



Los Angeles County Public Works

900 South Fremont Avenue, Alhambra, CA 91803-1331

Telephone: (844) FIRE DEBRIS/ (844) 347-3332

Website: recovery.LACounty.gov

OPT-IN CHECKLIST

Here are the documents you will need to fill out the Right-of-Entry Form:

The County of Los Angeles and the affected cities within the County are working with the United States Army Corps of Engineers (USACE) and other federal and state agencies in a joint program to facilitate the safe removal and disposal of fire debris and ash. To obtain this service, property owners must submit documentation allowing these agencies access to their property.

- Download the Right-of-Entry Form at recovery.lacounty.gov
- Copy of government-issued identification (ID) (Driver's license, passport, etc.)
- Insurance Policy (if owner does not have insurance, this must be disclosed). The following page(s) are needed:
 - Declaration page
 - Debris Removal Coverage page
- Assessor's Parcel Number (APN)
- Signatures of All Owners, Trustees or Power of Attorney
- Signed and notarized document for authorized agent
- Provide a sketch of the property including locations of all structures, survey monuments, septic tanks, water wells, utilities, etc.

Property owned by One or More Person(s)

All owners listed on the title of the home must:

- Sign the Residential Debris Removal Right-of-Entry Permit form
- Provide a copy of government-issued ID(s)

Property recently sold or undergoing change of ownership

All property transferors and transferees listed on the title of the home must:

- Sign the Residential Debris Removal Right-of-Entry Permit form
- Provide a copy of a government-issued ID
- Sign a Property Transfer Affidavit

Property Address: _____
APN: _____

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Property owned by a Trustor other Legal Entity

If a home is owned by a Trust or other legal entity, please provide a copy of:

- First page of the Trust or other agreement
- Signature Authorization page
- Power of Attorney Signature page
- Any other relevant pages

Property Access

- Property is accessible through public road or right of way
- Property is only accessible through private roads or neighboring property (inaccessible through or not adjacent to a public road). Please provide neighboring property information:

Neighboring property address: _____

Neighboring property name and contact: _____

DEADLINE FOR SUBMITTAL IS APRIL 15, 2025

Applications may be submitted in person, or via e-mail, mail, or fax.

Below are more details:

Method for Submittal	Details
Document Drop off	<p align="center"><u>Disaster Recovery Center</u></p> <p align="center"><u>Disaster Recovery Centers Hours: 9:00 AM to 8:00 PM</u></p> <p>Altadena Disaster Recovery Center 540 W. Woodbury Road Altadena, CA 91001</p> <p>UCLA Research Park West 10850 West Pico Blvd. Los Angeles, CA 90064</p>

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Document Drop off (cont'd)	<p style="text-align: center;"><u>LA County Building and Safety – Office Hours: Please call ahead</u></p> <p>San Gabriel Valley Office 125 South Baldwin Avenue Arcadia, 91007 (626) 574-0941</p> <p>Calabasas Office 26600 Agoura Road, Suite 110 Calabasas, 91302 (818) 880-4150</p> <p>Headquarters Office 900 South Fremont Ave, 3rd Floor Alhambra, 91803 (626) 458-3173</p>
E-mail	<p style="text-align: center;"><u>ROE@pw.LACounty.gov</u></p> <p>*Please limit file size to 150 megabytes (MB) and contact our hotline at (626) 979-5370 if you do not receive confirmation within 2 business days.</p>
Mail	<p>Los Angeles County Public Works Environmental Programs Division ATTN: Debris Removal Team P.O. Box 1460 Alhambra, CA 91802-1460</p>
Fax	(626) 458-3569

**For questions, contact the Debris Removal Hotline at
(844) FIRE DEBRIS/ (844) 347-3332.**

For additional fire-related resources, visit recovery.LACounty.gov.

Property Address: _____
APN: _____

County of Los Angeles
Department of Public Works
900 S. Fremont Avenue Alhambra, 91803
Email: roe@pw.lacounty.gov



▶ Name of Owner(s)/Agent: _____

▶ Phone Number of Owner(s)/Agent: _____

▶ Email Address of Owner(s)/Agent: _____

▶ Property Address: _____

▶ Assessor's Parcel No. (APN): _____

Right of Entry Permit for 2025 Los Angeles Wildfires Debris Removal on Private Property¹

This Right of Entry (ROE) form enrolls the private property listed above ("Property") in the 2025 Los Angeles Wildfires Debris Removal Program (or "Program"), and permits the Government, as defined below, access to the Property for the purpose of conducting the activities described in the ROE at no out-of-pocket cost to the Owner. Participation in the Program is voluntary. After you have reviewed, completed, and signed this form, please return it to Los Angeles County at the address or email address listed above.

▶ **Authorization:** I / we, _____, certify that I am / we are the owner(s), or authorized agent of the owner(s), of the real property located at the above address (hereinafter "Owner"). I hereby certify that I/we have full power and authority to execute this Right of Entry Permit (ROE) without the need for any further action, including, but not limited to, notice to or approval from any other party.

I / we hereby grant the County of Los Angeles ("County"), the State of California ("State"), the Federal Government, and tribal representatives, including their officers, employees, agencies, and independent contractors, (collectively, the "Government"), a right to enter upon the real property specified above by address and APN (hereafter the "Property") and will guarantee access to the property for the purpose of conducting the activities described in the ROE .

¹ Reasonable Accommodations: Reasonable accommodations for individuals with disabilities are available upon request. Please contact Public Works coordinator at (626)458-7901.

A. AUTHORIZED ACTIVITIES

The Program activities that are authorized by this ROE are listed as "a" through "j" below. In addition, below you will be asked to select how your foundation will be addressed.

The Program includes the following activities:

- a) Assessment of the Property to identify site hazards, hazardous trees, environmental resources, and asbestos containing materials;
- b) Removal of asbestos containing materials if required;
- c) Removal of fire or wind damaged trees assessed as hazardous (not including stumps), and removal of other trees as needed that impact the public right of way or the debris removal crew's access;
- d) Removal of surface ash, which may include 6 inches of incidental soil;
- e) Removal of burned debris, which consists of burned home remains, including burned or partially burned furniture, personal belongings, white goods, household appliances, and patio furniture;
- f) Removal of chimneys and unsupported walls that are hazardous to debris removal crews;
- g) Demolition of clearly destroyed structures;
- h) Removal of damaged and destroyed vehicles, vessels, and other titled property;
- i) Installation of erosion control measures, such as straw wattles, compost socks, and/or hydromulch; and
- j) Tribal, archaeological, and biological monitoring, activities conducted for the purposes of environmental and historical preservation, in conjunction with the activities described above.

Continued on next page.

Foundation Options (select one)

As noted above, you are now being asked to indicate how you would like your foundations to be addressed. You must select either Option 1 or Option 2 below.

Only property owners that owned the property at the time of the fire or acquired the property through probate are eligible to enroll in Option 1 below:

Option 1 - Foundation will be removed by the Government. If you select this option, the Government will remove your foundation. In most cases, foundation removal will be performed as part of debris removal activities. However, in some situations, removal of the foundation may be more complex than is typical, such as instances where there are deep foundations or retaining structures. In such cases, the Government may determine that portions of the complex foundation system will be excluded from the removal. The Government will discuss with the Owner before making a final determination.

Option 2 – Foundation will not be removed by the Government. If you select this option, Owner will be responsible for the removal of their foundation. Owner acknowledges that foundations may be damaged during debris removal activities, which may require the use of heavy equipment.

By signing this ROE, the Owner authorizes the Government access to perform the activities described above, including the option selected related to foundations, until the activities are completed. Program completion is determined at the sole discretion of the Government. The Owner also grants to the Government the right to determine, in the Government's sole discretion, which destroyed structures, hazard trees, materials, and items on the Property are eligible and will be removed as part of its Program. The Owner shall be notified by the County when debris removal work is complete and shall be provided a Final Sign Off Report documenting the completion of the work.

B. INSURANCE REIMBURSEMENT

This section applies if any of the fire-damaged structures on the Property were insured. This section describes what portion of your insurance coverage may need to be provided to the Government and asks you to provide information on your insurance policies. If you did not have any insurance, you will sign at the end of this section.

1. Reimbursement

Wildfire-generated debris and hazard tree removal under the Program is provided at no direct cost to the Owner. However, the Owner hereby agrees to file an insurance claim if Owner possesses homeowner's or property insurance. Most homeowners' insurance policies include coverage for debris removal and hazard tree removal. State and federal law prohibit a duplication of benefits (42 USC § 5155), requiring Owner to reimburse debris removal and/or hazard tree removal insurance proceeds to the Government. In consideration of the Government's agreement to remove wildfire-related debris and hazard trees under the Program,

Right of Entry Permit for 2025 Los Angeles Wildfires Debris Removal on Private Property

Owner agrees to assign debris removal and/or hazard tree removal insurance proceeds to the County and to release their insurance information and a copy of their insurance policy(ies) to the County. Owner authorizes the County to inform the insurance company listed below of this assignment. Owner further authorizes the insurance company and the County to communicate directly with each other regarding any and all insurance issues related to the Program, and Owner authorizes the insurance company to pay the assigned proceeds, as defined below, directly to the County upon final settlement. This ROE shall constitute Owner's compliance with California Insurance Code section 791.13.

- i. **Specified Debris and/or Hazard Tree Removal Insurance Coverage:** If Owner's insurance in effect at the time of the wildfire provides specific coverage for wildfire-generated debris and hazard tree removal, then Owner hereby assigns any and all rights, benefits, and proceeds associated with this specific coverage to the County. Owner further authorizes that any such benefits or proceeds be paid directly and solely to the County, up to an amount not exceeding the actual cost of the wildfire-generated debris and hazard tree removal. Owner shall not be responsible for any further wildfire-generated debris and hazard tree removal costs incurred by the Government. If Owner spends some or all of this coverage on other debris removal expenses allowable under their insurance policy, Owner may request a refund by submitting documentation to the County demonstrating the costs incurred and the allowability of those costs. Owner is responsible for confirming the allowability of such debris removal expenses with their insurance provider.
- ii. **No Specified Debris and/or Hazard Tree Removal Insurance Coverage:** If Owner's insurance in effect at the time of the wildfire does not provide specific and separate coverage for wildfire-generated debris and hazard tree removal, but such coverage is included within another larger coverage category, then payment to the County shall be limited to the unused benefit amount after the residence is rebuilt. Owner hereby assigns any and all rights, benefits, and proceeds of any unused benefit amount that is eligible for debris and hazard tree removal remaining in a larger coverage category to the County, in an amount not to exceed the actual cost of the wildfire-generated debris and hazard tree removal.

Owner hereby authorizes the County to request, receive, and collect the assigned insurance proceeds, as defined above, directly from the insurer. Owner further acknowledges their obligation to submit copies of all applicable insurance policies to the County along with this executed ROE.

C. RELEASE, INDEMNIFICATION, AND INCIDENTAL DAMAGE

This section explains that some damage to your property may occur during debris removal, including to driveways and private roads. This section releases and indemnifies the Government from claims related to damage caused by Program activities.

- 1. Release and Waiver of Liability:** Owner acknowledges that the Government's decisions about when, where, and how to provide wildfire-generated debris and hazard tree removal on Owner's property are discretionary functions. Owner hereby acknowledges that the Government is not liable for any claim based on the exercise or performance, or failure to exercise or perform, a discretionary function and promises not to make such a claim. **Owner further releases the Government from all liability for any damage or loss whatsoever that may occur during or after the Program. Please also see Sections 2 and 3 below.** Owner, therefore, waives any claims or legal action against the Government, in accordance with state and federal law, including the California Emergency Services Act, California Government Code section 8655, California Code of Regulations, Title 19, section 2925, and the Stafford Act, 42 United States Code, section 5148 and acknowledges the immunity contained therein for any and all activities conducted pursuant to this Right of Entry. Nothing in this section impacts the Owner's right to pursue claims with insurance companies under their applicable insurance policy or policies. Owner acknowledges that enrollment in the Program is entirely voluntary and hereby accepts the release and waiver of liability by affirmatively enrolling in the Program.
- 2. Indemnification:** Owner agrees to indemnify, hold and save harmless the Government from any and all claims, damage, or losses arising out of the Program activities carried out pursuant to this ROE.
- 3. Driveway, Roadway, and Other Incidental Damage:** Multi-ton excavators must perform much of the demolition, consolidation, and loading of fire debris into trucks for removal to appropriate recycling and disposal and end use sites. The scale and weight of this equipment, and the weight of loaded trucks hauling debris out of fire-damaged neighborhoods, often exceeds the design capacity of residential driveways, sidewalks, and roadways. Crews will take reasonable precautions to mitigate against damage. However, Owner acknowledges that cracking and damage to asphalt and concrete pavement is a common and unavoidable consequence and is therefore considered incidental to the Program. By signing this ROE and opting into the Program at this Property, the Owner acknowledges the risk of such incidental damage, as well as their responsibility for the cost of any repairs to private property or jointly-owned private roadways that may be caused by the Government or its contractors in the performance of the Program. Owner may submit a complaint regarding any improved property that Owner believes was damaged as a result of negligence during the Program operations at recovery.lacounty.gov. However, Owner acknowledges that

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section C.1 of this ROE limits the liability of the Government with respect to such damage if any. Owner acknowledges pursuant to section C.2 that they indemnify, hold, and save harmless the Government from any repair claims described above or any other incidental and unavoidable damage occurring as a result of routine operations associated with the Program.

- D. Terminating ROE/Withdrawing from the Program:** Owner may withdraw from the Program by submitting an executed *Withdrawal Form* to the County at (available upon request). If Owner withdraws after work commences under the Program, the Government may seek reimbursement for expenses incurred up to the point of withdrawal, including insurance proceeds, as defined above, directly from the insurance company. Withdrawal from the Program does not terminate Owner's assignment of insurance proceeds to the County.
- E. Property Sales:** Any property that is sold prior to issuance of the cleanup certification will be withdrawn from the program unless both new and previous Owners sign a property transfer affidavit (available from the County) and the new Owner fills out an ROE. Costs for work completed will be billed to the insurance company of the owner of the Property at the time of the wildfire, if applicable.
- F. Fraudulent or Willful Misstatement of Fact:** An individual who fraudulently or willfully misstates any fact in connection with this ROE may be subject to penalties under state and federal law, including civil penalties, imprisonment for not more than five years, or both, as provided under Title 18 of the United States Code, section 1001.
- G. Public Records Act:** Owner acknowledges that completed ROE forms may be subject to public disclosure under the California Public Records Act (Government Code section 7920.000 et seq.) and other applicable state and federal laws.

Continued on next page.

Signatures Required for Program Inclusion

 _____

Printed name of Owner or Agent

 _____

Signature of Owner or Agent

Date

 _____

Printed name of Second Owner or Agent

 _____

Signature of Second Owner or Agent

Date

 _____

Printed name of Third Owner or Agent

 _____

Signature of Third Owner or Agent

Date

Approved by the County of Los Angeles and verified that the Property, APN, and Owner are accurate and meet the eligibility requirements of the program:

Title and Printed name of County Representative

Signature of County Representative

Date

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**Property Information Form
2025 Los Angeles Wildfires Debris Removal Program**

Please complete this form to assist in the removal of debris from your property, including destroyed structures and vehicles, and submit it with your Right of Entry Permit.

General Information

Street Address		Unit #	
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City		County	
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Zip Code		Assessor's Parcel Number (APN)	
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Destroyed Structures

Is there a destroyed structure 120 square feet (10' by 12') or larger on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Is the property currently occupied?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown
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Type of Structure	Number of Destroyed Structures
Houses (including mobile homes)	
Detached Garages	
Outbuildings	
Sheds	
Barns	
Storage Containers	
Other	
Description of Other Structures	

Year of Construction of Main Structure	
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Is there a basement or root cellar on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Description:
Is there a septic or leach field on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Description:
Is there a well or water tank on the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Description:
Did you run a business on the property (not including home-based businesses)?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Description:
Did you own the property at the time of the fire?	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Other Details and Access Information

Please describe any other details about the property (stream crossings, property easements, neighbor concerns, etc.).	
Please describe the typical way to access the property and any concerns you may have (locked gates, bridge access required, dogs or other animals, etc.).	
Voluntary organizations may be available to assist in the recovery of urns and human remains. Please indicate if you would like to be referred to a voluntary organization.	<input type="checkbox"/> Yes, please refer this Property Information Form to relevant voluntary organizations. <input type="checkbox"/> No

Battery Back-up Power Sources

Does your property have any alternative power storage devices (i.e. lithium-ion battery wall, solar)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	Description/Location:
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Destroyed Vehicles

Please indicate the type of vehicle (for example, Car, Van, SUV, Pickup Truck, Motorcycle, ATV, Heavy Truck, Tractor, Heavy Equipment, Vessel, Other), Make/Model (please check box if an Electric/Hybrid Vehicle), Year, and VIN of each destroyed vehicle on the property. You may also indicate whether you would like the vehicle excluded from debris removal. If you request to exclude a vehicle, our crews will do their best to honor your request. It may be necessary to relocate the vehicle to access debris and remove contaminated soil from under the vehicle. **Please use the back of this form for additional entries.**

Vehicle Type	Make/Model	Year	VIN	Exclude from Debris Removal?
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude
	<input type="checkbox"/> EV			<input type="checkbox"/> Exclude

Property Sketch

Items to include: Location of destroyed structures and vehicles, location of septic tanks, leach fields, and wells, access from main road, any streams/rivers or bridges, approximate property boundaries, any items you would like excluded from debris removal, any site hazards.

