TRUST DEED BENEFICIARY(IES) TO ENTER INTO A  
LAND CONSERVATION ACT (LCA) OR FARMLAND SECURITY ZONE  
LCA (FSZA/LCA) CONTRACT BY LANDOWNER(S)/TRUSTOR(S)**

As beneficiary(ies) of that certain Trust Deed dated \_\_\_\_\_, which was recorded on \_\_\_\_\_, as Document No. \_\_\_\_\_ of the Official Records at the Ventura County Recorder's Office, consent is hereby given to \_\_\_\_\_, Trustor(s) to execute a Land Conservation Act (LCA) Contract(s) and/or a Farmland Security Zone Area LCA (FSZA/LCA) Contract(s) between Trustor and County of Ventura for the land subject to the said Deed of Trust(s).

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Trust Deed Beneficiary (Print)	Signature	Title	Date
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Trust Deed Beneficiary (Print)	Signature	Title	Date
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Trust Deed Beneficiary (Print)	Signature	Title	Date
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Trust Deed Beneficiary (Print)	Signature	Title	Date
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Contract No. \_\_\_\_\_

*Only original signatures of Trust Deed Beneficiaries shall appear on this document. All signatures must be notarized.*