



INFORMATION (CODE PROCEDURES/ POLICIES):

Transit Oriented Communities Affordable Housing Incentive Program
Frequently Asked Questions and Answers

Question 1: What is my TOC Tier?

Answer: A new layer and line item is available under the Planning and Zoning tab on ZIMAS (http://zimas.lacity.org/) for reference purposes. To establish and verify your Tier, a Transit-Oriented Communities – Tier Verification Form (CP- 4051) shall be completed by the applicant and reviewed and signed by the Department of City Planning staff prior to filing an application for a case or building permit. Along with the Transit-Oriented – Tier Verification Form, please submit:

- A radius map demonstrating the distance from the project site to the nearest Major Transit Stop, with clearly marked rail stations entrances or bus intersections as applicable.
• Bus route timetables demonstrating a minimum of 15 minute headways during peak hours for two intersecting routes (if applicable).

Please submit your packet (form, map, and timetables) for review to the City Planning Housing Services Unit at the following e-mail (dcp.php@lacity.org) or through a consultation at the 5th floor of the Development Service Center (appointment required). Forms will be reviewed in the order a complete packet (form, radius map, and bus schedules) is submitted and paid.

ZIMAS interface screenshot showing a map of downtown Los Angeles with a blue polygon highlighting a specific area. The left sidebar lists various planning and zoning categories, with 'Transit Oriented Communities (TOC)' and 'Tier 3' circled in red. A 'Background Map Display Layer' dialog box is open over the map, also with 'Transit Oriented Communities (TOC)' circled in red. The map shows streets like Diamond St, Fremont Ave, and Figueroa St.

Question 2: What are the benefits and Tiers of the TOC program?

Answer: Please refer to Chart 1 and Chart 2 for quick Guides to TOC Incentives.

Disclaimer: These charts are included for reference purposes only. Please refer to the TOC Guidelines for more complete information.

Chart 1. Base Incentives

	Tier 1 (Low)	Tier 2 (Med)	Tier 3 (High)	Tier 4 (Regional)
Affordable Housing Requirement	8% ELI 11% VL 20% Low	9% ELI 12% VL 21% Low	10% ELI 14% VL 23% Low	11% ELI 15% VL 25% Low
Density	50% increase	60% increase	70% increase	80% increase
Exception	RD Zones = 35% increase	RD Zones = 35% increase	RD Zones = 40% increase	RD Zones = 45% increase
FAR (Residential Portion)	40% increase	45% increase	50% increase	55% increase
Commercial Zones (including HI and CM)	At least 2.75:1	At least 3.25:1	At least 3.75:1	At least 4.25:1
Exception	See below	See below	See below	See below
Residential Parking (allows for unbundled)	0.5 per bedroom	0.5 per bedroom; No more than 1 required per unit	0.5 per unit;	None
Ground Floor Commercial	10% reduction	20% reduction	30% reduction	40% reduction

Exceptions to the FAR incentive are as follows:

1. In the RD Zone or a Specific Plan or overlay that regulates FAR, the maximum FAR increase shall be limited to 45%.
2. If the allowable base FAR is less than 1.25 then the maximum FAR allowed per this section is limited to 2.75.
3. In the Greater Housing Downtown Incentive Area, the maximum FAR increase shall be limited to 40%, with all floor area being calculated per the definition in LAMC 12.22 A.29(c)(1).

Chart 2. Menu of Additional Incentives

	Tier 1 (Low)	Tier 2 (Med)	Tier 3 (High)	Tier 4 (Regional)
Affordable Housing Requirement	8% ELI 11% VL 20% Low	9% ELI 12% VL 21% Low	10% ELI 14% VL 23% Low	11% ELI 15% VL 25% Low
Height	11 ft. for one story	11 ft. for one story	22 ft. for two stories	33 ft. for three stories
Transitional Height	Low	Low	Med	High
Exception	See below	See below	See below	See below
Yard/Setback	25% reduction (one yard)	30% reduction (one yard)	30% reduction (two yards)	35% reduction (two yards)
R Zones	Same as RAS3	Same as RAS3	Same as RAS3	Same as RAS3
C Zones	Same as RAS3	Same as RAS3	Same as RAS3	Same as RAS3
Exception	Front yards in R zones may only be reduced in certain cases	Front yards in R zones may only be reduced in certain cases	Front yards in R zones may only be reduced in certain cases	Front yards in R zones may only be reduced in certain cases
Open Space	20% reduction	20% reduction	25% reduction	25% reduction
Lot Coverage	25% increase	25% increase	35% increase	35% increase
Lot Width	25% reduction	25% reduction	25% reduction	25% reduction
Averaging	Y	Y	Y	Y
Density Calculation	Y	Y	Y	Y
PF Zone	Y	Y	Y	Y

Exceptions to the height incentive applies to projects located on lots with a height limit of 45 feet or less, or located in a Specific Plan area or overlay district. In such cases, the top story shall be stepped-back back at least 15 feet from the front of the building’s primary frontage, which is defined in the TOC Guidelines.

Question 3:

How is the density increase and the number of affordable units to be set aside calculated?

Answer: Please refer to the sample calculations below. Please note that unit calculations resulting in a fraction are rounded up at each step (calculating base density, the number of bonus units as well as the number of required affordable units)

- **Density Increase.** The density increase is based on your property's Tier and zoning.

Example 1:

1. Base zoning – R4, lot area – 15,000 square feet results in $15,000/400 = 38$ base units (a) after rounding up.
2. Tier 3 results in $38 \times 1.7 = 65$ total units (b) after rounding up.

- **Affordable Units.** The affordable units to be set aside is based on your property's Tier and number of *total units (b)* from Example 1. The number of units set aside may be counted towards the requirement for Additional Incentives.

Example 2:

1. **65 total units**, Tier 3 with 10% Extremely Low Income Units results in $65 \times 0.1 = 7$ ELI units set aside after rounding up.

- **Additional Incentive Requirements.** If a project is requesting Additional Incentives, your required affordable units to be set aside is based on your property's Tier, number of requested Additional Incentives and number of *base units (a)* from Example 1. The number of units set aside can include affordable units required for Base Incentives.

Example 3:

1. **38 base units (a)**, Tier 3 with three Additional Incentives at 11% Extremely Low Income Units results in $38 \times 0.11 = 5$ ELI units set aside after rounding up.
With 7 units already required for Base Incentives, this project will not need to set aside additional ELI units for three Additional Incentives, since the 7 units will already meet the requirements.

Question 4: What is a ministerial TOC project?

Answer: A project that only utilizes base incentives (residential density, floor area ratio, and automobile parking).

Question 5: How do I file a ministerial Transit Oriented Communities (TOC Guidelines) project?

Answer:

Step one: Verify a TOC Tier by completing the *Transit-Oriented Communities – Tier Verification Form*¹.

Submit the form to the City Planning Housing Services Unit e-mail: dcpphp@lacity.org.

Step Two: Proceed with LADBS for Plan Check.

Step Three: Covenant and Affordable Housing Clearance (HCIDLA)

Step four: Planning Clearance (DCP Public Counters)

Step Five: Final Building Permit (DBS)

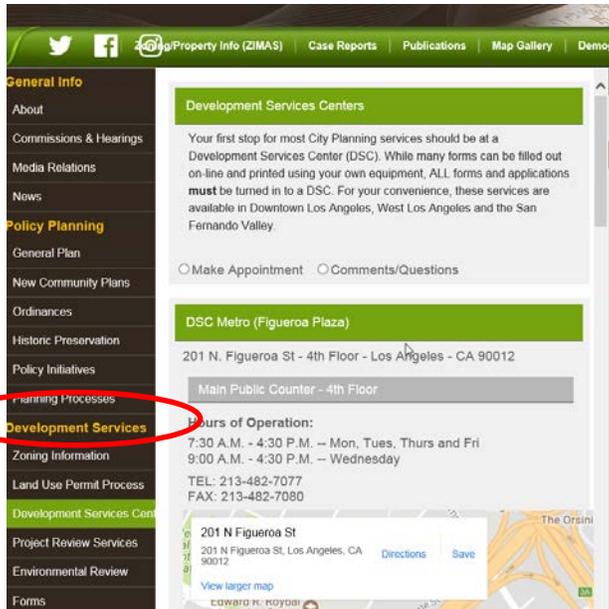
Question 6: How do I obtain a Transit-Oriented Communities Affordable Housing Form for a project seeking Additional Incentives?

Answer: Please submit your plans and completed *Transit-Oriented Communities – Referral Form (CP-4050)* to the City Planning Housing Services Unit via e-mail at dcpphp@lacity.org. Forms will be reviewed in the order a complete packet (form, radius map, bus schedules, and plans) is submitted and paid. Please note that the Housing Services Unit will also verify the Tier through this process.

¹ The form may be obtained by either visiting the Department of City Planning's Housing Services Unit (201 N. Figueroa St., 5th Floor, Los Angeles, CA 90012,) or requesting one via dcpphp@lacity.org.

Question 7: How do I file for Additional Incentive(s) from the TOC Guidelines?

Answer: Applications for TOC Incentives shall follow the density bonus procedures outlined in Los Angeles Municipal Code Section 12.22.A.25(g). Once application materials are gathered by the applicant, please request an appointment via the Department of City Planning Website (<http://cityplanning.lacity.org/>) and click on the “Development Services Center” tab to file an entitlement. Please review associated instructions and referrals below.



Instructions and required documents:

- Department of City Planning Application (CP-7771.1)
- Department of City Planning Application Filing Instructions (CP-7810)
- Density Bonus (CP-3251)
- Environmental Assessment (CP-1204)
- If applicable, Class 32 Categorical Exemption (CP-7828)
- Plot Plan Instructions (CP-7752)
- Elevation Instructions (CP-7817)
- Floor Plan Instructions [Interior Floor Plan] (CP-7751)

Referrals needed:

- Transit-Oriented Communities – Referral Form
- If applicable, Project Planning Referral (CP-7812)
- Proof of filing with HCID for compliance with AB

Question 8: What are the City Planning Fees associated with *Transit-Oriented Communities* projects?

Answer: The fee for a Tier Verification using the *Transit-Oriented Communities – Tier Verification Form* is \$471.09. The fee for a pre-application project review using the *Transit-Oriented Communities – Referral Form* is \$1,060.26. The price of an entitlement for a standalone TOC project seeking Additional Incentives is \$8,956.86. Fees may be subject to change.