

LA County Recovers

AGENCY REFERRAL

EATON FIRE RESIDENTIAL REBUILD

H / VHFHSZ	Y / N
Waste	Sewer / Septic
Hwy.	Y / N
Ded.	_____ ft.
Geology	Fault / Liq / LS
Methane	Y / N

Screeners's Name: _____ Date: _____

Project Address: _____

Plan Check No. _____

Description of proposed work: _____

THIS AGENCY REFERRAL FORM DETAILS THE CLEARANCES THAT WILL NEED TO BE OBTAINED FOR YOUR PROJECT DURING THE PERMITTING PROCESS. ADDITIONAL CLEARANCES MAY BE REQUIRED UPON DETAILED REVIEW OF YOUR PLANS. CLEARANCES CAN BE UPLOADED ONLINE VIA EPIC-LA OR SUBMITTED IN PERSON. TO SPEAK WITH A PROFESSIONAL ABOUT YOUR SPECIFIC PROJECT NEEDS, OR TO SUBMIT AGENCY CLEARANCES IN PERSON, PLEASE VISIT OUR ALTADENA ONE-STOP PERMIT CENTER.

BEFORE YOUR PERMIT CAN BE ISSUED:

LOCAL WATER COMPANY

- Provide a "Will-Serve" Letter from the water company for all new residential buildings
 - o See attached for guidance on how to obtain a Water Serve "Will-Serve" Letter
 - o Visit our Service Locator tool (pw.lacounty.gov/general/servicelocator) to find your location water company
- Only for Pasadena Water & Power: Complete fire flow form, Form 195 (<https://fire.lacounty.gov/wp-content/uploads/2022/02/Form-195-rev-02-2022-Final-fillable.pdf>)

SOUTHERN CALIFORNIA EDISON

- An Application Identification Number from SCE is required for all rebuilds, new ADUs, new panels and temporary power.
 - o Apply online at <https://www.sce.com/projectportal>
 - o Visit energized.edison.com/disaster-recovery or contact 1-800-250-7339 Monday-Friday, 7 a.m.-7 p.m., and Saturday, 8 a.m.-5 p.m. for assistance.

SCHOOL DISTRICT

- Fee payment required only for projects which add more than 500 SQ. FT. from the prior permitted structure(s)
 - o PASADENA UNIFIED SCHOOL DISTRICT:
 - 351 S. Hudson Avenue, Room 112, Pasadena, CA 91109-7000
 - (626) 396-3600 EXT 88117 OR email developerfees@pusd.us
 - If applicable, bring completed school district form (attached)

COUNTY SANITATION DISTRICT

- Clearance is required only for new connections to public sewer
 - o Complete Connection Fee Application and email it to connectionfee@lacs.org or call (562) 908-4288 EXT 2727

COUNTY PUBLIC LIBRARY

- Not required for residential rebuilds. Clearance is required only for new single-family dwellings
 - o Call (562) 940-8430, M-Th 7:30 am - 5:30 pm

**for information on eligibility for fee waivers/refunds, visit recovery.lacounty.gov/rebuilding/fee-waivers-and-refunds*



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DURING CONSTRUCTION:

After you have received your permit, these additional clearances will be required. Construction may begin before these steps are taken but must be completed before the project is finalized.

ELECTRICAL SECTION SOLAR REVIEW

- Solar is optional for rebuild residences or detached ADUs. Visit Los Angeles County to apply for Roof Mount Residential Solar Permit.

FUEL MODIFICATION

- Fuel Modification is only required for parcels located in Fire Hazard Severity Zones and documents can be uploaded online to your permit application in EPIC-LA or submitted in person at One-Stop Permitting Center.

FIRE SPRINKLERS

- Interior fire sprinklers are required by the state fire code for all new single-family dwellings, ADUs and duplexes. These can be uploaded online to your permit application in EPIC-LA or submitted in person at One-Stop Permitting Center.

DURING YOUR PROJECT'S REVIEW PROCESS:

Once you have submitted full building plans, LA County will perform the following reviews. These will be routed internally through the EPIC-LA system and comments will be provided if necessary.

DEPARTMENT OF REGIONAL PLANNING (ZONING REVIEW)

- A zoning review is the first step in LA County's permit review process. Zoning reviews verify what is proposed to be built on a property and where.

DEPARTMENT OF PUBLIC WORKS

- Drainage and Grading Section Plan Review:** Required to verify on-site drainage.
- Construction and Demolition Debris Recycling and Reuse Plan:** Required for all projects, as a percentage of your construction debris must be recycled or reused.
- Research Section:** Required for proposed means and methods not currently approved in the Codes.
- Mapping and Property Management – Address Assignment:** New addresses are required only for new (not replacement) single-family homes. Optional for ADUs but may be required in certain instances.
- Land Development Division:**
 - Highway Dedication may be required for non like-for-like rebuild
 - Construction Permit Section is required for work in the Road Right-Of-Way
 - Landscaped area > 500 SQ. FT. or rehab landscape > 2500 SQ. FT.
- Geotechnical and Materials Engineering Division (GMED) ->**

FIRE DEPARTMENT

- Fire Prevention Engineering:** Required for all rebuilds.

DEPARTMENT OF PUBLIC HEALTH

- Department of Public Health:** Required only for projects on private sewage disposal systems.

GMED Referrals:

- Seismic Hazard Zone**
Liquefaction / Seismically Induced Landslide / Fault Study
- Slope Stability**
Over-Steepened Slopes / Landslide / Debris Flow
- Retaining Walls or Systems**
Basement / Tiered / Soldier Piles / Tie-Back / Geo-Grid
- Foundation Recommendations**
Piles / Caissons / Mat / Repairs / Soil-Cement Columns
- Temporary Conditions**
Shoring / Steep Excavations / Slot-Cuts / Tie-Backs



Rebuilding Resources

Water Service “Will-Serve” Letters

Revised 6/26/25

What is a Will-Serve Letter?

A water agency “Will-Serve” Letter is an official document issued by a public water utility stating that the water agency is willing and has the capacity to provide water service to a planned project (e.g. house, commercial building), subject to specified conditions.

Do I need a Will-Serve letter if I am rebuilding “like for like”?

Yes. Even if water service existed before, rebuilding can change several factors, such as:

- a. Water demand (e.g., additional building footprint, more water fixtures)
- b. Current fire code compliance, including interior fire sprinklers and minimum fire hydrant flow and minimum water meter size requirements
- c. Changes in California water conservation laws and landscaping regulations

How much will water utility connection fees for a rebuild cost?

Connection fees and requirements vary by agency. Some agencies may require an additional service line and meter for ADU connections. All construction costs will be the responsibility of the owner. Please contact your water agency to verify associated costs.

Who is my water provider?

See the map on the back of this flyer or visit LA County Public Works service locator at <https://pw.lacounty.gov/general/servicelocator/> to find your utility providers and their contact information.

At what point in the rebuild permitting process should I go to my water agency?

Once your full building plans have been submitted for review is typically the best time, but it is recommended you contact your water agency early in the process.

What to bring with you to the water agency?

An electronic (PDF) copy of your plans and Will Serve Letter Application if required (some agencies prefer email).

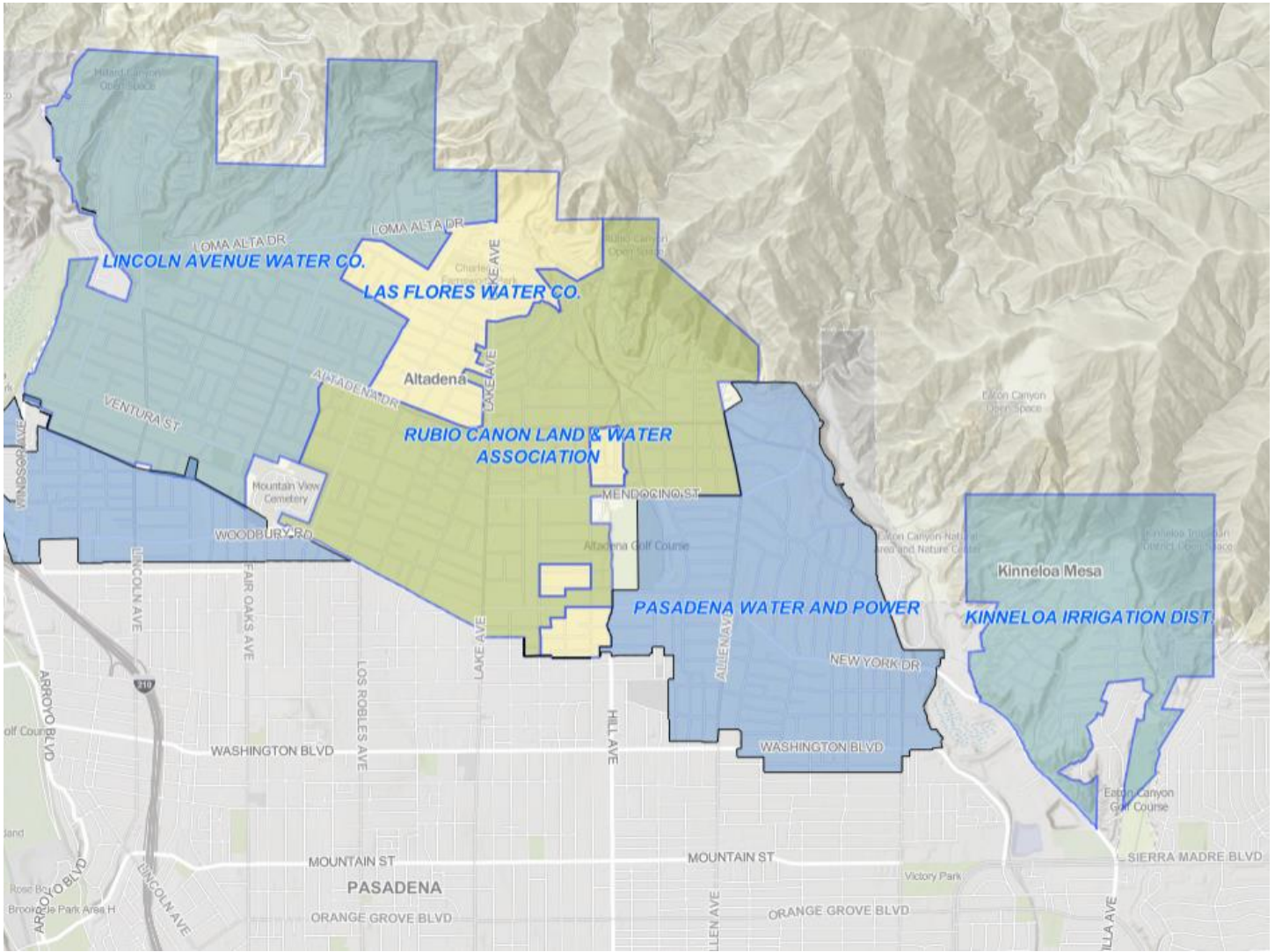
How long will it take to issue a Will-Serve Letter?

Review times may vary, but expect 10 business days or more.

Other Notes

- Water lines must be at minimum 10 feet away from septic tanks, sewer service laterals, and/or leach fields.
- Your new one- or two-family dwelling will require interior fire sprinklers. If a fire sprinkler system is connected to the domestic meter, a USC approved Double Check Valve Assembly is required to be installed at the fire sprinkler riser for backflow prevention by County of Los Angeles Department of Public Health.

Water Agencies in Eaton Fire-Impacted Unincorporated County Area



Who is my water utility?

Visit LA County Public Works service locator at <https://pw.lacounty.gov/general/servicelocator/> to find your utility providers and their contact information.

Water Agency	Kinneloa Irrigation District	Las Flores Water Co.	Lincoln Ave. Water Co.	Pasadena Water & Power	Rubio Canon Land and Water Association
Website	https://kinneloa.irrigationdistrict.info	https://lasfloreswaterco.com	https://lawc.org	https://pwp.cityofpasadena.net/waterusp/	www.rclwa.org
Hours	M-Th, 8a-5p	M-F, 7:30a-4p	M-F, 8a-4p	M-F, 7:30a-5:30p	M-Th, 7:30a-4p
Email	gm@kidwater.info	info@lasfloreswaterco.com	support@lawc.org	WPD_USPWater@cityofpasadena.net	service@rclwa.org
Phone	(626) 797-6295	(626) 797-1138	(626) 798-9101	(626) 744-4005	(626) 797-0509
Office	1999 Kinclair Dr, Pasadena, CA 91107	428 E Sacramento St, Altadena, CA 91001	564 W Harriet St, Altadena, CA 91001	150 S Los Robles Av, Suite 200, Pasadena, CA 91101	583 E Sacramento St, Altadena, CA 91001

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AGENCY CONTACTS

For any questions regarding referral agencies, please use this document to contact them directly.

Local Water Company

To find your water provider, visit: <https://pw.lacounty.gov/general/servicelocator/>

Kinneloa Irrigation District	626-797-6295	https://www.kinneloairrigationdistrict.info/begin-water-service
Las Flores Water Company, Inc.	626-797-1138	https://www.lasfloreswaterco.com/index.html
Lincoln Avenue Water Company	626-798-9101	https://lawc.org/general-information/customer-service/water-service/
Pasadena Water & Power Department	626-744-4005	https://pwp.cityofpasadena.net/manageservice
Rubio Canon Land and Water Association	626-797-0509	https://www.rclwa.org/

Southern California Edison (SCE)

- Customer Service Phone: 800-655-4555
- Website: www.sce.com/customer-service-center/help-center/request-support

Pasadena Unified School District

- Phone: 626-396-3600 ext. 88117
- Email: developerfees@pusd.us

County Sanitation District: 562-699-7411

County Public Library: 562-940-8430

Regional Planning: recovery@planning.lacounty.gov

Public Health: 626-430-5390, Monday – Friday, 8:00am – 5:00pm

Fuel Modification, Fire Sprinklers, and Fire Prevention:

- Fire Department: 626-320-1870 AND FIRE-AltadenaOneStop@fire.lacounty.gov

Department of Public Works

- **Drainage and Grading Section Plan Review:** Contact: Wein Chu, wchu@dpw.lacounty.gov
- **Construction and Demolition:** 626-300-2070 OR CND@dpw.lacounty.gov
- **Research Section:** 900 S. Fremont Ave., 3rd Fl, Alhambra, CA 91803-1331; 626-458-3170
- **Address Assignment:** https://epicla.lacounty.gov/help/doc/DPW_address-request.pdf
- **GMED** 626-458-4925; Monday – Thursday, 6:30am - 5:15pm
- **Land Development Division:** 626-458-3129 OR 626-458-3129; Mon-Thurs, 6:30am-5:15pm

