REFERRAL FORM



MIXED INCOME INCENTIVE PROGRAM REFERRAL Opportunity Corridors Incentive Areas

This form applies to properties subject to zoning established in Chapter 1 of the Los Angeles Municipal Code (LAMC). For more information on a property's applied zoning, visit zimas.lacity.org.

This form is to serve as a referral to the Los Angeles City Planning Development Services Center (DSC) for cases filed under the Opportunity Corridors Incentive Areas section of the Mixed Income Incentive Program (LAMC Section 12.22 A.38 of Chapter 1), and to the City of Los Angeles Housing Department (LAHD), Department of Building and Safety (LADBS), or other City agency for project status and entitlement needs purposes.

This form shall be completed by the Applicant and reviewed and signed by City Planning's Affordable Housing Services Section (AHSS) Staff prior to filing for an entitlement or administrative review if applicable. Any modifications to the content(s) of this form after its authorization by AHSS Staff is prohibited. City Planning reserves the right to require an updated Referral Form for the project if more than 180 days have transpired since the Referral Date, or as necessary, to reflect project modifications, policy changes, bus routes changes, bus schedule changes, and/or amendments to the Los Angeles Municipal Code (LAMC), local laws, and State laws.

Notes: This Referral Form <u>does not</u> constitute a City Planning application. See the Forms webpage for City Planning Application (<u>CP13-7771.1</u>) and City Planning Application Filing Instruction (<u>CP13-7810</u>). If the project is located within a Specific Plan or Overlay Zones, check with the assigned planner prior to preparing these plans, as some have additional or different requirements. An <u>Assignment List</u> can be found on the City Planning website https://planning.lacity.gov/ under the "About" tab, under "Staff Directory."

THIS SECTION TO BE COMPLETED BY THE AHSS STAFF ONLY

Planning Staff Name & 7	Γitle:			
Planning Staff Signature	o:			
Referral Date:			Expi	ration Date:
Case Number:				
OC Eligible Subarea:	□ OC-1	□ OC-2	□ OC-3	☐ Not Eligible
Market Tier:	☐ Low and	Medium	☐ High Med	dium and High
Opportunity Area:	□ Moderate	e or Lower Opp	oortunity Area	☐ High or Highest Opportunity Area
Historic Resource:	□ HPOZ □ Non-Con	tributing Eleme	•	ed Historic Resource
Procedure Review:	☐ Ministeri☐ Discretion	al Review: Exp nary Review: [oanded Administ Director's Deterr	tment of Building and Safety trative Review mination (DIR Case) ommission Review (CPC Case)

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THIS SECTION TO BE COMPLETED BY THE APPLICANT

Applicant Requesting:			
OC Eligible Subarea ¹ :	□ OC-1	□ OC-2	□ OC-3
Other Programs and Streamlining Being Requested:			 □ Prior Housing Element Site² □ Priority Housing Program⁴
APPLICANT INFORMATION			
Applicant Name:			
Phone Number:			
Email:			
I. PROPOSED PROJI	ECT		
1. PROJECT LOCATION/ZON	NING		
Project Address(es):			
Assessor Parcel Number(s):			
Community Plan:			
Existing Zone:			
Land Use Designation:			

¹ Please refer to the Opportunity Corridors Incentive Area tier on ZIMAS, in the Planning and Zoning Section under the Mixed Income Incentive Programs field.

² To be eligible for Housing Element Streamlining pursuant to LAMC Ch.1 Section 16.70 F and Ch.1A Section 9.2.6, a project site must be listed as a Lower Income Rezoning Housing Element Site or Prior Housing Element Site. To verify if a site is on the Lower Income Rezoning Housing Element Site or Prior Housing Element Site list, an applicant may search their address on ZIMAS. These sites are identified in ZIMAS under ZI-2534 (Lower Income Rezoning Sites) and ZI-2535 (Prior Housing Element Sites).

³ See Footnote 2.

⁴ Per ED 7, the housing development project must propose five or more units that contain at least 20% of all units at lower income restricted affordable housing units (Extremely Low Income, Very Low Income, or Low Income) or 40% of all units at Moderate Income restricted affordable housing units.

Number of Pa	rcels:	
Project Site A	rea (SF):	
Other Site Re	gulations:	
☐ Designated	Historic Resource ⁵	☐ Corresponding Zones
☐ HPOZ	☐ Specific Plan	□ DRB
□ CPIO	☐ Enterprise Zone	☐ Redevelopment Project Area
If applicable,	specify Specific Plan/Overlay:	
Q Condition/E	Limitation/T Classification (specif	y and provide a copy):
	is zoned hybrid-industrial (CM, MR [,] or D Limitation) that restricts reside	1, or MR2 zone), is there an applicable planning overlay ential use?
□ Yes	□ No	
	please specify Specific Plan/Overla d/D Limitation (Ordinance No. and pro	y: vide a copy):
Environmenta	al Factors:	
□ Very High F	ire Hazard Severity Zone	☐ Area Vulnerable to Sea Level Rise
☐ Coastal Zor	ne Area	
	ess the street or alley, or having a c	ne (VHFHSZ) or a Coastal Zone Area, is the property common corner with the subject property not in a
☐ Yes	□ No	
Other Pertine	nt Zoning Information (includes Ge	neral Plan footnotes, specify):

⁵ The project would not require the demolition of any of the following, as demolition is defined in Section 13B.8.1.C of Chapter 1A of this Code. (i) A Designated Historic Resource, or (ii) Any Surveyed Historic Resource, eligible or architectural historic resource identified for any historic protection or special consideration or review by an applicable overlay or Specific Plan including sites located in: the South Los Angeles Community Plan Implementation Overlay (CPIO) Section 1-6.C.5.b; the Southeast Los Angeles CPIO Section 1-6.C.5.b; the West Adams CPIO Ch.1, Section 6.C.5.b; the San Pedro CPIO Ch.1, Section 7.C.5.b; Westwood Village Specific Plan; Echo Park Community Design Overlay (CDO) District; or the North University Park Specific Plan.

II. PROJECT INFORMATION

2. DESCRIPTION OF PROPOSED PROJECT (Specify Use(s), Height, Stories, Total Units, and Floor Area)

3. EXISTING USE

A. Describe Existing Development:

Existing Uses Dwelling Unit (DU) Square Footage (SF)	Existing No. of DUs or Non-Residential SF	Existing No. of DUs or Non-Residential SF to be Demolished	Proposed No. of DUs or Non- Residential SF
Guest Rooms			
Studio			
One Bedroom			
Two Bedroom			
Three Bedroom			
Bedrooms			
Non-Residential (Commercial) SF			
Other			

B. Previous Cases Filed:

Previous Cases	1	2	3
Case No(s).:			
Date Filed:			
Date Approved:			
End of Appeal Period:			
Environmental Case No.:			

4.	ENVIRONMENTAL REVIE	W	
	Project is Exempt ⁶		
	Not Yet Filed		
	Filed (Case No.):		
5 .	HOUSING DEVELOPMEN	T PROJECT TYPE	
Ch	eck all that apply:		
	For Rent	☐ For Sale	☐ Mixed-Use Project
	Market Rate	☐ Acutely Low Income	☐ Extremely Low Income
	Very Low Income	☐ Low Income	☐ Moderate Income
	Senior	☐ Chronically Homeless	☐ Special Needs
	Other (describe):		
A.	Other Discretionary Approval	(see non-comprehensive list l	pelow for reference and check all that apply)
	☐ Zone/Height District Change	per LAMC Section 13B.1.4 of	Chapter 1A
	☐ Coastal Development Permit	per LAMC 12.20.2 of Chapter	r 1
	☐ Tract or Parcel Map per LAM	C Sections 17.00 or 17.50 of	Chapter 1
6.	DENSITY CALCULATION		
Α.	Base Density: Maximum Allow Zoning ⁸	vable Residential Density (N	IARD) [,] : Maximum Density Allowable per
	Lot size (including any ½ of alley		SF (a)
	Density allowed by Zone (includes Qs and Overlays)	;	SF of lot area per DU (b)
	Land Use: Density allowed by G Land Use Corresponding Zone		SF of lot area per DU (c)
6 p	roject may be exempt from CEOA re-	view if it qualifies for a CEOA Ex	emption or is a Ministerial Project (aka "By

⁶ Project may be exempt from CEQA review if it qualifies for a CEQA Exemption or is a Ministerial Project (aka, "By Right"). Refer to CP-4089 for the Housing Element CEQA Streamlining Checklist Form.

⁷ As defined by Government Code Section 65915(o)(7), which states that "maximum allowable residential density" or "base density" means the maximum number of units allowed under the zoning ordinance, specific plan, or land use element of the general plan, or, if a range of density is permitted applicable to the project. If the density allowed under the zoning ordinance is inconsistent with the density allowed under the land use element of the general plan or specific plan, the greater shall prevail.

⁸ Please note that letters added here (a), (b), (c), (d), (e), (l), (m), (n), (o), are used for density bonus calculations.

	Land Use: Density allowed by Specific Plan SF of lot area per DU (d)								
	Maximum Allowable Residential Density (MARD): units per SF (e) (per highest density allowed of (b), (c), (d))								
В.	Percent of Affordable Set Aside: Opportunity Corridor projects may select from three of the affordability options. Select one option.								
	☐ Single Affordate	cility Option , Select or	ne (Extremely Low Incom	ne, Very Low Income o	r Low Income)				
			E 12.22 A.38(c)(3)(iii) ⁹ of Options for Meeting R		Units				
	Market Tier	Incentive Program	Minimum Percent of Total Units Provided as Restricted Affordable Units						
		Opportunity	Income Level						
		Corridors Incentive Area	Extremely Low Income (For Rental or For Sale), or	Very Low Income (For Rental or For Sale), or	Low Income (For Rental or For Sale)				
	Low and Medium Market Tiers	OC-1	□ 9%	□ 12%	□ 21%				
		OC-2	□ 10%	□ 14%	□ 23%				
		OC-3	□ 11%	□ 15%	□ 25%				
	High Medium and High	OC-1	□ 11%	□ 14%	□ 23%				
	Market Tiers	OC-2	□ 12%	□ 16%	□ 25%				
		OC-3	□ 13%	□ 17%	□ 27%				

⁹ A Type I Unified Adaptive Reuse Project shall provide Restricted Affordable Units in accordance with the project site's Market Tier location and Base Incentives used. Type I Unified Adaptive Reuse Projects that utilize Base Incentives contingent on a site's location in a Transit Oriented Incentive Area shall provide Restricted Affordable Units in conjunction with a site's applicable Transit Oriented Incentive Area Tier. Type I Unified Adaptive Reuse Projects that utilize Base Incentives contingent on a site's location in an Opportunity Corridor Incentive Area shall provide Restricted Affordable Units in conjunction with a site's applicable Opportunity Corridor. Restricted Affordable Units shall be provided and distributed throughout the entire Type I Unified Adaptive Reuse Project in compliance with LAMC 16.61 B.

☐ Mixed Affordability Option

TABLE 12.22 A.38(c)(3)(iv) of Chapter 1 Mixed Affordability Options for Meeting Restricted Affordable Units							
Opportunity Area	Minimum Percent of Total Units Provided as Restricted Affordable Units ¹⁰						
	Income Level						
	Acutely Low Income (For Rental or For Sale), and	Extremely Low Income (For Rental or For Sale), and	Very Low Income (For Rental or For Sale), and	Moderate Income (For Rental or For Sale)			
Higher Opportunity Areas	4%	4%	-	12%			

I acknowledge one the project.	nree-bedroom covenanted unit is required for the Mixed Affordability Option per
☐ Yes	□ No

☐ Lower Income Rezoning Sites Affordability Option

Reserve 20% of overall proposed units for Lower Income Households¹¹ if a project is proposed on a Lower Income Rezoning Site as defined in LAMC 16.70 to be eligible for streamlining.

C. Proposed Project¹²: Please indicate total number of units requested and break down by levels of affordability set by each category (California Department of Housing and Community Development [HCD] or United States Department of Housing and Urban Development [HUD]). For information on HCD and HUD levels of affordability, please contact LAHD at https://housing.lacity.org/partners/land-use-rent-income-schedules. Note: Rent schedules will be determined by LAHD.

	Total	For Sale	For Rent	HCD (State)	HUD (TCAC)
Market Rate				N/A	N/A
Acutely Low Income (ALI)					
Extremely Low Income (ELI)					

¹⁰ Provided at least one affordability income category is consistent with the minimum affordability requirements pursuant to California Government Code Sections 65915.

¹¹ This requirement can be satisfied by reserve the requisite number of units for Low, Very Low, Extremely Low, or Acutely Low Income Households, or a combination thereof.

¹² Please note that letters added here (a), (b), (c), (d), (e), (l), (m), (n), (o), are used for density bonus calculations.

	Total	For Sale	For Rent	HCD (State)	HUD (TCAC)
Very Low Income (VLI)					
Low Income (LI)					
Moderate Income (MI)					
Manager Units					
Other:					
TOTAL No. of DUs Proposed _					(l)
TOTAL No. of Affordable Hous	sing DUs				(m)
No. of Density Bonus DUs					(n)
Percent of Density Bonus Req o = $100 \times [(I/e) - 1]$ (round dow					(0)
Percent of Affordable Set Asid (m / l), (round down to a whole n					(p)
Percent for Housing Element S (m / l), (round down to a whole n		le) ¹⁵			
Other Notes on Units:					
Affordability Compliance: If the provided excluding Density Bonul Income, 24% of units for Low Incoment Code Section 6591	us units, does the project prome, or 45% of units for I	orovide at le	east 16% of	units for Very	Low
□ Yes □ No					

¹³ Formulas provided for guidance, do not account for previous rounding of decimals.

¹⁴ All units shall be subject to affordability requirements as determined by LAHD.

¹⁵ A project must reserve 20% of overall proposed units for Lower Income Households to be eligible for streamlining. This requirement can be satisfied by reserving the requisite number of units for Low, Very Low, Extremely Low, or Acutely Low Income Households, or a combination thereof.

¹⁶ Projects must provide at least one affordability income category consistent with the minimum affordability requirements pursuant to California Government Code Section 65915.

7. INCENTIVES

A. Base Incentives (Check all that apply)

Eligible Subarea	Density Bonus	Parking	(whichever is greater)	is greater)
□ OC-1	\square Limited by Floor	☐ No parking	☐ R - zones: 45%	☐ One additional
	Area	required.	increase	story, up to 11
			☐ C - zones: 4.5:1	additional feet; or up to a maximum of
			or 50% increase	5 total stories.
□ OC-2			☐ R - zones: 50%	☐ Two additional
			increase	stories, up to 22
			☐ C - zones: 4.65:1	additional feet; or
			or 55% increase	up to a maximum of 6 total stories.
□ OC-3			☐ 4.8:1 or 60%	☐ Three additional
			increase	stories, up to 33
				additional feet; or up to a maximum of
				7 total stories.
LAMC Section 13E allowable FAR and on one of the sites	3.8.1.C of Chapter 1A of Shall be eligible for or mentioned? If applica	oric Resource(s) or Nor of this Code shall not b ne additional story, up ble, please check one	pe eligible for an incent to 11 additional feet. Is	tive to increase s the proposed project
☐ Designated Hist☐ Non-Contributin	` '			
If applicable, is the □ Yes □ No	site requesting an inc	entive for one addition	al story or up to 11 ad	ditional feet in height?
requirement of the	Specific Plan or overla of Chapter 1. Check t	trict may choose to util ay district in lieu of the he below box if the pro	FAR maximum descri	bed above in Table
\square The project will	use the Specific Plan	or overlay district FAR		
FAR:				
Affordability:			,)	

Other Parking Notes (Attach additional pages if necessary):

Incentives	Permitted w/o Incentives	Proposed per Incentives	On-Menu	Off-Menu
☐ Yards (Refer to Table 12.22 A.38(h)(2)(i)(a) of Chapter 1 for more information)				N/A
 □ R-zone – For R-Zones, the follow reductions apply (reductions requested for R zones all count as one incentive): Front – A reduction is limited to no more than the average of the front yards of adjoining buildings along the same street frontage. If a project occupies all the lots of an entire street frontage, a front yard reduction is permitted as long as it is the same dimension as a corresponding increase to the rear yard. 				
Side and Rear – Side and rear yards can receive up to a 30% decrease.				
☐ C-zone (reductions count as one incentive) A project may utilize any or all of the yard requirements for the RAS3 zone per Section 12.10.5 of this Code. A project on a commercially zoned site adjacent to a property zoned RD or more restrictive may provide a rear yard of not less than five feet.				
☐ Ground Floor Height				N/A
Projects may receive up to a 20% reduction in any Ground Floor Height restrictions contained in an overlay, Specific Plan, Q condition, or D limitation.				

Roadway Widening¹⁷: Does the project request an exemption from any applicable roadway widening

required pursuant to LAMC Section 12.37 of Chapter 1?

□ No

☐ Yes

¹⁷ Projects in a Very High Fire Hazard Severity Zone, the Coastal Zone, Hillside Areas, or subject to procedures in LAMC Section 13B.2.3 (Class Conditional Use Permit 3) of Chapter 1A are not eligible for this base incentive.

¹⁸ A project shall refrain from requesting an Incentive not on, or in excess of, the Menu of Incentives in the following Development Standard areas: Floor Area Ratio (FAR), Height, Open Space requirements, tree planting requirements, ground story requirements, and/or yards/setback requirements. A project that seeks any of these types of Incentives not on the menu are not eligible for approval through this Subdivision 38, and instead shall seek approval pursuant to the Procedures, Incentive menu and other requirements described in Section 12.22 A.37 of Chapter 1.

Incentives	Permitted w/o Incentives	Proposed per Incentives	On-Menu	Off-Menu
☐ Transitional Height				
Projects may select a 10-foot setback/step-back distance for side or rear setback. Projects may select a 30-foot setback/step-back distance for 4 story step-backs. Projects may select a 50-foot setback/step-back distance for 6 story step-backs. Setback and step-back is measured from the property line. Refer to LAMC Section 12.22 A.38(h)(2)(iii) of Chapter 1 for more information.				
☐ Space Between Buildings and Passageways				
Projects may receive up to a 30% reduction pursuant to LAMC Section 12.21 C.2(a) of Chapter 1 and up to a 50% reduction pursuant to LAMC 12.21 C.2(b) of Chapter 1 or the space provided to meet a subject site's required side yard requirement, whichever provides a greater reduction.				
☐ Lot Coverage				
Projects may request up to a 20% increase.				
☐ Lot Width				
Projects may request up to a 25% decrease.				
□ Open Space				N/A
Projects may calculate their usable open space requirement as 15% of the total lot area or 10% of the total floor area confined within the perimeter walls of the provided Residential Units, whichever is greater. Refer to LAMC Section 12.22 A.38(h)(2)(vii) for Chapter 1 for more information.				
☐ Density Calculation				
The area of any land required to be dedicated for street or alley purposes may be included as lot area for purposes of calculating the maximum density permitted by the underlying zone in which the Project is located.				

Incentives	Permitted w/o Incentives	Proposed per Incentives	On-Menu	Off-Menu
□ Averaging (all count as one incentive – check all that are needed) ¹⁹ □ FAR □ Density □ Parking □ Open Space □ Vehicular Access				
□ P-Zone				
A Project may include the uses and area standards permitted in the least restrictive adjoining zone.				
☐ Relief from a Development Standard (20% reduction)				N/A
Projects may request up to a 20% relief from a Development Standard contained in Chapter 1 of this Code, an overlay, Specific Plan, Q Condition, or D limitation.				
☐ Ground Floor Activation				N/A
Projects can receive a 50% reduction.				
□ Summary of On-Menu Incentives (specify) 1) 2) 3) 4)				
□ Summary of Off-Menu Incentives (specify) 1) 2) 3) 4)				
TOTAL No. of Incentives Requested (Total Incentives Requested shall not exceed 4): On-Menu Off-Menu				

¹⁹ A Project that is located on one or more contiguous lots, not separated by a street or alley, participating in the averaging incentive provided that: a. No further lot line adjustment or any other action that may cause the Project site to be subdivided subsequent to this grant shall be permitted, and b. The proposed use is permitted by the underlying zone(s) of each lot.

8. PUBLIC BENEFIT OPTIONS

Public Benefit Option	Permitted w/o Incentives	Proposed per Base, On-Menu, or Off-Menu Incentives	Request w/ Public Benefit	Public Benefit Option (Check box if using)
Child Care Facility				
Multi-Bedroom				
Units				
Preservation of				
Trees				
Land Donation				
Active Ground				
Floor Exemption				
from FAR				
Privately Owned				
Public Spaces				
(POPS)				
Surveyed Historic				
Resource Façade				
Rehabilitation				
Up to one requires Dir Planning Commission Indicate the Waivers b	Review (<u>LAMC Sec.</u>		of Chapter 1A) and over A).	one requires City
Waiver Reque	ested:	Permitted:	Proposed with	n Waiver:
1				
2.				
3				
4			-	
5				
O4la a				
Otner:				
	rs Requested:			
	rs Requested:			

FAR:	
Per LAMC	With OC Incentives + Public Benefit Options + Waivers
Height:	
Per LAMC	With OC Incentives + Public Benefit Options + Waivers
Parking:	
Per LAMC	With OC Incentives + Public Benefit Options + Waivers

11. COVENANT

All OC projects are required to prepare and record an Affordability Covenant to the satisfaction of the LAHD's Occupancy Monitoring Unit before a building permit can be issued. Contact LAHD at lahd-landuse@lacity.org.

12. REPLACEMENT UNITS

Applicants must obtain a Replacement Unit Determination from LAHD pursuant to LAMC Section 16.61.

Disclaimer: This review is based on the information and plans provided by the applicant at the time of submittal of this form. Applicants are advised to verify any zoning issues such as height, parking, setback, and any other applicable zoning requirements with LADBS.

Plans have not been checked for full compliance with LAMC and Los Angeles Building Code. Submittal of a signed Referral Form does not constitute approval of Plans or Entitlements and it does not constitute a case filing or deem a project complete. For projects located within Specific Plans/Overlays, consult with the assigned project planner for additional limitations.