

RECORDING REQUESTED BY:  
CITY OF COVINA

WHEN RECORDED RETURN TO:  
CITY CLERK  
CITY OF COVINA  
125 EAST COLLEGE STREET  
COVINA, CA 91723-2199

Recording fee: Exempt  
(Government Code section 6103)

SPACE ABOVE THIS LINE FOR RECORDER'S USE

## STREET DEED

Documentary Transfer Tax: Exempt (Revenue & Taxation Code – Section 11922)

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

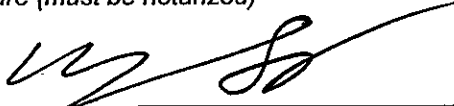
Owner: **Longcong Ke and Meiqin Ke**, husband and wife, as community property with right of survivorship

Hereby GRANTS to the CITY OF COVINA, a municipal corporation, an easement for Street and Alley purposes and all other uses appurtenant thereto (including but not limited to the construction, use, operation, maintenance and repair) in, over, under, and upon the real property located in the City of Covina, County of Los Angeles, State of California described in Exhibit "A" (legal description) and as shown on Exhibit "B" (plat).

See Legal Description and Plat Map attached thereto and by this reference made a part hereof.


Also known as: 270 W. Dexter Street Assessor's Parcel No. 8444-010-010  
*Address*

Signature (must be notarized)



**Longcong Ke**

Signature (must be notarized)



**Meiqin Ke**

### CITY ACCEPTANCE STATEMENT

This is to certify that the interest in real property conveyed by the within instrument to the City of Covina, California, a municipal corporation, is hereby accepted by order of the City Council on \_\_\_\_\_ and the grantee consents to the recordation thereof by its duly authorized officer.

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Andrew Aleman  
City Clerk

This certificate is attached to a 1 page document dealing with/entitled Street Deed and dated 03/06/2025

### California JURAT

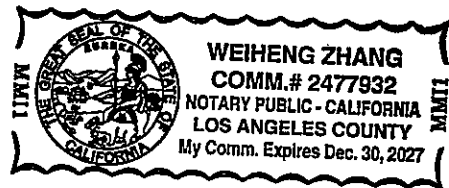
*A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.*


State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 6<sup>th</sup> day of March, 2025, by Meiqin Ke

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



Signature  (Seal)

Printed 01-20

This certificate is attached to a 1 page document dealing with/entitled Street Deed and dated 03/06/2025.

### California JURAT

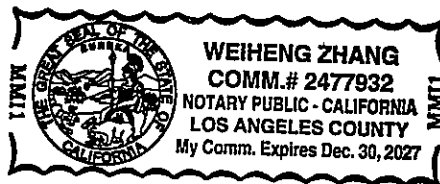
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 6<sup>th</sup> day of March, 2025, by Longcong Ke,

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.



Signature  (Seal)

Printed 01-20

**EXHIBIT "A"**  
**LEGAL DESCRIPTION**  
**GRANT OF EASEMENT**

POR. APN: 8444-010-010  
PARCEL 1:

PORTIONS OF LOTS 9 AND 10 IN BLOCK 20 OF PHILLIPS TRACT, IN THE CITY OF COVINA, COUNTY OF LOS ANGELES, STATE OF CALIFORNIA, AS PER MAP RECORDED IN BOOK 9, PAGE 3 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY. SAID PORTIONS MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THE SOUTHERLY 3.50 FEET OF THE EAST 15.00 FEET OF SAID LOT 10 AND THE SOUTHERLY 3.50 FEET OF THE WEST 40.00 FEET OF SAID LOT 9.

THE ABOVE DESCRIBED EASEMENT CONTAINS AN APPROXIMATE AREA OF 193 SQUARE FEET, MORE OR LESS.

ALL AS SHOWN ON EXHIBIT "B" ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF.

*Francis K. Lin*

FRANCIS K. LIN  
P.L.S. NO. 9645

FEBRUARY 14, 2025  
DATE





# Standard Application Form – 1

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

### Applicant Information

Name of Proposed Project:		<b>STAFF USE ONLY</b>
Project Address: 270 W Dexter St, Covina, CA 91723		
Assessor's Parcel Number: 8444-010-010		
Phone: ( )	E-Mail:	
Applicant Name:		
Applicant Address:		
Property Owner Name: Longcong Ke and Meiqin Ke		
Property Owner Address:		

### Project Type

Please check the type of project review requested. If you are applying for more than one review you may check all that apply.

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Conditional Use Permit              | <input type="checkbox"/> PCD Amendment   | <input type="checkbox"/> Tree Preservation Permit<br><input type="checkbox"/> Minor |
| <input type="checkbox"/> Development Agreement               | <input type="checkbox"/> Public Convenience or necessity (ABC)                           | <input checked="" type="checkbox"/> Vacation of Alley, Easement, Street             |
| <input type="checkbox"/> General Plan Amendment              | <input type="checkbox"/> Site Plan Review-Major  | <input type="checkbox"/> Variance   |
| <input type="checkbox"/> Historic Structure Designation      | <input type="checkbox"/> Site Plan Review-Minor (Residential)                            | <input type="checkbox"/> Variance (Minor)   |
| <input type="checkbox"/> Lot Line Adjustment                 | <input type="checkbox"/> Site Plan Review-Minor (Non-Residential)                        | <input type="checkbox"/> Zoning Code Amendment/ Zone Change                         |
| <input type="checkbox"/> Pre-Application Review              | <input type="checkbox"/> Tentative Parcel Map<br><input type="checkbox"/> Time Extension | <input type="checkbox"/> _____<br>(Other)   |
| <input type="checkbox"/> Planned Community Development (PCD) | <input type="checkbox"/> Tentative Tract Map<br><input type="checkbox"/> Time Extension  | <input type="checkbox"/> _____<br>(Other)   |

### Project Description

Detailed Description of Proposed Project (Attach Additional Sheets if Necessary)

### Owner Certification

I certify that I am presently the legal owner of the above described property. Further, I acknowledge the filing of this application and certify that all of the above information is true and correct. If applicant is different from the legal property owner, a property owner's authorization form must accompany this application.

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

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

### STAFF USE ONLY

Date Received:	Received by:	Fees:	Receipt No:
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# Standard Application – 2

## Property Owner's Authorization Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

List the name(s) and address(es) of all property owner(s).

1. Owner Name: Longcong Ke  
Complete Address: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_
2. Owner Name: Meiqin Ke  
Complete Address: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_
3. Owner Name: \_\_\_\_\_  
Complete Address: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### Certification Statement

This letter shall serve to notify you and certify that I/we am/are the legal owner(s) of the property described in the attached application and do hereby authorize:

Applicant's Name: Longcong Ke Phone: \_\_\_\_\_

Applicant's Complete Address: \_\_\_\_\_ Email: \_\_\_\_\_

To file and present my/our interest for the referenced application(s): \_\_\_\_\_

Name (printed): Longcong Ke

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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



# Standard Application – 3 Project Description Form

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**The following information must be completed and submitted with new applications: (Print or type all information entered)**

### A. General Information

Project Address or Assessor's Parcel Number: 8444-010-010

Site Area: \_\_\_\_\_ Building Area: \_\_\_\_\_ Building Height: \_\_\_\_\_ No. of Floors: \_\_\_\_\_

Total anticipated number of employees: \_\_\_\_\_ Max shift: \_\_\_\_\_ Hours of operation: \_\_\_\_\_

Does the business involve the sale of any food or beverages?  No  Yes

Will the project be built in phases?  No  Yes If YES, a phasing plan is required to be submitted.

Will any permits be required from agencies other than the City (including a Hazardous Materials Business Plan)?

No  Yes If yes, list: \_\_\_\_\_

Will the project use, store, or dispose of potentially hazardous chemicals, materials, toxic substances, flammables or explosives?  No  Yes If yes, describe: \_\_\_\_\_

If any of the above answers are YES, please describe in detail on a separate sheet.

### B. Existing Land Uses of the Subject and Surrounding Properties

Subject property: \_\_\_\_\_

North: \_\_\_\_\_

East: \_\_\_\_\_

South: \_\_\_\_\_

West: \_\_\_\_\_

### C. Physical Site

Will the project modify existing natural features?  No  Yes If YES, please describe in detail on a separate sheet?

Estimated cubic yards of grading involved in the project:  None  Cut = \_\_\_\_\_ Fill = \_\_\_\_\_

What is the maximum height and grade of constructed slopes? \_\_\_\_\_

### D. Archaeological/Historical

Is the project located in an area of archaeological or historical sensitivity as identified in the Covina General Plan?

No  Yes If YES, please describe in detail on a separate sheet.

### E. Flora and Fauna

Describe the types of vegetation and trees in the project area: \_\_\_\_\_

\_\_\_\_\_

Number of Oak trees on the site: \_\_\_\_\_ Number of Oak trees to be removed: \_\_\_\_\_ a Tree Permit application must be obtained

Describe the types of wildlife found in the project area: \_\_\_\_\_

\_\_\_\_\_

**F. Noise**

Will the project increase noise levels within the project area of surrounding neighborhood?

No  Yes If YES, please describe in detail on a separate sheet

Will the project increase the amount of light, vibration, dust, ash, smoke, or odors during construction or after development?  No  Yes If YES, please describe in detail on a separate sheet.

**G. List of Attached Environmental Reports**

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Contact person for environmental: \_\_\_\_\_ Phone: \_\_\_\_\_

Environmental firm: \_\_\_\_\_ E-mail: \_\_\_\_\_

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

**H. Certifications**

Government Code Section 65962.5 requires the Planning Division to make available to applicants the most current list of "Identified Hazardous Waste Sites" from the State Office of Planning and Research. The list is available on the web at <http://www.dtsc.ca.gov/under> Mandated Web Site Postings.

All applicants must complete and sign the following statement in order for the Planning Division to deem the application complete.

"I, \_\_\_\_\_, certify that I have reviewed the list of "Identified Hazardous Waste Sites" from the Office of Planning and Research and have determined that the site that is the subject of this application is not on said list."

I hereby certify that to the best of my ability, the statements furnished above and the exhibits submitted with this application present the data and information required for this initial evaluation and that the facts, statements, and information presented are true and correct to the best of my knowledge. Furthermore, I understand that failure to provide the plans and information required may result in this application not being accepted as complete for planning and processing.

Name (printed): Longcong Ke Date: \_\_\_\_\_

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

Representative for: \_\_\_\_\_

Title: \_\_\_\_\_





# Standard Application Project Contact List

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

**The following information must be completed and submitted with new applications: (Print or type all information entered)**

**Project Location:** 270 W Dexter St, Covina, CA 91723

**STAFF USE ONLY  
FILE NO.:**

**Applicant:** Longcong Ke

**MUNIS:**

**Primary Contact Person:** Longcong Ke

**RELATED FILES:**

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**

**Secondary Contact Person: (Please Specify Name, Company, Title)**

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**

**Legal Property Owner:** Longcong Ke and Meiqin Ke

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**

**Architect:** **Contact Person:**

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**

**Engineer:** **Contact Person:**

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**

**Landscape Architect:** **Contact Person:**

**Address:**

**Phone:**

**Fax:**

**E-mail Address:**



# Standard Application Non-Residential Project Summary Table

Community Development Department – Planning Division  
125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

## PROJECT INFORMATION

Project Name: \_\_\_\_\_  
 Project Address: \_\_\_\_\_  
 General Plan: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

### PROJECT AREA

Gross		Acres
Net (Exclusive of dedication for major external and secondary streets)		Acres
AREA DISTRIBUTION (Net Area)	Acres/Sq. FT.	% of Net Project Area
Building Coverage		
Landscape Coverage		
Vehicular Coverage (Including parking, drive aisles, etc.)		
Floor Area Ratio		

### FLOOR AREA DISTRIBUTION BY PROPOSED USE (Based on Net Area)

Area of Building Pad	No. of Stores	Gross Floor Area	Proposed Use

### PARKING ( Calculate Each Use Within a Building Separately)

Type of Use	Parking Ratio	# Spaces Req.	# Spaces Provided
<b>Total:</b>			



# Standard Application

## Residential Project Summary Table (5 or more Lots/Units)

Community Development Department – Planning Division

125 East College Street • Covina, California 91723 • (626) 384-5450 / Fax: (626) 384-5479

### PROJECT INFORMATION

Project Name: \_\_\_\_\_  
 Project Address: \_\_\_\_\_  
 General Plan: \_\_\_\_\_  
 Zoning District: \_\_\_\_\_

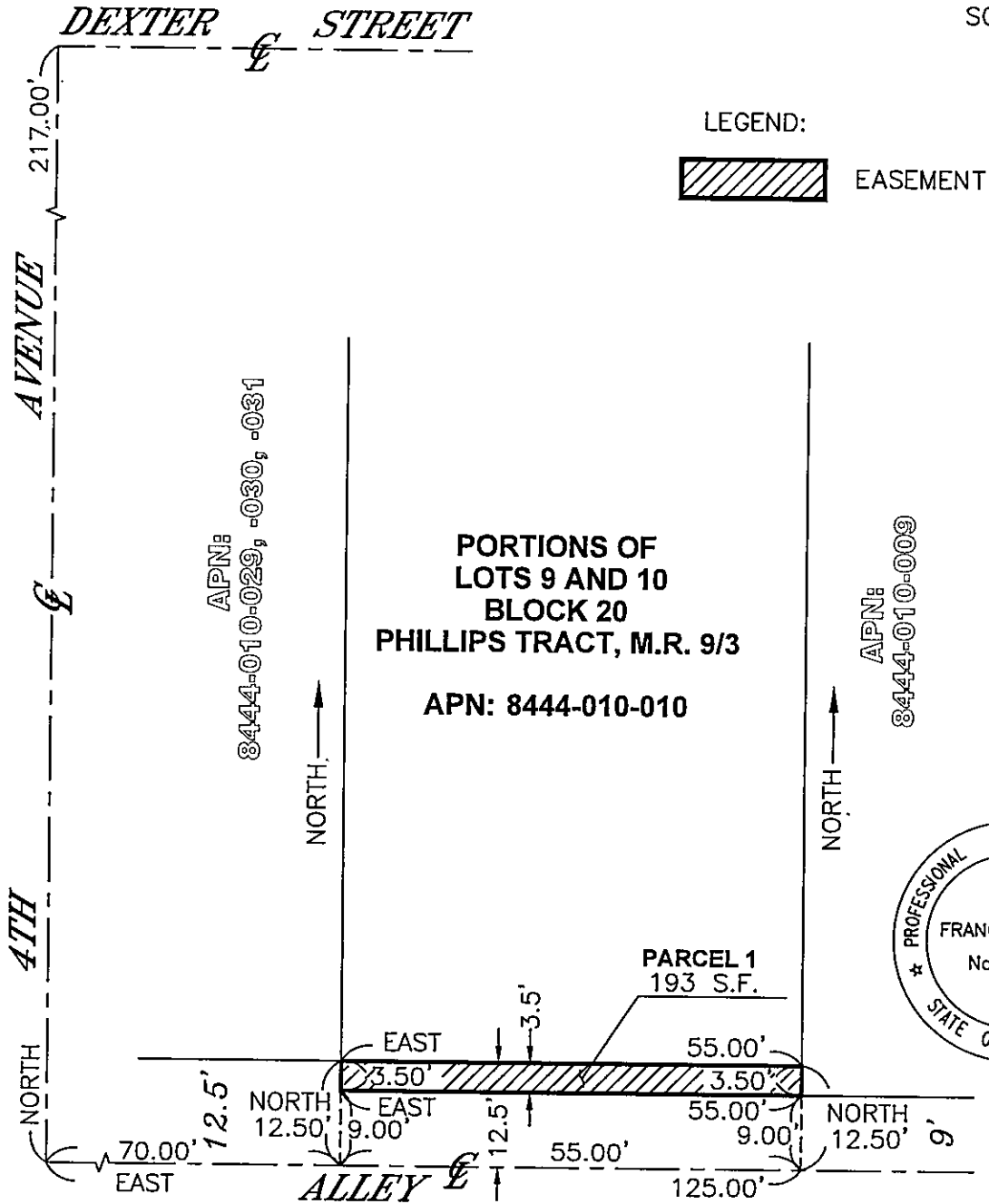
PROJECT AREA				
Gross			Acres	
Net (Exclusive of dedication for major external and secondary streets)			Acres	
DWELLING UNITS (Based on Net Area)	Number	Net Density		
Single Family Detached				
Duplex				
Multi Family				
Bachelor				
One Bedroom				
Two Bedroom				
Three Bedroom				
Four Bedroom				
Total:				
AREA DISTRIBUTION (Based on Net Area)	Acres/Sq. Ft.	% of Net Project Area		
Building Coverage				
Landscape Coverage				
Common Open Space				
Private Open Space				
Usable Open Space (Common + Private)				
Floor Area Ratio				
PARKING	Parking Ratio	# of Units	Spaces Req'd	Spaces Provided
Single Family Detached				
Duplex				
Multi Family				
Bachelor				
One Bedroom				
Two Bedroom				
Three Bedroom				
Four Bedroom				
Guest Parking				
Total:				

**EXHIBIT "B"**  
GRANT OF EASEMENT  
PLAT MAP

NOTE:  
THIS PLAT WAS PREPARED FROM  
PHILLIPS TRACT, M.R. 9/3.



SCALE 1"=20'



CAL LAND ENGINEERING & ASSOCIATES, INC.  
574 E. LAMBERT ROAD, BREA, CA 92821  
(714)671-1050 FAX (714)671-1090

*Francis K. Lin*

FRANCIS K. LIN PLS 9645  
FEBRUARY 13, 2025

270 W. DEXTER STREET  
COVINA, CA 91723