

ELEVATION INSTRUCTIONS

City of Los Angeles – City Planning Department

Elevations submitted to City Planning Department shall comply with the following specifications. Additional materials or information may be required according to each type of application. Application forms are available under the [Forms & Processes](#) section at www.planning.lacity.org and at the Public Counters, located at 201 N. Figueroa Street, 4th Floor, Los Angeles, CA 90012 (phone: 213-482-7077) and at 6262 Van Nuys Boulevard, Room 251, Van Nuys, CA 91401 (phone: 818-374-5050).

NOTE: An illegible or inadequate Plot Plan cannot be accepted. When reducing full-sized plans, font sizes and dimensions shall be made large enough so they can be read at the reduced size (see “Size and Number of Copies” in the Master Land Use Instructions). Include only information necessary to depict the project and its setting (do not include mechanical or structural drawings).

When Exterior Elevations are required:

Exterior elevations can be required by City Planning Department staff as needed to *illustrate and communicate the details of any case*. Elevations must accompany the following applications:

- New construction projects, including additions;
- Over height fences - show all dimensions including lighting fixtures, pillars, and gates - indicate materials used;
- Commercial Corner and Mini Shopping Centers - show doors, windows, facade mounted signs and building height; include walls, fences and pole signs - demonstrate the project will meet the transparent window requirement of Sec. 12.22.A.23(a)(8);
- Building height waivers;
- Site Plan Review (any project which creates or results in an increase of 50,000 gross square feet or more of nonresidential floor area, or creates or results in an increase of 50 or more dwelling units or guest rooms, or combination thereof)
- Projects requiring review for the following: Design Review Boards, Community Design Overlay Zones, Pedestrian Oriented Districts, Historic Preservation Overlay Districts and Sign Districts;
- Billboards, roof/off-site/pole signs (include height, size, materials, colors, lighting plan and both sides of two-sided signs);
- Transitional height cases where the distance from certain residential zones determines the code permitted height.

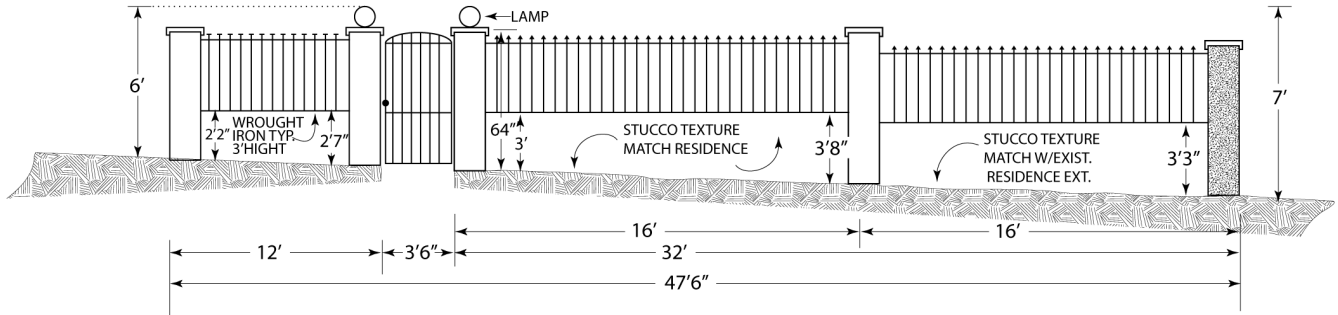
Technical Requirements:

Technical issues regarding how the City measures height and all other dimensions are determined by the Department of Building & Safety. Conduct a Preliminary Plan Check by contacting the Case Managers Unit of the DBS at (213) 482-6864 to determine if the dimensions on the project Elevations will meet City standards for measurement. The additional following requirements also apply:

- Scale:** the scale shall be no less than 1/8" = 1' or a scale that produces a readable illustration. The Elevation shall be consistent with the accompanying Plot Plan and Photo Simulations.
- Location:** the site address(s) and legal description(s) - including Arb number(s).
- Labeling:** Elevations for all sides of the buildings must be provided and all views and major features must be labeled, including which side of the project is being illustrated (North, South, East and/or East elevations).
- Dimensions:** Elevations shall be dimensioned so that all relevant measurements can be read. Accessory structures shall have the same dimension requirements as the main structure. Include number of stories and dimensions for all heights. Required dimensions must include the height and width of the following items:
 - The lowest elevation within 5 feet of the perimeter of the building;
 - The highest elevation for purposes of determining maximum building height as measured per Department of Building and Safety requirements and as defined by LAMC Section 12.03;
 - Height to the highest point of the roof and all roof structures and width of the yards;
 - Wireless facilities at ground or roof levels;
 - Additions proposed to be attached to a building facade;
 - Each floor or mezzanine;
 - Poles or signs including those attached to the facade or roof. Roof signs, pole signs and billboards must show both sides;
 - Facade texture, color or material changes to determine compliance with building articulation and design standards;
 - Fences, walls, beams, barriers, including lighting fixtures, pillars, and gates on all sides; and
 - Height and width of porches, decks or other additions attached to or projecting from a structure.
- Building Materials:** Elevations shall indicate all building material types and colors including any sustainable features of the project.

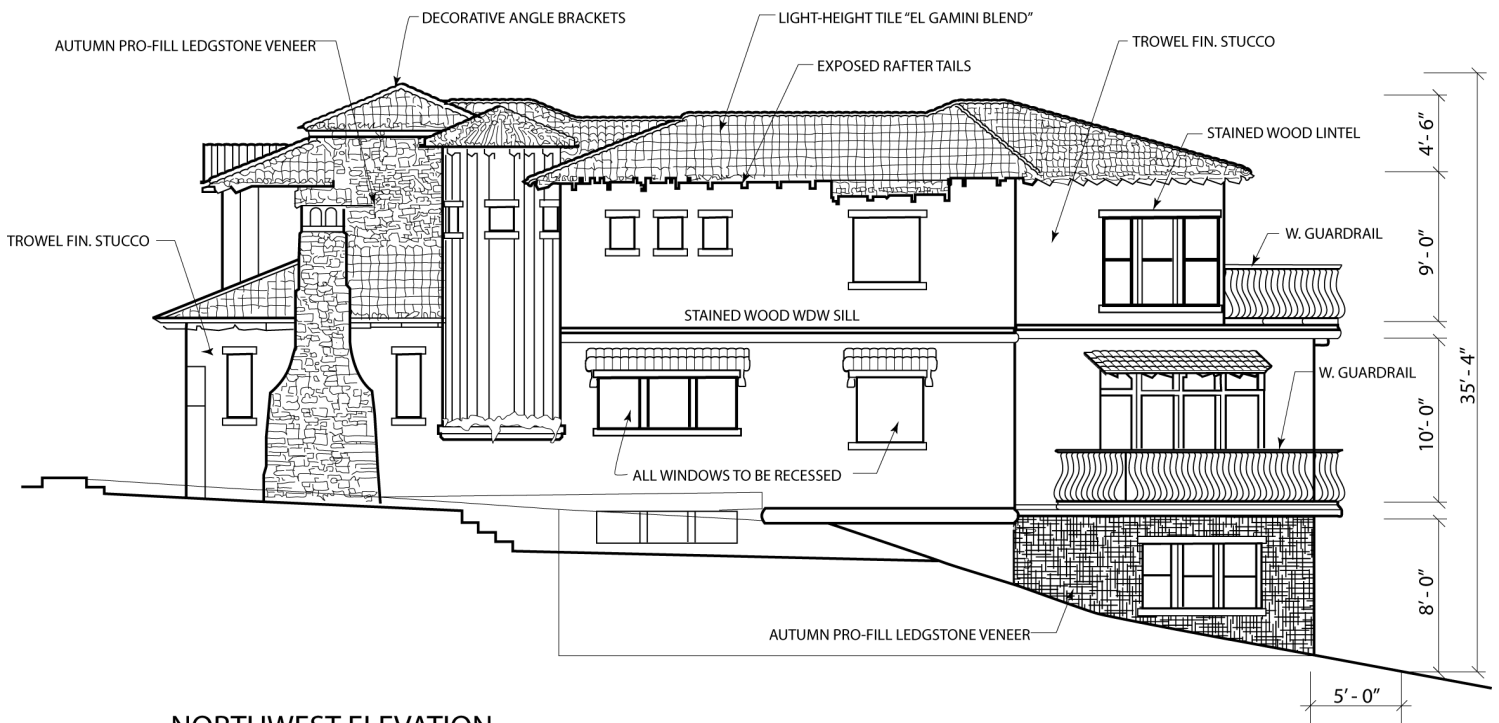
FRONT ELEVATION - 1/4 SCALE = 1'
 PROPOSED FENCE

Height measured to top of any fixture (ex.lamp) on top of fence



Typical Fence Elevation

Material Callouts



NORTHWEST ELEVATION

Height Measurement Method

Typical Architectural Elevation