

PROJECT PROCESS

Redevelopment Plan Area Administrative Review (Permit Clearances or Project Referrals)

Step 1: Create an Online Account

Create an account before submitting for the request. Once you have an account please click My Projects and then click Create New Project then select Redevelopment Project Area Administrative Review (Permit Clearance) for projects that only require a permit clearance sign off or Pre-Application Review (Referral) for projects that require a Referral for a case filing.

Step 2: Upload Required Materials

What is required?

- Permit Clearance Sheet (with 15 digit building permit number)
- RDP Intake Form
- Site Plan
- Plot Plan
- Project Referral Intake Form
- Project Plans

Step 3: City Planning Redevelopment Plan Unit Review

Review of intake form and materials by City Planning.

Step 4: Possible Revisions and Plan Updates

Request of applicant to update and revise form or materials by City Planning, should the need arise.

NOTE: Once the materials and plans are finalized and accepted please allow 10-15 business days for staff to complete their formal review of the project.

Step 5: Finalizing and Stamping of Plans

Permit Clearances - Permit clearances issued by Redevelopment Plan Unit. Clearance issuance of building permit from the Los Angeles Department of Building and Safety (LADBS).

**Note: If the project includes other entitlements, the finalizing of plans and clearances cannot be completed until the entitlements has been approved by the final decision maker.*

Project Referrals - Redevelopment Referral issued to applicant for case filing to City Planning