

Required Referrals from the Bureau of Engineering

OFFICE LOCATIONS

Downtown

Bureau of Engineering Land Development Group
201 N. Figueroa, Suite 200
Los Angeles, CA 90012
(213) 977-8945

Valley/Van Nuys

Bureau of Engineering, Valley District
6262 Van Nuys Boulevard, Suite 251
Van Nuys, CA 91401
(818) 374-5090

STREET DEDICATIONS AND IMPROVEMENTS

The Department of Public Works, Bureau of Engineering requires review and analysis of certain projects to determine if street dedications and/or improvements will be required. For these projects, the receipt from Building and Safety is part of the application package for the Department of City Planning. This is done to reduce the overall approval time.

Applications for the projects listed below do not require analysis for street dedication and improvements.

- Subdivision application.
- Any filing incident to a subdivision filing.
- Non-habitable accessory buildings or structures, including wireless telecommunications facilities, over height fences and retaining walls as the only discretionary request.
- Conditional Use Permit (including alcoholic beverages) or Zone Variance that do not involve new construction, additional dwelling units or additional floor area.
- Residential new construction with one or two dwelling units not in a Hillside Area.

Applications for the projects listed below do require review and analysis for street dedication and improvements and submittal of materials to the Department of Public Works, Bureau of Engineering. **A receipt from Building and Safety is required as part of the application to the Department of City Planning.**

- Zone Change, not incident to a subdivision application.
- New construction of a commercial, industrial, or mixed use (with residential) building
- Additional floor area for an existing commercial, industrial or mixed use building.
- Residential new construction that results in three or more dwelling units.
- Additional floor area that results in expanding the building envelope and adding additional dwelling units in an existing residential building.
- Legalization of any commercial, industrial, or multi-family residential floor area built without permits.

The following materials should be submitted to the Bureau of Engineering at the address listed above:

- a) Copy of the completed Master Land Use Application.
- b) Copies of the Radius Map or Abutting Owners Map.
- c) 2 Copies of the Plot Plan.
- d) Photos of the sidewalk and curb adjacent to the subject property
- e) Check to, and in the amount specified by, the Bureau of Engineering.

HILLSIDE AREAS (LAMC 12.21-A,17)

New construction of, or additions to, one-family dwellings located in whole or in part in a Hillside Area in the A1, A2, RA, RE, RS, R1 or RD Zone are subject to the Hillside Ordinance, which may require the applicant to provide street dedication and/or improvements. A Hillside Referral Form from the Department of Public Works, Bureau of Engineering will indicate what, if any, street dedication and improvements will be required. **A Hillside Referral Form completed and signed by the Bureau of Engineering is required as part of the Department of City Planning's submittal package for projects in Hillside Areas.**

Applications for the projects listed below may be exempt from hillside street dedication and/or improvements. Check with the Bureau of Engineering, Public Works to confirm if these exceptions will apply.

- One-family dwellings or accessory buildings and additions within a Subdivision or approved Tentative or Final Tract.
- Any construction on a lot with a vehicular access from a street improved with a minimum 28-foot-wide continuous paved roadway.
- Additions to a one-family dwelling existing before September 14, 1992, provided that:
 - a) The total cumulative floor area of all such additions does not exceed 750 square feet (not including floor area devoted to required parking).
 - b) The resulting building does not exceed the greater of the height of the original building or the height permitted in LAMC Section 12.21-A,17(c).
 - c) At least two (2) off-street parking spaces are provided.
- Remodeling of a main building which does not add square footage and for which the aggregate value of the alterations within a one-year period does not exceed 50 percent of the replacement cost of the main building.