



ADAPTIVE REUSE PLAN CHECK CORRECTION SHEETS (2023 LABC)

Plan Check Submittal Date: _____

Plan Check #: _____ Permit Application Number: _____

Job Address: _____

Applicant: _____ Phone: _____

Plan Check Engineer: _____ Phone: _____

Plan Check Supervisor: _____ Phone: _____

E-mail: firstname.lastname@lacity.org

Your feedback is important, please visit our website to complete a Customer Survey at www.ladbs.org/LADBSWeb/customer-survey.jsf.

If you have any questions or need clarification on any plan check matters, please contact your plan check engineer and/or his or her supervisor.

INSTRUCTIONS FOR PROCEEDING WITH THE PLAN CHECK (PC) PROCESS:

1. Review corrections circled on this Plan Check Correction Sheet and on the plans and calculation sheets.
2. Provide a written response or reference to details pursuant to the corrections. The location of any revisions on the plans shall be identified as part of your responses. For any questions related to the corrections, email or call the Plan Check Engineer.
3. Phone or email the PC engineer for a verification appointment after you have addressed the corrections. Verification of corrections is only done by appointment.
4. Complete item #2 above and bring the originally checked set of plans and calculations to the appointment along with this plan correction sheet. Unprepared responses with incomplete plans or calculations may result in cancellation of the appointment.
5. During the appointment, the plan check engineer review the corrections and comments.
6. Once all the items have been corrected to comply with the code requirements and clearances are obtained, the permit will be ready to be issued

IMPORTANT ITEMS TO READ:

1. Your early attention is suggested to the approval process from other Departments as listed on the Plan Check Correction Sheet or the Clearance Summary Worksheet due to possible delays resulting from a public hearing or other processes required by other Departments. The City Planning Department, the Community Redevelopment Agency, and others may have requirements that could significantly affect the final design of the project.
2. The permit application will expire 18 months from the plan check submittal date.
3. Please be advised that the permit will be issued upon verification of compliance with the corrections included herein. The approval of plans does not permit the violation of any section of the Building Code, Zoning Code, other ordinance, or State law.
4. Italicized numbers refer to Code Sections of the 2023 Edition of the Los Angeles Codes or the current Zoning Code.

THE FOLLOWING SUPPLEMENTAL CORRECTION SHEETS ARE ATTACHED AND SHALL BE CONSIDERED A PART OF THIS REVIEW. COMPLIANCE WITH THESE CORRECTIONS MUST BE OBTAINED PRIOR TO THE ISSUANCE OF THE PERMIT.

SUPPLEMENTAL CORRECTION SHEETS ATTACHED:

- | | |
|---|---|
| <input type="checkbox"/> Fire District | <input type="checkbox"/> Grading and Shoring - General |
| <input type="checkbox"/> Flood Hazard | <input type="checkbox"/> Sound requirements between units |
| <input type="checkbox"/> Methane Seepage Regulation | <input type="checkbox"/> Structural – General |
| <input type="checkbox"/> Energy Conservation | <input type="checkbox"/> Disabled Accessibility |
| <input type="checkbox"/> Security Requirements | <input type="checkbox"/> Bicycle Parking Ordinance |

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities

FORMS AND AFFIDAVITS:

- | | |
|--|---|
| <input type="checkbox"/> Summary Clearance Worksheet (attached) | <input type="checkbox"/> Building Maintenance: PC/STR/Aff.23 |
| <input type="checkbox"/> Structural Observation | <input type="checkbox"/> Maintenance of Building Support: PC/STR/Aff.25 |
| <input type="checkbox"/> Grading Bond: PC/GRAD/Bond 03 and 04 | <input type="checkbox"/> Offsite Parking: PC/STR/Aff.27 |
| <input type="checkbox"/> Protection of adj. property: PC/GRAD/App.13 | <input type="checkbox"/> Oversized Building: PC/STR/Aff.28 |
| <input type="checkbox"/> Drainage Easement: PC/GRAD/Aff.17 | <input type="checkbox"/> Parking Attendant: PC/STR/Aff.31 |
| <input type="checkbox"/> Impact Hazard Glazing: PC/STR/Aff.19 | <input type="checkbox"/> Green Building Declaration: PC/STR/Aff.39 |
| <input type="checkbox"/> Lot Tie: PC/STR/Aff.22 | <input type="checkbox"/> Graffiti Removal: PC/STR/Aff.42 |

Review the following checked information bulletins and forms. Revise plans to show compliance (Copies can be obtained at www.ladbs.org).

- | | |
|---|---|
| <input type="checkbox"/> P/GI 2023-024 Instructions for Preparing and Recording Covenants with the Los Angeles County | <input type="checkbox"/> P/BC 2023-095 Plumbing Fixtures |
| <input type="checkbox"/> P/GI 2023-025 How to Obtain Copies of City of Los Angeles Ordinances | <input type="checkbox"/> P/BC 2023-102 Methane Hazard Mitigation Standard Plan Simplified Method for Small Additions |
| <input type="checkbox"/> P/BC 2023-027 Onsite Wastewater treatment system | <input type="checkbox"/> P/BC 2023-103 Use of Sump Pumps for Surface and Subsurface Drainage |
| <input type="checkbox"/> P/BC 2023-040 Prescriptive Standards for Suspended Ceiling Assemblies | <input type="checkbox"/> P/BC 2023-106 Water Curtain in Lieu of Protected Exterior Openings |
| <input type="checkbox"/> P/BC 2023-044 Exemptions from Liquefaction, Earthquake Induced Landslide, and Fault-rupture Hazard Zone Investigations | <input type="checkbox"/> P/BC 2023-113 Contents of Reports for Submittal to the LADBS Grading Division |
| <input type="checkbox"/> P/BC 2023-060 30-Day Notification of Intent to Excavate | <input type="checkbox"/> P/ZC 2023-001 Parking Lot Design |
| <input type="checkbox"/> P/BC 2023-064 Flood Hazard Management Specific Plan Guidelines | <input type="checkbox"/> P/ZC 2023-006 Allowable Projections and Improvements in Required Yards |
| <input type="checkbox"/> P/BC 2023-065 Coastal Development Permit | <input type="checkbox"/> P/ZC 2023-008 Determination of the Zoning Height of a Building or Structure |
| <input type="checkbox"/> P/BC 2023-073 Policy for Stamped Plans by Engineer or Architect | <input type="checkbox"/> P/ZC 2023-011 Summary of Parking Regulations |
| <input type="checkbox"/> P/BC 2023-074 Sound Insulation Requirements for Noise Sensitive Structures near LAX | <input type="checkbox"/> P/ZC 2023-013 Zoning Code Requirements for Automobile Dismantling Yards, Junk Yards, Scrap Metal Yards, or Open Air Storage of Used Materials, etc |
| <input type="checkbox"/> P/BC 2023-081 Conversion into Heavy Duty Equipment Room | |

PART I: GENERAL REQUIREMENTS

A. PERMIT APPLICATION

1. Provide a legible fully dimensioned plot plan to scale, in ink, and copy it to the PCIS application plot plan sheet
2. Alterations which involve 100 square feet or more of asbestos containing material require a copy of the written notification to the South Coast Air Quality Management District (AQMD). The notice must be dated 10 days prior to permit issuance. H & S 19827.5
3. (Three) (Two) sets of plans will be required during permit issuance. One of these sets will be submitted to the County Assessors Office. Plans must be: *106.3.2.2, 106.3.3*
 - a. Quality blue or black line drawings with uniform and light background color.
 - b. Max. 36" x 48" size with minimum 1/8" lettering size.
 - c. Sticky back details must produce prints without contrasting shades of background color.
4. Unreinforced masonry buildings shall comply with the requirements of Appendix Chapter A1 "Seismic Strengthening Provisions for Unreinforced Masonry Bearing Wall Buildings of the Los Angeles Building Code."
5. Reinforced concrete buildings and concrete frame buildings with or without masonry in-fill walls shall comply with the requirements of Chapter 95 of the Los Angeles Building Code. For the requirements of Chapter 95, see attached "Plan Correction Sheet for Chapter 95, Mandatory Earthquake Hazard Reduction in Existing Non-Ductile Concrete Buildings.
6. For structural analysis and design not in full compliance with the current building code, alternative lateral analysis procedures using rational analysis based on well-established principles of mechanics may be used when approved by the Superintendent of Building. A modification is required for using:
 - FEMA 356
 - Other (performance based design)
7. A recorded affidavit is required (see above). Obtain a copy of "instruction to process affidavits" from LADBS's web site and follow the instructions.
8. Show gross floor area on plan for school district development fee.
9. Incorporate all comments as marked on checked set of plans and calculations and this correction sheet. Bring originally checked plans & calculations with corrected plans to the verification appointment.

PART II: PLANNING AND ZONING (Allow time for discretionary approval process from City Planning if zoning requirements cannot be met.)

A. GENERAL ZONING REQUIREMENTS

- 1. In order to use the provisions stipulated in Adaptive Reuse Ordinance 174,315, provide documents to show that the building:
 - a. was constructed in accordance with building and zoning codes in effect prior to July 1, 1974. A Certificate of Occupancy, building permit, or other suitable documentation may be submitted as evidence to verify the date of construction; or
 - b. was constructed in accordance with building and zoning codes that were in effect on or after July 1, 1974, if:
 - i. Five years have elapsed since the date of issuance of final Certificates of Occupancy; and
 - ii. Zoning Administrator finds that the building is no longer economically viable as exclusively commercial or industrial building pursuant to Section 12.24 X1.
 - c. is designated on the National Register of Historic Places, the California Register of Historical Resources, or the City of Los Angeles List of Historic-Cultural Monuments, is a contributing Buildings in National Register Historic Districts or Contributing Structures in Historic Preservation Overlay Zones (HPOZ) established pursuant to Section 12.20.3 of this Code.
- 2. Show that the proposed project is in the CR,C1, C1.5, C2, C4, C5, CM, or R5 zones in the Downtown Project Area
Ord. 174,315
- 3. Zoning Administrator approval is required for Adaptive Reuse Projects in all or any portion of building in the MR1, MR2, M1, M2, and M3 zones in the Downtown Project area.
- 4. Zoning Administrator approval is required for floor averaging in unified Adaptive Reuse Projects pursuant to Section 12.24 X 1(d).

- 5. Zoning Administrator approval is required for any new floor area that is added to an Adaptive Reuse Project.
- 6. Provide an additional () parking spaces due to the new additional floor area.
- 7. The required number of parking spaces shall be the same as the number of spaces that existed on the site on June 3, 1999 and shall be maintained and not reduced. Provide a copy of the Certificate of Occupancy and/or Building Permit with plot plan showing the permitted use and required parking. Indicate the existing parking spaces on floor plan.
- 8. The provisions of Section 12.21 C6(h) shall apply where an existing loading space is provided. Provide the current existing plans for verification.
- 9. Dwelling units and live/work units shall have an average floor area of 750 square feet with no unit less than 450 square feet.
- 10. Work Space for Joint Living and Work Quarters. The total floor area in a joint living and work quarters shall be arranged to comply with one of the following standards:
 - 12.21 C 9
 - a. Tier 1 Standard - Low Percentage of Work Space. At least ten percent but no more than 25 percent of the total floor area in a joint living and work quarters shall be work space; or
 - b. Tier 2 Standard - Medium Percent-age of Work Space. At least 25 percent but no more than 50 percent of the total floor area in a joint living and work quarters shall be work space.
- 11. Show that the new mezzanine floor is less than one-third of the floor area of the room below. A new mezzanine floor, more than one-third of the floor area of the room below, is considered to be a new story. *12.22A26(h)(1)*

PART III: BUILDING CODE AND STRUCTURAL REQUIREMENTS

A. GENERAL PLAN/CALCULATION REQUIREMENTS

- 1. Provide the following with each set of plans:
 - a. Floor Framing Plan: New Existing
 - b. Floor Plans (layout): New Existing
 - c. Roof Framing: New Existing
 - d. Foundation plan: New Existing
 - e. Diaphragm construction: New Existing
 - f. Elevations: New Existing
 - g. Wall sections New Existing
 - h. Demolition Plans
 - i. Schedules, sections and details showing reinforcement of walls, slabs, beams, joists, girders, columns and foundations.
 - j. Sections and details showing attachments and joining of new and existing structures.
 - k. Specifications and/or general notes fully describing demolition, materials and methods, testing and inspection requirements.

- 2. Performance-based engineering analysis and design procedures may be used to evaluate the existing structure and the design of strengthening elements when approved by the Superintendent of Building. *LAMC 91.8502.12*
- 3. The Live/Work units shall be considered as a Group R-2 Division (apartment) Occupancy for the following building code requirements:

<input type="checkbox"/> Height/No. of Stories	<input type="checkbox"/> Sound
<input type="checkbox"/> Occupancy Separation	<input type="checkbox"/> Occupant Load Factor
<input type="checkbox"/> Room Dimensions	<input type="checkbox"/> Smoke Detectors
<input type="checkbox"/> Emergency Egress	<input type="checkbox"/> Security
- 4. Additions to any building or structure shall comply with the requirements of this code for new construction. Alterations to the existing building or structure shall be made to ensure that the existing building or structure together with the addition are no less conforming with the provisions of this code than the existing building or structure was prior to the addition. An existing building together with its additions shall comply with the height and area provisions of Chapter 5.

5. A water curtain shall be provided for existing openings that are required to be protected due to their proximity to property lines as per Section 705.8.
6. Openings at () are not allowed to be used for light, ventilation, smoke control, emergency egress because it is () ft. from the property lines as per Section 705.8.
7. Emergency escape is required for every room below the fourth story where occupants sleep in a joint living and work quarter. *LAMC 91.8502.1.2*
8. Omission of emergency windows is permitted only if the building complies with all of the requirements of Section 403.
9. Provide sections to show:
 - a. A minimum seven feet 6 inches ceiling height in the exit corridor.
 - b. A minimum seven feet ceiling height within joint and work quarters.
10. Habitable rooms shall be provided with natural light by means of exterior glazed openings covering an area not less than one fifteenth of the floor area of the room served, or to provide artificial light comply with Section 1204.2. *LAMC 91.8502.9.1*
11. Habitable rooms shall be provided with natural ventilation by means of operable exterior openings covering an area not less than one thirtieth of the floor area being ventilated or with mechanical ventilation in accordance with the City of Los Angeles Mechanical Code. *LAMC 91.8502.9.2*
12. To use light and ventilation court, provide horizontal air intake not less than 10 square feet in cross-sectional area and shall lead to the exterior of the building. *LAMC 91.8502.9.3*
 - a. Comply with LABC section 1205.2 and 1205.3 for minimum dimension requirement.
 - b. Yards and exit court next to bedrooms used to access emergency escape below 4th floor shall be a minimum of 5 ft wide.
13. All new doors in new door frames shall comply with the current code. Provide a door schedule to show door types, sizes, sound rating and fire rating.
14. New construction shall comply with Sound transmission requirements in the current code. Show details, descriptions, LA Research Number, or Information Bulletin P/BC 2023-069, or ICC ES Evaluation Report for 1 hour fire rated party wall, 1 hour fire rated plumbing wall and 1 hour fire rated floor-ceiling assemblage with minimum STC 50.
15. New changes in the building envelope and new HVAC or lighting shall comply with Title 24 energy requirements. Provide Title 24 calculations and make certificates a part of plan notes.
16. Provide Ultra flush water closets and shower heads for all new construction. Existing shower heads and toilets must be ultra flush.~
17. Rooms containing bathtubs, showers, spas, and similar bathing fixtures shall be mechanically ventilated in accordance to the Los Angeles Building Code Sec. 1202.5.2.1.
18. Note on Plan: "Water heater must be strapped to wall."
19. See () supplemental correction sheet for additional comments.
20. Void or delete all plans, details, and notes that do not pertain to this project.
21. Change of occupancy of an existing commercial or industrial building to a residential building shall be analyzed for 75% of the design earthquake ground motion, as defined in CBC Sec. 1613. *LAECB 506.4.3*

B. FIRE AND LIFE SAFETY

1. If any portion of a building is used for ARO units, then the entire building shall comply with all Fire and Life Safety requirements. Provide sections and details to show that corridors and shaft enclosures comply with the current code.
2. Provide a single vestibule for existing dead end corridors longer than 20 ft (20 feet maximum on each side of the vestibule).
3. Provide 2 exits in () for an occupant load of more than 10.
4. An existing fire escape may be used as second means of egress provided the fire escape does not serve as an exit for an assembly occupancy, the remaining means of egress must comply with the current code requirements. Existing fire escape must be in good operating condition. *LAMC.91.8502.7*
5. Provide notes, sections and details to show that the

<input type="checkbox"/> (egress/exit lightings)	<input type="checkbox"/> (exit signs)
<input type="checkbox"/> (low level exit signs)	<input type="checkbox"/> (floor level exit paths)

 comply with the current code requirements.
6. Provide smoke-sealed and 90-minute fire-rated elevator doors at () (ground floor lobby) as the stairway is shown passing thru the elevator lobby.

C. HISTORICAL BUILDINGS

1. Existing doors shall comply with the current code requirements. The existing doors, as part of the historic fabric, shall be provided with smoke gaskets and self-closing devices.
2. Glazing, as part of the historic fabric in corridors, may remain when fixed transoms, sidelight doors, and other glass openings are provided with smoke gaskets and an acceptable fire rated protection. Provide sections to show the details.

D. NOTES ON PLANS

1. Specify that the necessary permits from Public works shall be secured and the necessary barriers, protection fences and/or canopies shall be erected along public ways prior to starting construction. *Sec. 3306*
2. All structural plan sheets and index sheet of calculations (showing number of pages) must be signed by the same civil/structural engineer or architect, licensed by the State of California. *Sec. LABC 106.3.3*
3. Use of an approved alternate material under a Los Angeles City Research Report must incorporate all the specified procedures, conditions, material specifications and installation instructions on the plans. A copy of the report shall be attached to the plan.
4. Deputy inspection is required for all epoxy bolts per L.A. Research Report.
5. The designated work area of any live/work unit shall be inspected annually by the fire department.
6. The use of hazardous materials and open flames in live/work units shall be prohibited unless approved by the Fire Department.
7. The portion of the building utilized for work use requires disabled access if there are employees or if that portion of the building is open to the general public.
8. Structural Observation by a licensed Architect or Civil/Structural Engineer, as authorized by Section 1704, shall be required for the anchorage system wall anchors, anchor connectors, continuity ties and other elements that are part of the load path supporting the concrete/reinforced masonry walls. Complete the attached Structural Observation Form and incorporate into plans.

