



PLOT PLAN

Plot Plans submitted to Los Angeles City Planning shall comply with the following specifications. Additional materials or information may be required according to each type of application. If the project is located within a Specific Plan or Overlay Zone, check with the assigned planner prior to preparing these plans, as some have additional or different landscaping requirements. An Assignment List can be found on the City Planning website at <http://planning.lacity.org> under the “About” tab.

Plot Plans shall be of sufficient clarity to indicate the nature and extent of the proposed work and to demonstrate conformance with the provisions of all applicable regulations. Applications filed with Plot Plans that do not substantially conform with these instructions, or are unclear or illegible, will result in delays in application processing.

Summary Tables

- The Plot Plan shall include a Summary Table that identifies relevant information to the proposed project. Depending on the application, categories should include:
 - *Lot area (pre- and post-dedication, if applicable) and buildable area*
 - *Square footage of proposed uses (and existing uses for change-of-use projects), based on Floor Area per LAMC Chapter 1 and other applicable Planning and Zoning requirements for area calculations*
 - *The number of existing, proposed, and demolished or to-be-demolished housing units*
 - *Open Space required and provided, indexed to an Open Space diagram*
 - *Landscaping required and provided, indexed to landscape plans*
 - *Parking spaces required and provided, indexed to applicable plan sheets*
 - *Number of seats indoor and outdoor for non-residential uses, indexed to applicable plan sheets*
 - *Proposed and maximum allowed heights of all buildings and structures*
 - *Requested entitlement, including any affordable housing incentives where applicable*
 - *Other relevant data*

See exhibits for examples.

Technical Requirements

Internal Consistency of Submittals

- All plan submittals, including civil, architectural, and landscape plans, shall be coordinated with each other and shall be consistent with all other documents submitted as part of the

entitlement application. Note that submittals that are internally inconsistent may be deemed incomplete and result in delays in project review.

Scale

All plans shall be drawn to scale, with the scale indicated and graphically displayed.

- The Plot Plan shall be accurate to within 1/16".
- Full size plans shall be at a scale of 1/8"=1' or larger (if not possible, see following checkbox).
- Full size plans for sites over two acres may be provided at a scale smaller than 1/16"=1', provided that additional plans of key areas are provided at 1/8"=1' scale.
- Reduced plans at 11"x17" size shall be drawn to scale and legible.

Orientation

- North shall be shown and oriented towards the top of the page. True north shall also be indicated.

Location

- Include site address(es), legal description(s) including Arb number(s), and names of abutting streets and public rights-of-way.

Boundary Line

- The site boundary shall be shown by a heavy-broken line and clearly labeled.

Dimensions

Dimensions shall be provided for all important measurements, including:

- Property lines (pre- and post-dedication, if applicable), yards, setbacks, building or structure height, building footprints, minimum distances between structures and other key features (as applicable to the request).
- If there is more than one zone classification on the subject property, the zone boundary and dimensions shall be indicated.

Area Calculations

- Square footage calculations for all notable areas (e.g., main and accessory structures, landscaped areas, common and private open space, lot coverage).

Floor Area Ratio (FAR) Calculations

- FAR Calculations (proposed and maximum permitted) for entire project site, unless an alternative area measurement is provided in a relevant Specific Plan Zoning Overlay Plan, or

other applicable planning rule. In those instances, provide a calculation and diagram demonstrating compliance with those rules.

Plot Plan Instructions

A **Plot Plan** must clearly and completely show the intent of the project and its uses and their locations on the site. Clearly label, identify, and differentiate the following features (and include dimensions for important distances):

Location and Uses of All Buildings and Structures (Including Walls and Fences)

- Existing structures to be demolished and existing structures to remain
- Existing structures or walls to be demolished shall be shown with dashed or hatched lines
- Proposed structures to be constructed or added

Parking / Loading

- Parking areas (including stalls), on-site circulation, and dimensions for driveways and/or access to the site.
- Parking table (number of existing stalls, number required by the Los Angeles Municipal Code (LAMC), Specific Plan, or pursuant to Advisory Agency Parking Policy ([CP-6976](#)), and proposed number of parking stalls to be provided. Indicate any applicable parking ratio formulas.
- Location of residential guest parking stalls.
- Loading areas: dimensions and access driveways.
- Mixed-use projects: location of residential and non-residential parking areas, loading area(s).

Alleys, Sidewalks, and Other Public Rights-Of-Way or Easements

- For any project which requires a Bureau of Engineering (BOE) Planning Case Referral Form (PCRF) or Hillside Referral Form, dimension all sidewalk widths and show the location of bus stops/shelters, power poles and overhead utility lines, street trees and other infrastructure (i.e., bike racks, utility boxes, landscape strips, tree wells) located along the property frontage(s).

Topography

- Where there is more than five-foot elevation difference in slope, the Plot Plan shall be superimposed on a contour map showing site topography.

Signs

- Show the location(s), dimensions, and whether sign(s) exist, are to be retained, moved, changed or removed.

Trees

- Indicate the location, size, type, and general condition of all protected trees and shrubs, and non-protected trees which measure 8” or greater trunk diameter, or cumulative trunk diameter if multi-trunked, as measured 54” above the ground, located on the site and within the public right(s)-of-way. Refer to the Landscape Plan Instructions for applicable requirements ([CP-6730](#)).

Adjacent Land Uses

- Show the approximate location, zone, uses, yards/setbacks, height, and footprint of buildings and structures on adjacent properties, as feasible and relevant to the requested action.

Plot Plan Instructions

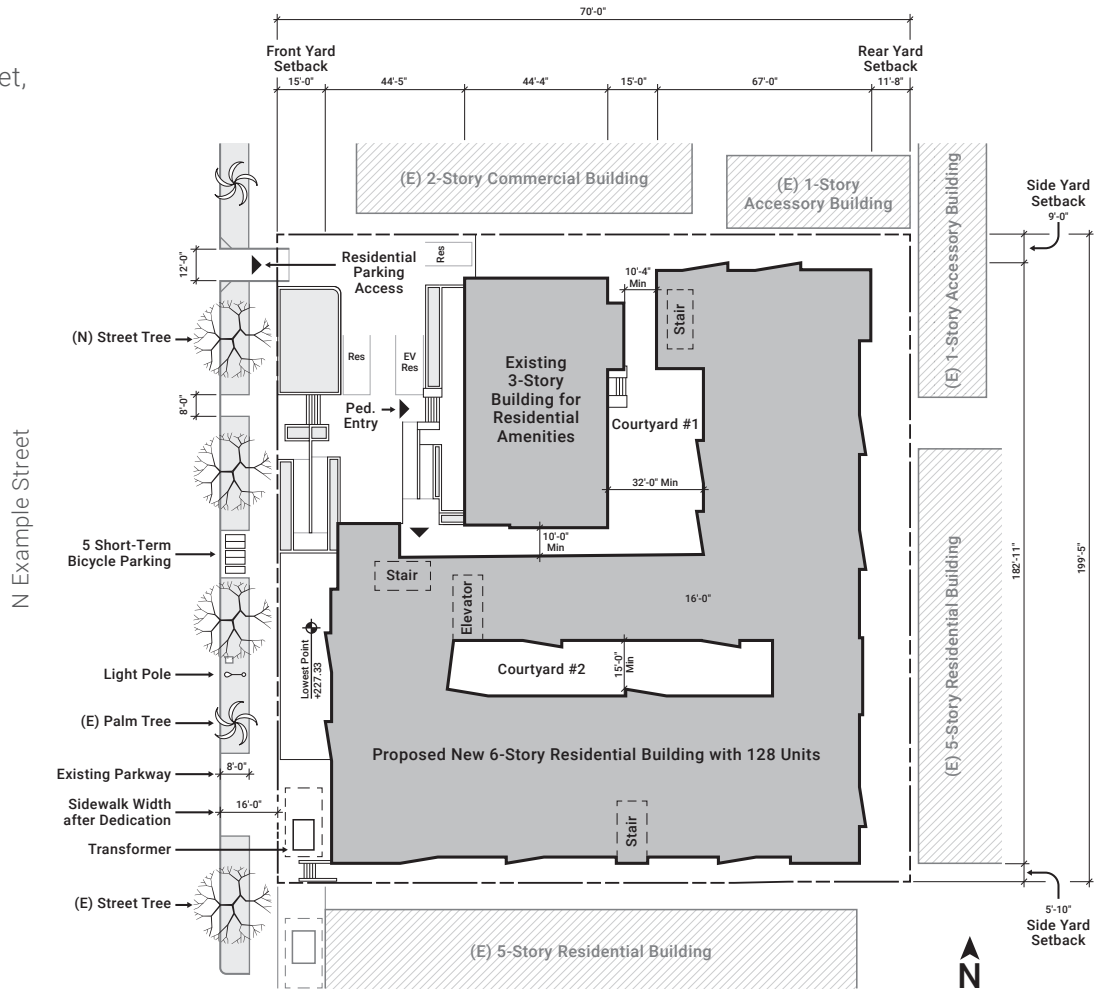
Plot Plan, Project Information, and Summary Table Examples



Including key project information will help applicants avoid delays in processing their project and these examples are provided to illustrate a complete plot plan submission. The information that you must provide in support of your application may vary, depending upon the type and complexity of your project and all applicable Los Angeles Municipal Code (LAMC) requirements.

Plot Plan

123 N Example Street,
Los Angeles, CA



Project Information

Site Address(es): *(Include names of abutting streets)*

Legal Description:¹

Zoning:²

Lot Area:

Allowable Density: *(Lot area/minimum area per dwelling unit = unit count)*

Increased Density Incentives Used:

Proposed Density:

Existing Use:

Existing Housing Units on Site (if applicable):³

Existing Gross Floor Area:

Project Description/Proposed Use:

Proposed New Construction Area:

Proposed Addition/Remodeled Area:

Construction Type(s) (Optional):

Occupancy Type(s) (Optional):

Permeable, Light-Colored and/or Shaded Hardscape Areas %:⁴

Existing Trees:⁵

Summary Table (Example)

	Required	Provided	Units
Building Height			Height in feet and inches
Floor Area Ratio (FAR)			Expressed as ratio of total building(s) floor area/lot area to one, for example 1.5:1
Lot Coverage (Optional)			Built area, as a percentage of total lot area
Front Yard			Width in feet and inches
Side Yards			Width in feet and inches
Rear Yard			Width in feet and inches
Parking Spaces			Total spaces, rounded up to next whole number ⁶
EV-capable and EV Charging Station (Installed EVCS) Parking Spaces			Total spaces, rounded up to next whole number ⁷
Bicycle Parking, Long-Term/Short-Term			Total spaces, rounded up to next whole number ⁸
Required Open Space ⁹			Square feet (sq. ft.)
Required Landscaping			Square feet (sq. ft.)
Required Trees			Total trees, rounded up to next whole number
Common Outdoor Open Space			Square feet (sq. ft.)
Private Open Space			Square feet (sq. ft.)

¹ May include Assessor Parcel Number (APN), Parcel Identification Number (PIN), Tract Name-Block-Lot description, Cadastral Map Reference and/or Arb number (Lot Cut Reference), as applicable

² Zoning designation as found on the Zone Information and Map Access System (ZIMAS), available through the Los Angeles City Planning website, at: Planning4LA.lacity.org/zoning/zoning-search

³ Project sites which contain existing dwelling units must submit a Housing Referral, from LA Housing Department

⁴ 50% minimum permeable, light-colored and/or shaded (non-roof) hardscape area is required per 2020 LA Green Building Code, as a mandatory measure per §4.106.7 (Residential) or §5.106.11 (Nonresidential)

⁵ Submittal of Tree Disclosure Statement (CP-4067) is required if existing trees and shrubs of protected species, and non-protected trees with diameter > 8" (or cumulative trunk diameter if multi-trunked) are located on site or within the adjacent public right(s)-of-way; these should be shown on Plot Plan and indicated if they are to be retained or replaced

⁶ Parking space minimums and maximums can vary widely, depending upon the specify area of the City in which your project site is located; information on the most general requirements for off-street automobile parking may be found in LAMC Section 12.21 A.4

⁷ Note that LA's Green Building Code EV Parking requirements are more stringent than the State Energy Code/CAL Green (Title 24) and are based on the number of spaces provided; the full Ordinance may be found at ladbs.org/docs/default-source/publications/misc-publications/ordinance-186485.pdf?sfvrsn=7acff753_4 and requirements for the number of accessible EV spaces at www.ladbs.org/docs/default-source/publications/information-bulletins/building-code/accessible-details-for-parking.pdf?sfvrsn=7dcdf953_32

⁸ Bicycle parking as required, pursuant to LAMC Section 12.21 A.16 and 2020 LA Green Building Code §4.106.9 (Residential) and §5.106.4 (Nonresidential) mandatory measures

⁹ Open Space is required for projects providing six or more dwelling units, pursuant to LAMC Section 12.21 G.2 and voluntary measures as per 2020 LA Green Building Code §5.104.1 (Nonresidential)