

## PARALLEL DESIGN-PERMITTING PROGRAM

Traditionally, only a project with detailed plans that reflect a complete design could be submitted for plan check to the Department. That means the design process and the building permitting process run in series. Each process requires a lengthy period of time to complete, and more so in totality. The City of Los Angeles Department of Building and Safety (LADBS) implemented a new innovative Parallel Design-Permitting Process for major project developments in 2010\* that will allow the design process and the permitting process run concurrently. **In this program, LADBS starts to plan check your plans at the conceptual design phase and continue to provide plan check, correction verification, and code consultation services to you throughout your various design phases. When you complete your final drawings, the building permit is almost ready to be issued.** Effective March 14, 2016, the threshold for the program was lowered to include midsized projects with \$5 million valuation, 30,000 square feet of commercial floor area, more than 30 dwelling units, or more than 6-stories. The benefits for a development project are as follows:

- ✦ Identify and correct code violations early on and avoid cumbersome revisions to finished design
- ✦ Identify clearances and obtain sign-offs from other agencies early on and avoid unexpected clearances
- ✦ Reduce overall permit processing time, start and complete construction ahead of schedule
- ✦ Reduce project cost due to time saving

The design team will work with a Preliminary Plan Check Engineer and a designated Plan Check Engineer in a parallel track to allow the design process to coincide with the permitting process as described below:

	DESIGN TEAM	LADBS
<b>CONCEPTUAL</b> Design Phase	<ul style="list-style-type: none"> <li>• Request a Preliminary Building Plan Review session**</li> <li>• Pay \$162 for a 1 ½-hour session</li> </ul>	<ul style="list-style-type: none"> <li>• Assign a Preliminary Plan Check Engineer to discuss project feasibility, general code, and entitlement requirements with the designers</li> </ul>
<b>SCHEMATIC</b> Design Phase	<ul style="list-style-type: none"> <li>• Submit architectural plans with basic information on project size, floor area, height, and exiting arrangements to initiate the Parallel Design-Permitting Process</li> <li>• Pay 25% of plan check fee based on the entire project valuation + expedite fee (½ of the 25% plan check fee)</li> <li>• Revise plans to correct major code violations</li> <li>• Obtain sign-offs from various agencies</li> <li>• Design professionals meet with the Plan Check Engineer for correction verification and advice on the detail design</li> <li>• Prepare detail drawings and calculations</li> </ul>	<ul style="list-style-type: none"> <li>• Assign a Plan Check Engineer to review basic plans</li> <li>• Generate <u>Plan Check Correction Sheet</u> identifying major code violations</li> <li>• Generate <u>Clearances Summary Sheet</u> identifying clearances required by other agencies</li> <li>• Meet with the design professionals to verify compliances and provide advice on the detail design</li> </ul>
<b>DETAIL / FINAL</b> Design Phase	<ul style="list-style-type: none"> <li>• Submit architectural, civil, and structural plans and calculations with detail information</li> <li>• Pay the remaining plan check fee + expedite fee</li> <li>• Correct code violations and complete the final drawings</li> <li>• Complete obtaining the sign-offs for clearances</li> <li>• Design professionals meet with the Plan Check Engineer for issuance of the building permit</li> </ul>	<ul style="list-style-type: none"> <li>• Review detail plans and calculations and identify other code violations</li> <li>• Meet with the design professionals to verify compliances and sign-off for clearances, and issue the building permit</li> </ul>

\* Previous threshold for major project development qualifying for the Parallel Design-Permitting Program was a project with Building Permit Valuation larger than \$10 million, more than 40 dwelling units, or more than 6-stories.

\*\* This process may be started at any part of the design phase. Preliminary Building Plan Review is not required to qualify for the Parallel Design-Permitting Program.

**Your building permit will be ready to be issued shortly after completion of your PDPP process!**  
To initiate the process, please contact Mr. Allen Manalansan at [allen.manalansan@lacity.org](mailto:allen.manalansan@lacity.org) in the Metro Plan Check office.