



1000-  Department of Transportation	MANUAL OF POLICIES AND PROCEDURES	SECTION NO. 321	
	SUBJECT DRIVEWAY, ACCESS, CIRCULATION DESIGN GUIDELINES	DATE 2024	
		DIST.	ORIGINATOR 10
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I. Purpose

This Section provides the basic criteria for the review of driveway designs.

While most land use parcels need access to and from public roadways, the nature of that need varies according to the type of land use (e.g., commercial, residential, industrial, etc.). The type of land use is typically associated with factors such as the volume of traffic and the types of vehicles in and out of the driveway. Each driveway represents a potential conflict point between motor vehicles, pedestrians, micro-mobility users, and bicyclists. Therefore, access should be managed through thoughtful consideration of context, function, and location. Good access management begins at the planning level and proceeds through design and construction. When well executed, access management will result in an appropriate balance between the safety and operating efficiency of the roadway and effective ingress and egress to adjacent properties.

The City of Los Angeles Department of Transportation (LADOT) has a broad responsibility to ensure the safe and efficient use of City streets. The impact on streets is influenced by the design and use of off-street parking and loading facilities to accept and discharge vehicles. The goal of good driveway design is to minimize adverse effects on pedestrian safety and comfort and potential conflicts with bicycle facilities and roadway traffic.

Implementing design standards and requirements through the driveway permitting process can affect the operation and safety of the City's street network. Among LADOT's considerations when reviewing driveway plan proposals should be context (e.g., speed and demands); degree of access (e.g., full or partial); geometry (e.g., physical location, grade, sight distance, turning radius); treatment of cyclists and pedestrians; and other considerations (e.g., streetscape and drainage).

II. Policy Framework & Conditions of Land Use Entitlements

The Mobility Element of the City's General Plan (i.e., Mobility Plan 2035) lays out the policy foundation for achieving a transportation system that balances the needs of all road users. The priorities of the Mobility Plan 2035 include:

- Safety First
- Access for all Angelenos
- World Class Infrastructure
- Collaboration, Communications, and Informed Choices
- Clean Environment & Healthy Communities

The Complete Streets Design Guide, a companion document to the Mobility Plan 2035, outlines the vision for designing safe, accessible, and vibrant streets in Los Angeles. The guide summarizes design concepts and best practices that promote safe and accessible streets, including guidance on driveway placement and design (section 6.9).

LADOT requirements related to driveway dimensions and placement, restrictions of driveways on certain streets, use of alleys, limitations of turning movements, and other conditions are often imposed when a development proposal requires Department of City Planning (LADCP) review for discretionary actions or entitlements and projects are referred to LADOT. It is important to consult with LADOT (and LADCP) early in the site planning process to ensure that all requirements are met.

Note: All Tract maps and Parcel maps are subject to approval by the Advisory Agency (i.e., a deputy of the Director of Planning). The Advisory Agency is assisted by the Subdivision Committee, which includes LADOT. The Advisory Agency frequently includes LADOT conditions and requirements in its final determination.

III. Code Requirements

The Los Angeles Municipal Code (LAMC) specifically requires LADOT to carry out certain functions with relation to off-street parking facilities. Relevant Municipal Code Sections are:

- 12.21 A-4(g): General Provisions, Use, Off-Street Automobile Parking Requirements, Location of Parking Area
- 12.21 A-5(e): General Provisions, Use, Design of Parking Facilities, Driveway Location
- 12.21 A-5(i): General Provisions, Use, Design of Parking Facilities, Parking Stall Location
- 12.21 A-5(j): General Provisions, Use, Design of Parking Facilities, Internal Circulation
- 12.21 C-6(a): General Provisions, Area, Loading Space, Provision

- 62.105.1. Locations of Driveway Approaches
- 62.105.2. Width of Driveway Approach Apron
- 62.105.3. Length of Curb Space
- 62.105.5. Application for Deviations from the Provisions of Sections 62.105.1(a), (b), (c) and (d), 62.105.2, 62.105.3 and 62.105.4

See Appendix A (sections 12.21) and Appendix B (sections 62.105.) for further information.

IV. Definitions¹

For purposes of this Section, certain terms and words are defined as follows:

A. Arterial Street - A street that either:

1. Accommodates 10,000 or more Vehicles Per Day (VPD) also referred to as vehicle trips per typical weekday, or
2. Is designated as an Avenue or Boulevard on Map A1 through Map A9 in the Mobility Plan 2035.

B. Collector Street - A street that either:

1. Accommodates more than 1,500 VPD but less than 10,000 VPD, or
2. Is designated as a Collector Street on the applicable Community Plan.

C. Local Street – A street that either:

1. Accommodates less than 1,500 VPD or
2. Is designated as a Local Street on the applicable Community Plan.

D. Alley

Provides additional access outside of the main street network.

V. Driveway Location and Operation Planning

The basic principle of good access management and driveway location planning is to minimize possible conflicts between users of the parking facility and users of the abutting street system. The public interest requires LADOT to process driveway reviews with an appropriate balance between the safety and operating efficiency of the roadway, and effective ingress and egress to adjacent properties.

This calls for the minimum number of driveways, consistent with street and lot capacity, located on streets with the least traffic volume to the extent feasible. To determine if a facility will meet the desired criteria, it is necessary to check the location of driveways, size of driveways, number of driveways, operation and design of entrances and exits, and internal circulation. Two-way and one-way driveways should provide adequate operational space up to the queuing distance and tapered back to the required drive aisle to the satisfaction of LADOT.

A. Number of Driveways

1. Along Arterial Frontage: Driveways should not be permitted along arterial streets where the proposed development is:

¹ Citations are per the Complete Streets Design Guide and are intended to provide service level context to each street type. All street designs should adhere to the street designation cited in the Mobility Plan 2035 and as identified in the Bureau of Engineering Navigate LA street map.

- a. Residential, commercial, mixed-use, or public facility and access is possible using an alley or non-arterial street, or
- b. Industrial, and
 - i. At the intersection of the arterial streets with a non-arterial street, and
 - ii. Access is possible along the non-arterial frontage.

Otherwise, the maximum number of driveways along the arterial frontage should be:

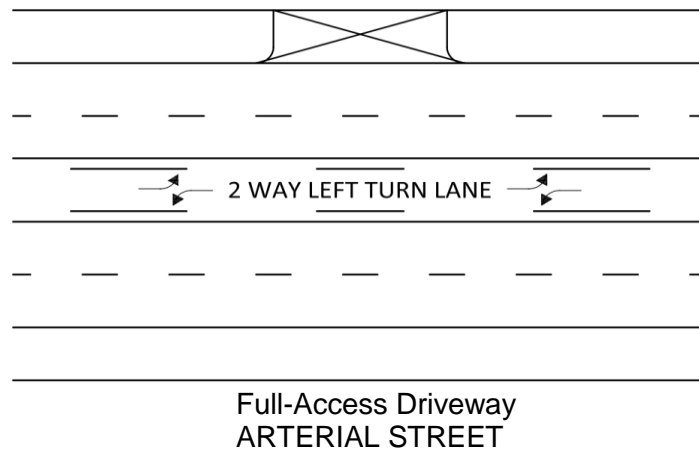
Maximum Number of Driveways Along Arterial Frontage ²	
FRONTAGE (FEET)	NO. OF DRIVEWAYS
0 to 250	1 ³
250+ to 400	2

For every additional 300 feet of frontage, one additional driveway is allowed. For minimum distance between driveways see Sub-Section V.J. Exceptions may be granted by the Transportation Engineer after reviewing the specific project characteristics and driveway design.

- 2. Non-Arterial Frontage: Access should be limited to a single driveway unless parking demand requires consideration of additional access. Exceptions may be granted by the Transportation Engineer in charge based on the review of a specific project design. For minimum distance between driveways see Sub-Section V.J.

B. Channelization

Driveways should be located such that two-way left turn lane channelization (or any channelization) provides adequate storage space for left-turn entry and provide adequate refuge space for left-turn exiting, as shown in Figure 1.



Full-Access Driveway
ARTERIAL STREET

FIG. 1

² Where applicable, a Community Plan Implementation Overlay (CPIO) may require a further restriction on the recommended allowable number of driveways. Refer to section VI.P for additional information.

³ Two driveways may be approved if they are each one-way (i.e. one ingress only and one egress only)

C. Intersection Adjacency

Driveways should be located as far from the intersection as possible. At a minimum, driveways on Arterial Streets should not be placed within 150 feet (or to the extent feasible) from the prolongation of the curb line of the intersecting street. Driveways on Collector or Local Streets should not be placed within 75 feet from the prolongation of the curb line of the intersecting street (or to the extent feasible), as shown in Figure 2.

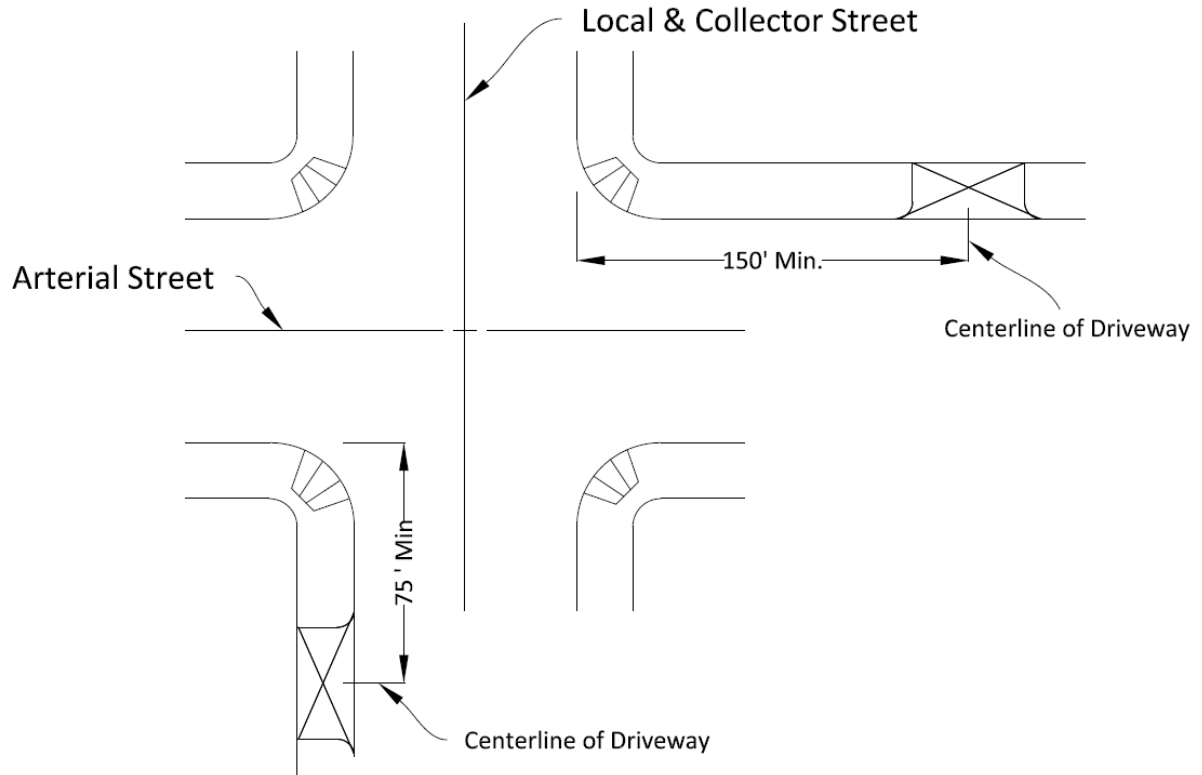


FIG. 2

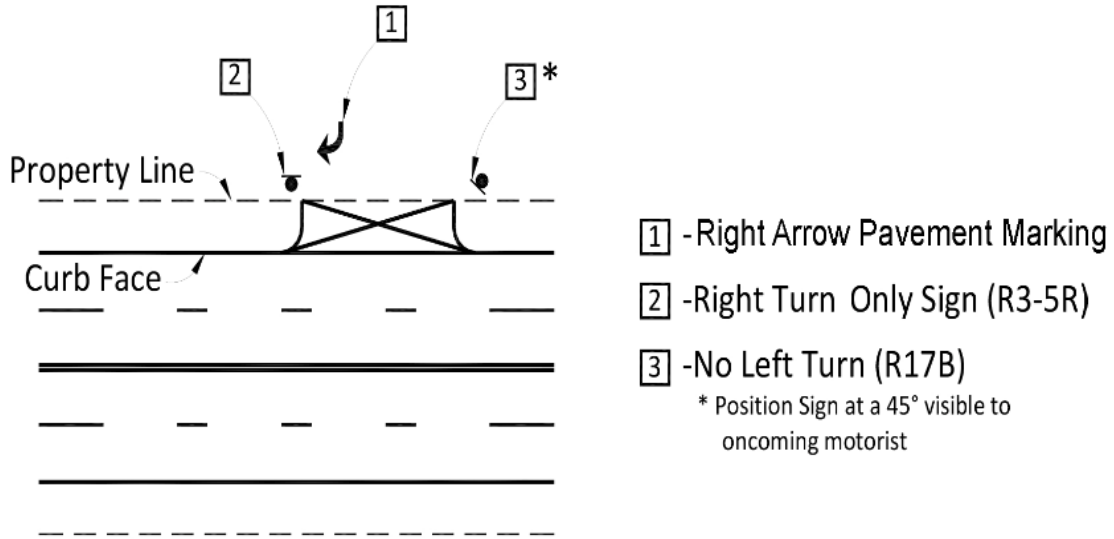
D. Bus Stop Zone Avoidance

In addition to the guidance prescribed in Section V.C., driveway placement within bus stop zones should be avoided when possible. Relocation of a bus stop requires coordination with LADOT and the appropriate transit service provider. The applicant will be required to pay for any expenses associated with a relocation.

E. Turning Restrictions

Where the arterial street does not have a two-way left turn lane (2WLTL) median channelization, the driveway should be as far from the intersecting street as possible (see Section V.C.), and may need to operate as a right-turn only driveway with the installation of turn restriction signs and supplemented with pavement markings. The applicant shall be responsible for the installation and maintenance of any posted signage and pavement markings within the property. Turning restrictions should be considered whenever the following conditions occur, and an alternate ingress/egress point is not available, as illustrated in Figures 3 and 4:

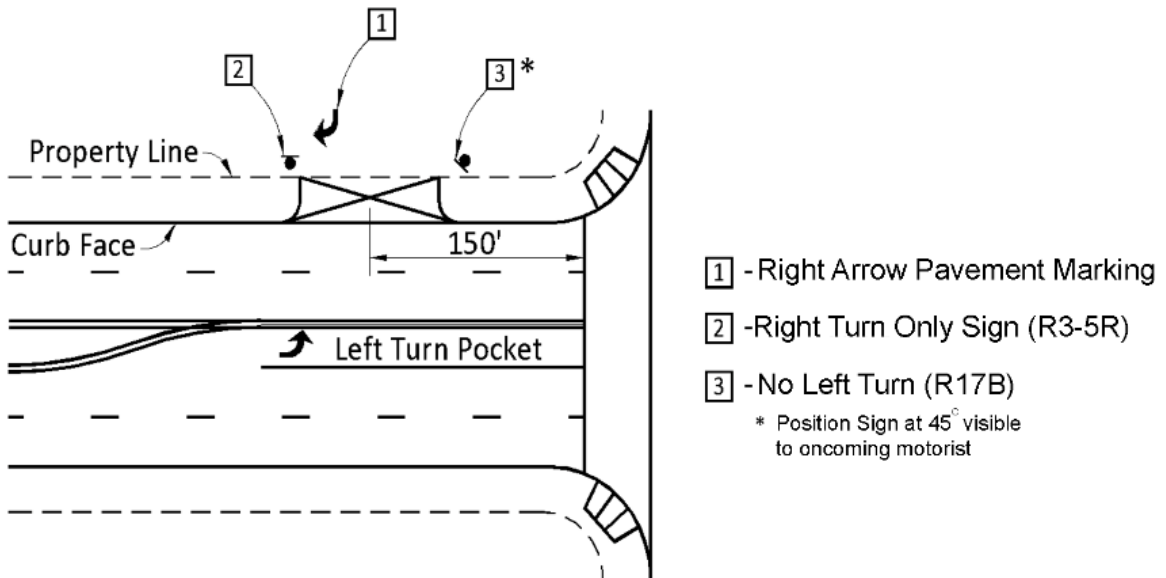
1. Entering vehicles would need to make left-turns from the number one through lane of an arterial street, as shown in Figure 3⁴.



Right Turn In/Right Turn Out Operation
ARTERIAL STREET WITHOUT A 2WLTL

FIG. 3

2. Exiting vehicles would need to make left-turns through the queue from an adjacent signalized intersection and cross a left-turn lane of an arterial or an un-channelized street within 150 feet of the crosswalk at the signal, as shown in Figure 4⁴.



Right Turn In/Right Turn Out Operation
ARTERIAL STREET ADJACENT TO INTERSECTION

FIG. 4

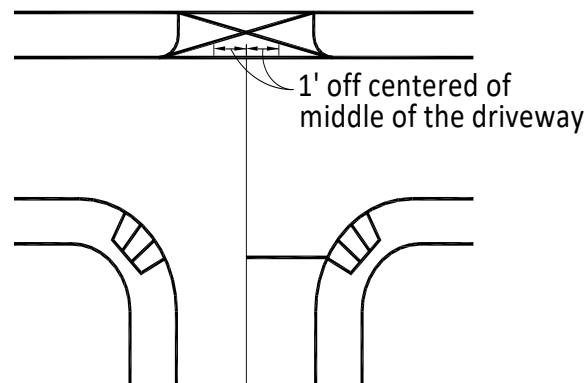
For any proposed driveway situation, where alternate access is not feasible, turn restrictions shall be considered and recommended to the satisfaction of LADOT.

⁴ Posted signs & pavement marking standards are cited in the Manual on Uniform Traffic Control Devices (MUTCD). Visit: dot.ca.gov (search MUTCD for latest edition).

F. "T" Intersections

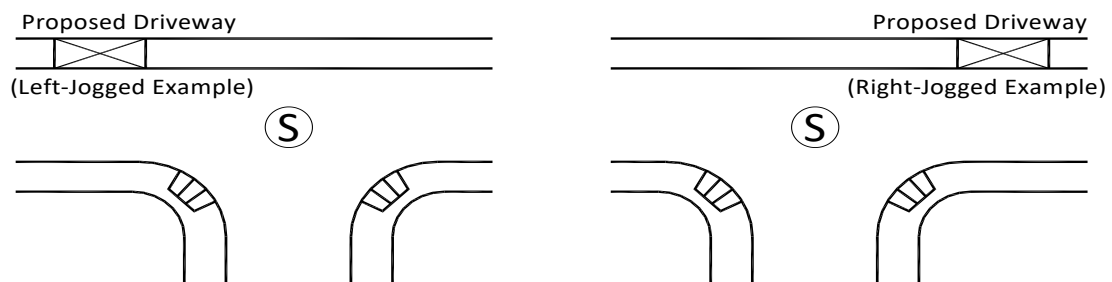
1. Driveways at the top of a "T" intersection are to be centered within one foot of the prolongation of the terminating street centerline. The T-Intersection driveway should be a Case 3 driveway in a residential area or a Case 4 driveway in a commercial area, as shown in Figure 5, per the Department of Public Works Bureau of Engineering (DPW BOE) Standard Plan S-440-4⁵. If this is not feasible, the T-intersection driveway would be subject to Sub-Section V.C.

* Case 3 driveway in residential area
and Case 4 driveway in commercial area.



T-INTERSECTION
FIG. 5

2. Left-turn egress from a proposed T-Intersection driveway and/or in close proximity (as determined by LADOT) to a signalized T-Intersection, as shown in Figure 6, is allowed only if the signal operation is changed to a jogged intersection operation in order to include control of the proposed T-intersection driveway. The applicant will be required to pay for any expenses associated with the signal design modifications.



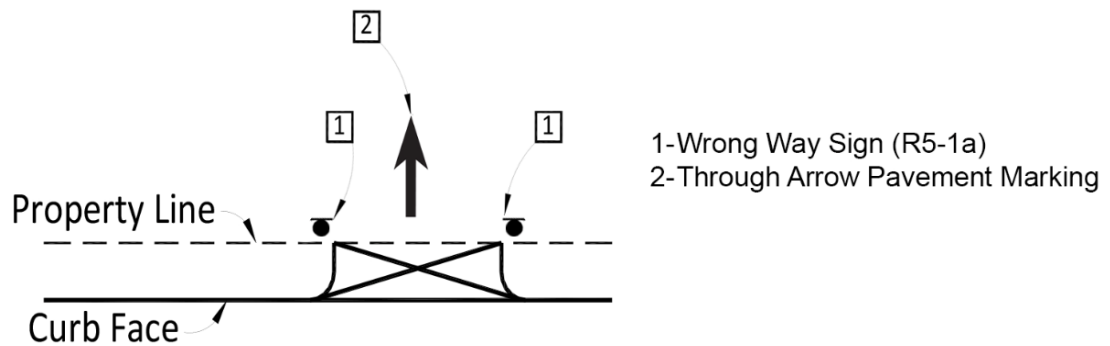
Existing Signalized Intersection
FIG. 6

⁵ See <https://eng2.lacity.org/techdocs/stdplans/s-400.htm> for the most current applicable Department of Public Works Bureau of Engineering Standard Plan No. S-440-4.

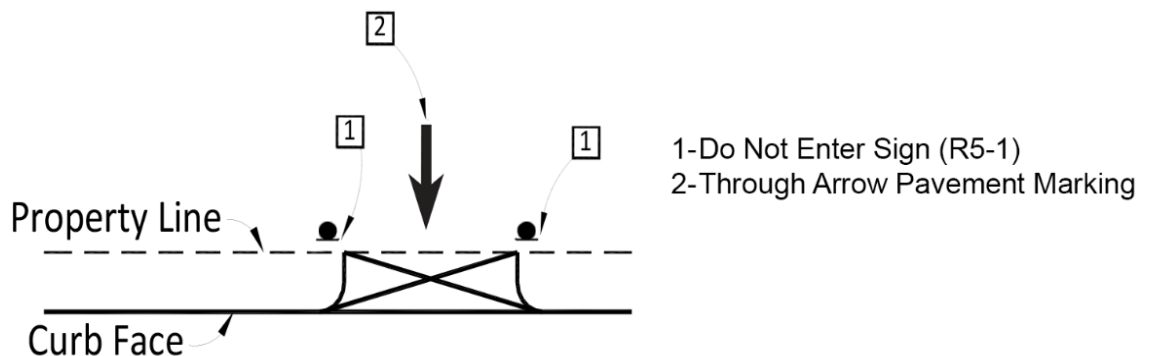
G. One-Way Driveways

One-way driveways should be permitted only if one-way usage is assured by:

1. Angled parking stalls, or other positive control (e.g., tire spikes or mechanical gate).
2. Installation of proper posted signage and pavement markings to inform motorists of one-way-only driveway operation, as shown in Figure 7⁴ and Figure 8⁴.



Ingress Operation
FIG. 7



Egress Operation
FIG. 8

H. Near Mid-Block Crosswalks

Driveways near mid-block crosswalks must be reviewed and approved for minimum distances by the appropriate LADOT District Operations Office. If a mid-block crosswalk must be relocated to accommodate an acceptable driveway design, all associated costs with the relocation of the mid-block crosswalk shall be paid for by the applicant.

I. Right Turn Only Lane (RTOL)

Driveways along a RTOL are unacceptable as they pose increased safety concerns and can have an adverse effect on the safety and operation of the RTOL, as shown in Figure 9. If no other access is feasible, access from the RTOL shall adhere to the placement guidance stated in Section V.C., or be placed as far from the intersection as possible.

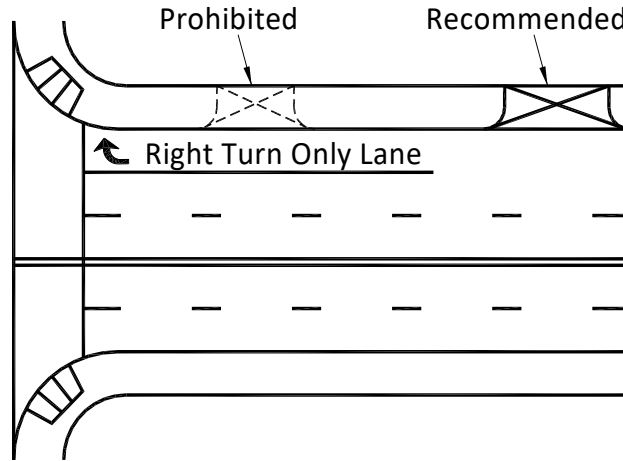
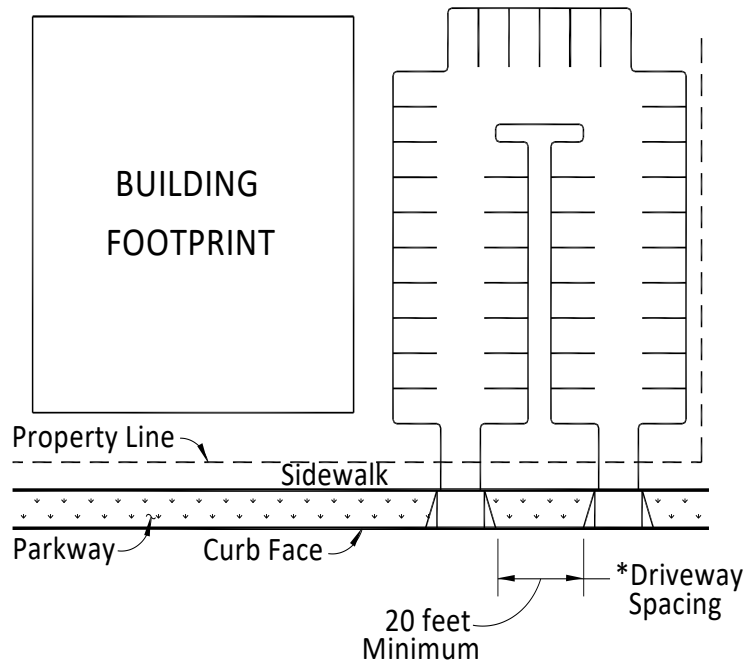


FIG. 9

J. Spacing

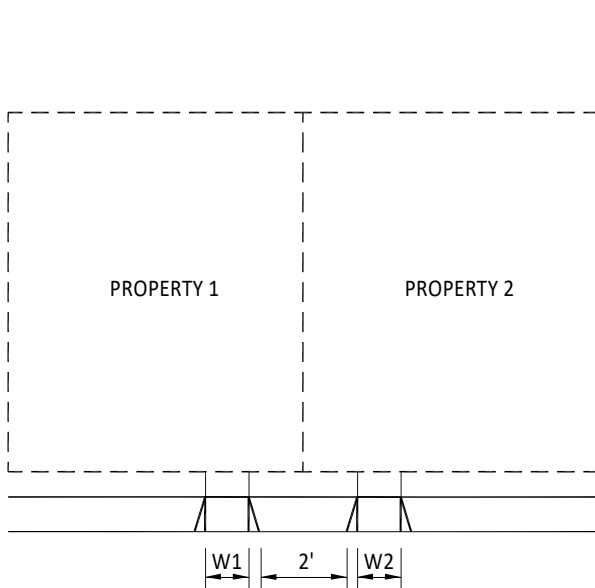
1. Spacing between driveways should not be less than 20 feet of full-height curb between driveways serving the same lot, as shown in Figure 10. Wherever feasible, two two-way driveways should be separated by a minimum of 50 feet of full-height curb, where feasible, to minimize driveway ingress/egress vehicle conflicts. If this minimum of 50 feet cannot be retained between two two-way driveways, the proposed driveway would be restricted to right-turn in and right-turn out.



*Driveway spacing is measured from the top of the curb-excluding driveway aprons.

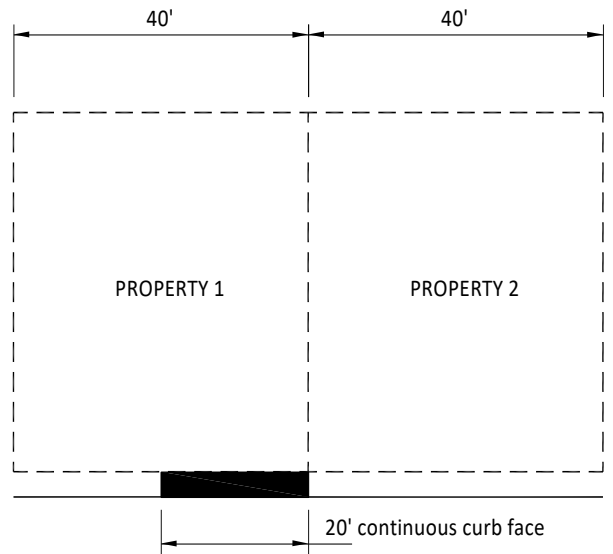
FIG. 10

2. A design exception to the 50-foot minimum spacing cited above (Sub-Section V. J. 1.) should only be considered when the anticipated driveway activity is minimal and the parcel's configuration requires such consideration. ⁶Driveway approaches serving adjoining lots shall be separated by at least two feet of full height curb; except that, with the mutual consent of the affected property owners, two such adjacent driveway approaches may be merged into one, as shown in Figure 11, provided the maximum apron width along each lot, as set forth in Subsection (b) of Section 62.105.2 hereof, is not exceeded, see Appendix B. ⁶No less than 20 feet of continuous curb space shall be retained in front of each lot where the street frontage of the property served is greater than 40 feet. Where such frontage is 40 feet or less, continuous curb space shall be retained in front of each lot equal to one-half the length of the frontage, as shown in Figure 12, except that this provision shall not be applied to prevent the construction of one apron having a width of 10 feet in the A, RE, RS, R1, R2 and RW Zones, or a width of 12 feet in the RD, R3, R4, R5, C, M, P and PB Zones, see Appendix B.



When 2 feet of continuous curb is not provided, curb cuts W1 & W2 should be merged.

FIG. 11



When the property frontage is 40 feet or less, continuous curb face equal to 1/2 length of frontage needs to be provided.

FIG. 12

⁶ City of Los Angeles Municipal Code Sixth Edition, Sec. 62.105.3. Length of Curb Space.

VI. Driveway Design

A. Basic Principles

Driveways should be designed to minimize possible conflicts between the users of parking facilities and all users and modes of the abutting street system. The design should address pedestrian safety, sight distance, lane dimensions of the curb lane (i.e., a narrow curb lane may require a wider driveway), size and turning characteristics of vehicles using the driveway, (i.e. delivery trucks require wider driveways), complexity of vehicular movements, density of traffic on the abutting street, speed of vehicles on the abutting street, arrival or departure rate of vehicles using the driveway, and any other considerations that would affect the safety and efficient use of City streets. It should be recognized that driveway design recommendations may vary depending upon site constraints, location, and usage.

B. Width of Driveways

Notwithstanding existing LAMC requirements (see Appendix B), the following widths are recommended:

Recommended Driveway Widths
(W dimension of driveway apron, in feet)

Type of Development	Driveway Operation							
	Non-Arterial				Arterial			
	2-Lane		1-Lane		2-Lane		1-Lane	
	Min	Max	Min	Max	Min	Max	Min ^a	Max
<i>Commercial, Multi-Family Residential and Mixed-Use</i>								
More than 25 spaces	20	24	10	12	24	30	12	14
5 to 25 spaces	19	22	10	12	19 ^b	28	12	14
Less than 5 spaces	18	20	10	12	19 ^b	24	12	14
<i>Single Family Residential^c</i>								
1 or 2 car garage	18	20	9	12	19 ^b	24	12	14
3 or more car garage ^d	18	20	9	12	19 ^b	24	12	14
<i>Industrial</i> [See below for discussion regarding driveway design guidance]								
^a Inbound or outbound only and conditions permitting.								
^b If needed per restrictive property geometry and conditions permitting.								
^c Residential driveway design shall also adhere to the LAMC direction provided in Appendix A Note 3.								
^d Dimension for a 3-Lane garage driveway to be determined through review and approval.								

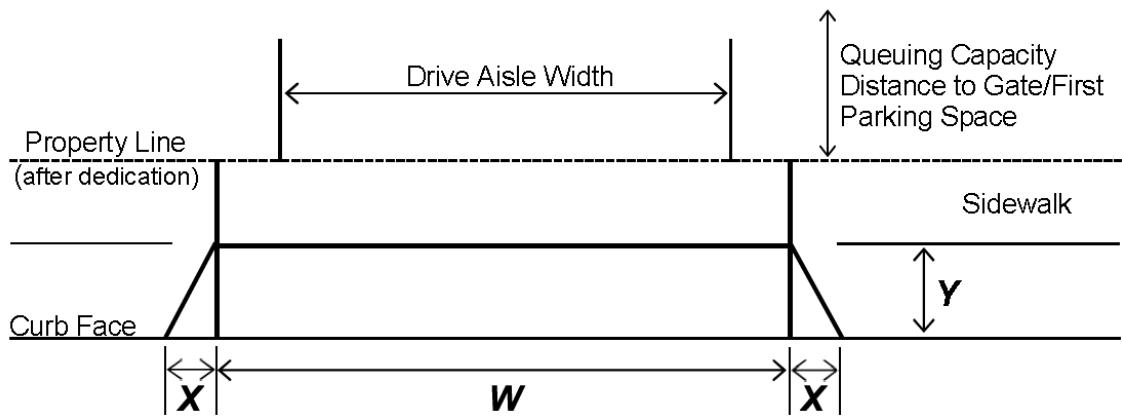
These widths assume standard passenger vehicles turning right from an 18-foot-wide curb lane under ideal conditions. Minimum/Maximum design widths should be considered in accordance with the basic principles cited above in Section VI.A. Maximum

allowable curb-cut dimension by LAMC is $W=30$ feet for all non-residential cases; wider driveways may be recommended for approval by LADOT staff.

Industrial Driveways

Since driveway access to an Industrial land use operation may contain portions that operate similar to other Commercial land-use operations (e.g. employee access) then said driveway design should conform to the design guidance provided above. For other driveway access that would predominantly serve large vehicle traffic, LADOT staff may only recommend approval for driveways wider than 30 feet upon justification by utilizing turning templates for the proposed truck size. The final approval for the project is done by the Board of Public Works as specified in section LAMC section 62.105.5.

For situations where the Los Angeles Fire Department (LAFD) requires access on-site, a minimum of $W=20'$ curb-cut shall be provided to the satisfaction of the LAFD.



**Case II Driveway Design
FIG. 13**

Driveway widths (“ W ” dimension) are intended to facilitate turning movements such that vehicles entering and exiting do not interfere with one another. The “ W ” dimension will commonly be larger than the on-site aisle width, as shown in Figure 13. This allows safe and comfortable access and egress movements and prevents vehicles from hitting the X (sloping) portion of the curb. The center of the “ W ” dimension should align with the center of the on-site aisle.

Case 2 design⁵ shall be used in most circumstances except that case 1 design⁵ may be used to service R-1 or R-2 zones with a parkway and provided the “ Y ” slope does not encroach into the portion of the driveway approach apron for pedestrians to cross the driveway. All new standard driveways should be constructed as case 2. Whenever there is an existing electrolier (street light), utility pole, fire hydrant, etc. case 3 design⁵ shall be used in lieu of case 1 or 2 respectively, to preclude the following conditions:

1. Distance of less than 5 feet between a proposed top of “ X ” and the centerline of an electrolier or a fire hydrant.
2. Traffic Signal, utility poles and sign posts in the “ X ” area of a proposed driveway. Where case 3 is used, and an electrolier or hydrant shall not be closer than 18-

inches from the driveway Before Curb Radius (BCR), and a traffic signal, utility pole or sign post shall not be closer than the driveway BCR.

C. Street-Type Driveways

Where a large parking facility is being constructed with signalized access along an arterial street, a street-type driveway (i.e., having curb returns instead of sloping sides) with full height curb returns approximately 25 feet in radii will be required if the expected peak volume exceeds 250 cars per hour or 50 trucks per hour, or if a traffic signal with normal signal operation is designed for the driveway. Standard driveway design may be used for driveways with signal flashing red operations. LADOT B-Permits Section requires tactile strips along with ADA compliant ramps and marked crosswalks if it has a pedestrian signal phase. All new traffic signals must be deemed warranted and approved by the appropriate LADOT District Operations Office.

D. Turning Movement Path Evaluation for Large Vehicles/Trucks

When larger vehicles and trucks are expected to be the predominant users of a particular driveway, a turning path evaluation shall be conducted to develop a driveway width that can safely accommodate the ingress and egress of larger vehicles and trucks. Widths and turning paths of design vehicles can be found in the latest edition of the American Association of State Highway and Transportation Officials (AASHTO) manual, as shown in Figure 14.

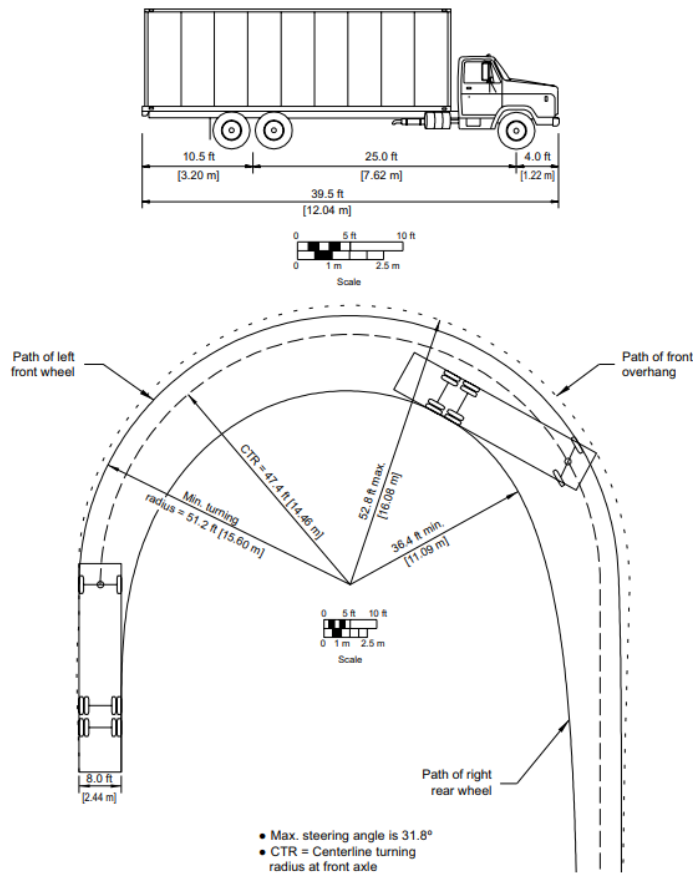


Figure 2-12. Minimum Turning Path for Single-Unit Truck (SU-40 [SU-12]) Design Vehicle

FIG. 14

E. Queuing Capacity

Any ingress driveway should provide sufficient queuing capacity between the property line and security gate, the first parking stall, guard booth, ticket dispenser, and/or valet stand, as shown in Figure 15 (defined as queuing capacity). Under special circumstances for example, for an egress driveways queuing capacity is not required and security gate(s) may be located along the property line. LADOT staff may allow deviation from these requirements. In addition, security gate installation should be consulted for approval by LAFD.

Any entrance driveway should provide sufficient queuing capacity between the property line and the first parking stall, security gate, guard booth, ticket dispenser, and/or valet stand, as shown in Figure 15 (defined as queuing capacity). Under special circumstances, LADOT staff may allow deviation from these requirements. In addition, security gate installation should be consulted for approval by LAFD.

Minimum Queuing Capacity (feet)

<u>Total Spaces</u>	<u>Min. Capacity (feet)</u>
Up to 100	20
101 to 300	40
More than 300	60

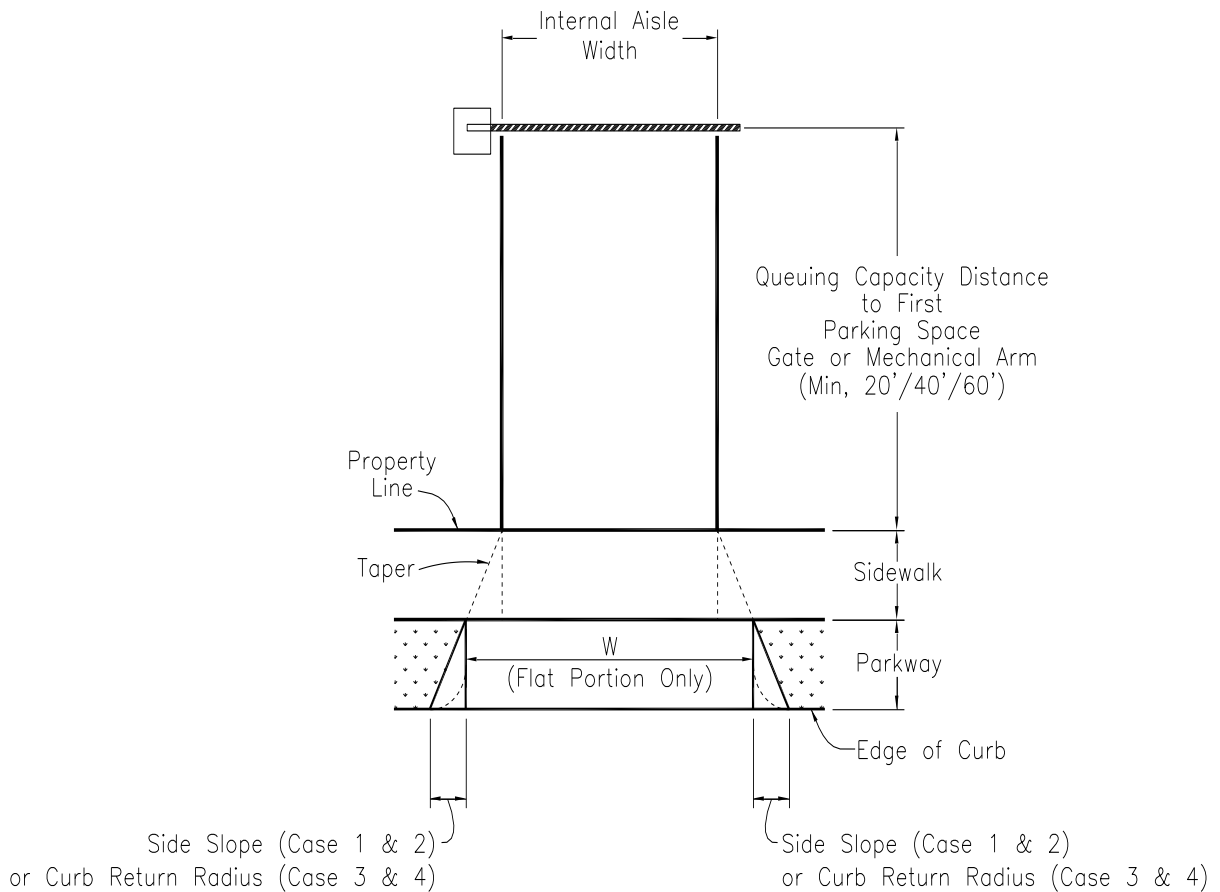


FIG. 15

Where more than 300 parking spaces are provided, additional queuing capacity analysis should be accommodated. The capacity needed should be based upon calculated “traffic intensity” (per Parking Structures: Planning, Design, Construction, Maintenance and Repair 3rd Edition or other nationally recognized methodology) for each street access. If a proposed development is seeking to deviate from the minimum queuing capacity length requirements of section VI.E, the project applicant is responsible to produce parking facility data and design analysis to determine the queue length capacity based on the type of control. Gates, valet stands or guard booths should be set back far enough from the ultimate property line to ensure that entering or exiting vehicles will not block the sidewalk, or signalized crosswalks, or extend into the street.

After hours operation for security gates servicing non-residential driveways

A project site that desires to secure driveways servicing non-residential land uses during the period of after business hours, will be allowed to install security gates at the property line. The property owner will be required to install and maintain a sign “**Security Gate Shall Remain Open During Business Hours**” on the vehicle access gate(s) facing ingress traffic.

F. Drive-Through Service

For projects with drive-through operations, the placement, sizing, and design of the building, parking areas, pedestrian spaces, and queuing space are critical to ensure efficient and safe operations. Drive-Through service operations should be designed with sufficient queuing capacity based on market history and empirical queuing data for the land use it will serve. At a minimum, 100 feet of on-site (off-street) queuing capacity, measured from the order board, and 60 feet between the order board and service window, should be provided to accommodate waiting vehicles. Market data may necessitate longer queuing capacity. On-site reservoir and maneuvering space are important design elements that should be appropriately considered in a project’s site plan to avoid safety issues that result from traffic spillover onto the public right-of-way. For cases where the design minimum standard is expected to be exceeded, the drive thru operation shall also include a flexible order board system (such as a person who is able to retrieve orders in advance of the static order board) to ensure maximum service throughput efficiency.

G. Driveway Access on High Injury Network (HIN)

Driveway access should not be allowed on streets identified on the HIN or where protected bike lanes exist or are planned when other access points are available and feasible. When no other access points are feasible, then the number of driveways should be minimized and the driveways consolidated, if the existing use has multiple driveways.

H. Parking Meter Removal

When construction or project implementation associated with a development project requires the permanent or temporary removal of any on-street parking meter(s), the project applicant will be required to make payment to LADOT Parking Meters Division for removal costs in advance of any meter removal. The project applicant will be responsible to email LADOT Parking Meters Division at ladot-parking-meters@lacity.org or call 213-473-8270 to coordinate payment for all related expenses associated with the work. The payment is a condition of the permit and is required of the applicant before LADOT will provide final approval.

I. Merging Drive Aisles

When providing less than 100 on-site parking spaces, any access design that requires two separate, but adjacent drive aisles must provide a minimum 20 feet by 20 feet on-site merging area at a continuous slope, prior to accessing the public right-of-way, as shown in Figure 16. The length of the merging area should be consistent with queuing capacity distance based on the number of parking spaces. A wider drive aisle will be needed when access is from an arterial and when two-way traffic on the drive aisle is expected along the length of the minimum queuing capacity.

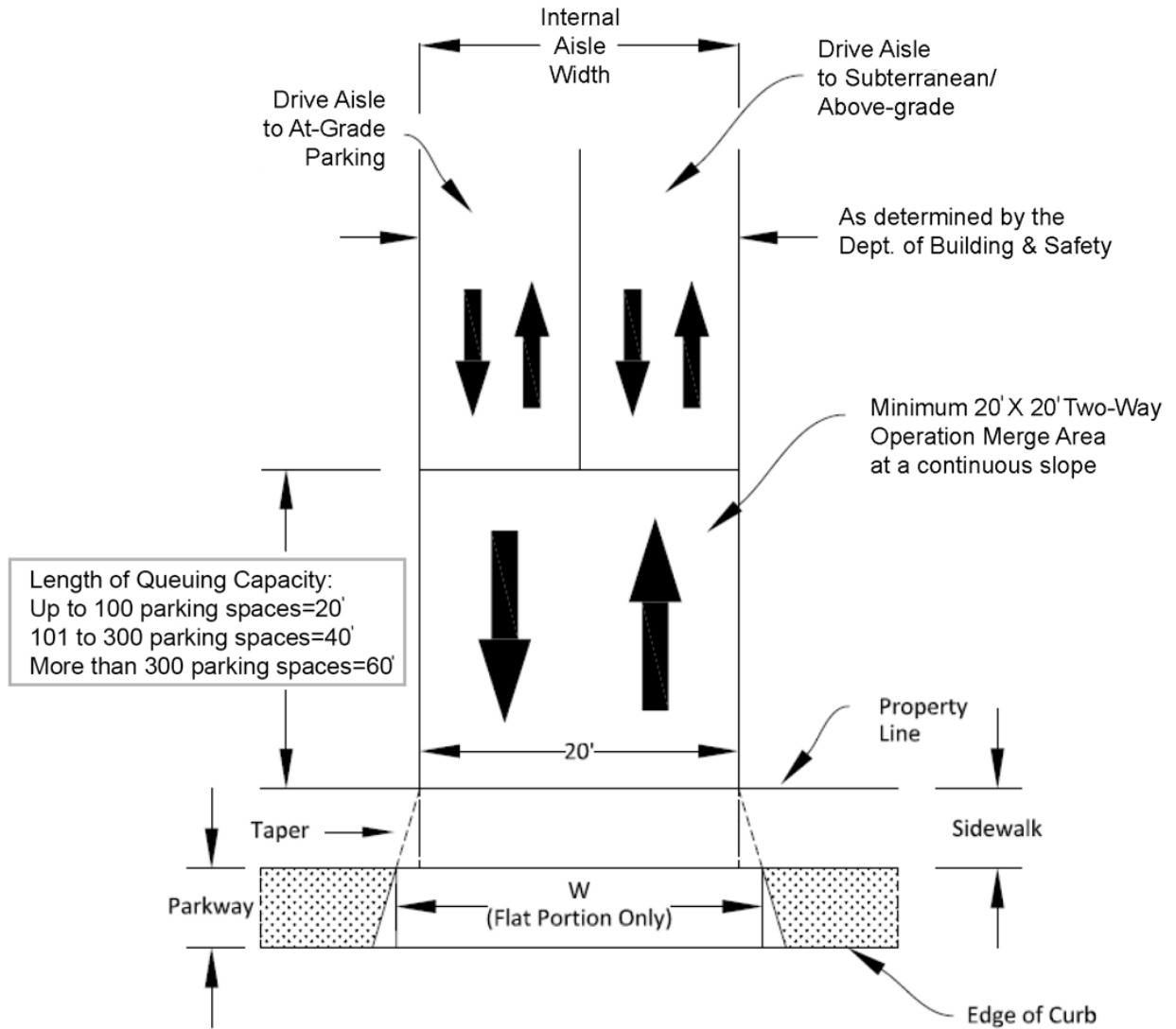


FIG. 16

J. Driveway with a narrow Internal Drive Aisle located along Arterial Street

For driveways located along arterial streets with an internal drive aisle not wide enough to accommodate two-way operation for vehicles along the length of queuing capacity, an area of 20 feet by 19 feet must be provided to prevent vehicles from backing out onto the roadway, as shown in Figure 17.

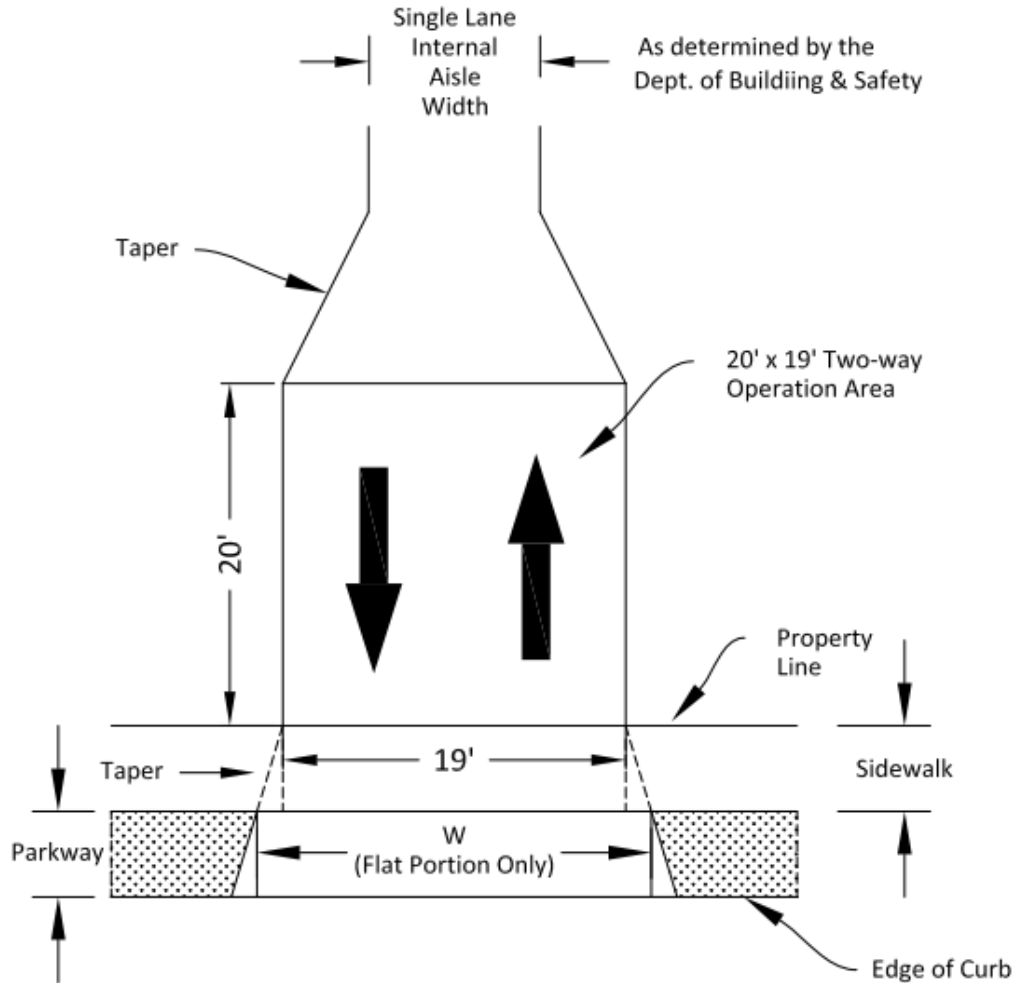


FIG. 17

K. Existing Driveways for Building Structures that are Demolished

The allowance of existing driveways for reuse purposes will still be subject to go through the approval process. Existing driveways must comply with the most recent driveway design standards criteria as specified in this document. Any unused existing driveway(s) shall be restored to a full curb-height.

In some cases, any existing driveways may be approved if they continue to meet the needs of the new land use, if they satisfy access management best practices, or if the land use proposal is limited in scope.

L. Pick-Up and Drop-Off Zones

All pick-up and drop-off zones should be located on-site, particularly if the operation is expected to be frequent and often. Curbside pick-up/drop-off will only be permitted if the service can be operated safely and will not create an adverse safety condition to the adjacent street system. Exclusive driveway access for pick-up/drop-off should be avoided whenever possible.

M. Abandoned Driveway

Driveways or depressed curbs that are, abandoned and no longer in use, shall be removed and replaced with full curb-height.

N. Maneuvering Space

Each parking space, parking area, or loading area should be located such that vehicle maneuvers can be accomplished without driving onto the public right-of-way unless the public right-of-way is an alley or if a back-up maneuver satisfies Section 12.21 A-5(i) L.A.M.C.

O. Circular Driveways

A circular drive aisle should be discouraged. If a circular drive aisle is considered, each driveway serving the circular drive aisle would be addressed independently and is subject to the guidance and restrictions described above. A circular drive aisle would be considered for an elderly/senior housing project development where pickups and drop offs are needed along the circular drive aisle and there are parking spaces provided along the circular drive aisle.

P. Community Plan Implementation Overlay District (CPIO)

CPIO Districts often require restrictive driveway placement in a manner to minimize, to the greatest extent possible, vehicle interaction with pedestrian and bicycle travel. As such, full consideration of CPIO directives should be considered prior to initiating driveway design. The final driveway placement and design shall be approved to the satisfaction of both LADOT and LADCP.

VII. Internal Circulation

LAMC Section 12.21 A-5 (j) (see Appendix A) authorizes LADOT to review a project's internal circulation design. "All portions of a public parking area or public garage shall be accessible to all other portions thereof without requiring the use of any public street, unless the Department of Transportation determines that such use is not detrimental to the flow of traffic." The purpose of this section is to prevent (or control) the use of public streets for circulating between one part of a parking facility and another. Exceptions to this policy include:

- a. Residential Parking Areas – Parking areas for occupants of residential buildings are not "public," therefore, this section is not applicable to residential parking areas. Parking areas for visitors to residential buildings, however, are public and subject to LAMC Section 12.03.

- b. Off-site Parking Facilities – LAMC Section 12.21 A-4(g) (see Appendix A) permits the provision of parking facilities within a certain distance of the building site. This provides that off-site parking facilities may be separated by public streets. However, such facilities are still subject to LADOT’s internal circulation review.
- c. Employee Parking – Some parking for industrial or commercial facilities may be assigned (by a note on the building plans) “for use by employees only”. However, in approving an exception, care should be taken to ensure that parking spaces are assigned, and that the facility is not likely to be used for parking by customers or other visitors.

Parking stalls shall not be designed so that a vehicle is required to back out onto any public street or sidewalk. Parking stalls that serve two dwelling units or less with driveway access that is not from Arterial streets are exempt from this restriction. (LAMC Section 12.21 A-5 (i), see Appendix A)

VIII. Loading Docks

In the review of plans for driveways or parking facilities, LADOT also reviews the design, location, and adequacy of truck loading docks.

Back-in or back-out loading facilities should not be permitted along arterial streets or collector streets.

Back-in loading facilities may be permitted on industrial local streets if off-street space is insufficient for truck maneuvering. In this case recordation of a covenant and agreement may be required for a dockmaster or a flag person to facilitate vehicle maneuvers. These back-in loading facilities should have a minimum area length of 45 feet back of sidewalk. If all or a portion of the back-in loading facility is within a building, the loading area should be depressed to prevent other use of the space.

APPENDIX A – LOS ANGELES MUNICIPAL CODE REFERENCES

1. Section 12.21 A-4(g) Location of Parking Area. The automobile parking spaces required by paragraphs (b), (c), (d), and (e) hereof, shall be provided either on the same lot as the use for which they are intended to serve or on another lot not more than 750 feet distant therefrom; said distance to be measured horizontally along the streets between two lots, except that where the parking area is located adjacent to an alley, public walk or private easement which is easily useable for pedestrian travel between the parking area and the use it is to serve, the 750-foot distance may be measured along said alley, walk or easement (Amended by Ord. No. 145,088, Eff. 10/20/73.)
2. Section 12.21 A-5(e) Driveway Location. Access driveways to every parking area and garage shall be designated in accordance with Section 62.105.1, 62.105.2, 62.105.3 and 62.105.4 for this Code, and in a manner to provide the minimum practical interference with the use of adjacent property and with pedestrian or vehicular traffic.

Such driveways shall be located in accordance with a plan approved by the Department of Building and Safety in the following instances:

- a. On a lot in a “P” (including any combination with an “A” or “R” Zone) or “PB” Zone.
- b. For every parking area and garage having a capacity of more than 25 automobiles or trucks.

The Department of Building and Safety shall disapprove any plan which it determines fails to meet the standards established by this Paragraph.

3. Section 12.21 A-5(i) Parking stall Location. Each automobile parking stall shall be so located that:
 - a. No automobile is required to back onto any public street or sidewalk to leave the parking stall, parking bay or driveway, except where such parking stalls, parking bays or driveways serve not more than two dwelling units and where the driveway access is to a street other than a major or secondary highway. (Amended by Ord. No. 151,608, Eff. 11/27/78.)
 - b. Parking maneuvers can be accomplished without driving onto that portion of a required front yard where driveways are prohibited. Car stops or other barriers shall be provided in accordance with Section 12.21 A-6. (Amended by Ord. No. 144,082, Eff. 12/11/72.)
4. Section 12.21 A-5(j) Internal Circulation. All portions of a public parking area or public garage shall be accessible to all other portions thereof without requiring the use of any public street, unless the Department of Transportation determines that such use is not detrimental to the flow of traffic. (Amended by Ord. No. 152,425, Eff. 6/29/79.)
5. Section 12.21 C-6(a) Loading Space. A loading space shall be provided and maintained on the same lot with every hospital, hotel, or institution building. A loading space shall be provided and maintained on the same lot with every building in the “C” or “M” Zones, where the lot on which said building is located abuts an alley, provided that when the lot is occupied by a use, such as a service station or drive-in business, in which the building covers less than the total buildable area, a suitable loading space must be provided, but it need not comply with all the provisions of this section if its location, size and means of access are approved by the Department of Building and Safety.

EXCEPTION: No loading space shall be required on a lot that abuts an alley in the "C" or "M" Zones when all the buildings are erected, structurally altered, enlarged, or maintained and used solely as dwellings or apartment houses and the total number of dwelling units on the lot does not exceed 20. (Amended by Ord. No. 138,685

APPENDIX B – LOS ANGELES MUNICIPAL CODE REFERENCES

1. Section. 62.105.1. Locations of Driveway Approaches. (Added by Ord. No. 115,316, Eff. 2/15/60.)
Except as provided in Section 62.105.4:
 - a. No portion of a driveway shall be constructed between the prolonged intersecting property lines at any street or alley intersection, or between the points of curvature of any curb return having a radius of 20 feet or less.
 - b. No driveway shall encroach on or upon any curb return beyond or ahead of an existing traffic regulating device, and no portion of any driveway shall be constructed within five feet of an existing lighting standard. The location of a driveway with respect to traffic signals, poles, sign posts or fire hydrants shall be in accordance with City Engineer's standard plan of driveways.
 - c. No driveway approach shall be permitted if the abutting lot does not permit sufficient accommodation for the vehicles using said approach to park without encroaching into or upon the adjacent sidewalks.
 - d. No portion of a driveway approach, except side slopes, serving a certain lot shall extend in front of the adjoining lot without the consent of the owner of said adjoining lot. For this purpose, the division between two lots shall be a line passing through the common lot corner at right angles to the curb line regardless of the direction of the side lot line.
 - e. (Added by Ord. No. 162,096, Eff. 4/27/87.) If a lot in an RD1.5 or less restrictive zone has legal and physical access to both a standard street and a substandard street, then:
 1. no new driveway shall be constructed from that lot to a substandard street; and
 2. no existing driveway to a substandard street shall be enlarged in conjunction with a building permit for an intensification of use of the lot served by the enlarged driveway.

Ten days prior to the issuance of a Class "A" permit for a driveway onto a standard street from a lot which also has access to a substandard street, the City Engineer shall notify the Department of Transportation of the pending application for a permit.

For the purposes of this subsection: the City Engineer shall determine whether a street, is standard or substandard; and

"intensification of use" shall mean any development of a site which would increase the height, floor area, number of occupants, dwelling units, guest rooms, or required parking previously contained in an existing building or on the lot; and

"development" shall mean the construction of any building or structure, or the addition to or change of use of any land, building or structure.

2. Section. 62.105.2. Width of Driveway Approach Apron. (Added by Ord. No. 115,316, Eff. 2/15/60.)
 - a. The minimum width of an apron shall be 10 feet in the A, RE, RS, R1, R2 and RW Zones, and 12 feet in the RD, R3, R4, R5, C, M, P and PB Zones, measured along the existing or proposed curb line or, if neither exists, then measured as directed by the City Engineer. (Amended by Ord. No. 142,699, Eff. 1/22/72.)
 - b. The maximum width of an apron shall be 18 feet, measured along the curb line, when serving a lot in the "A" or "R" Zones said 30 feet when serving a lot in the "C," "M," or "PB" Zones, as said zones are provided for by Article 2, Chapter I of this Code.

3. Section. 62.105.3. Length of Curb Space.
 - a. Not less than 20 feet of continuous curb space shall be retained in front of each lot where the street frontage of the property served is greater than 40 feet. Where such frontage is 40 feet or less, continuous curb space shall be retained in front of each lot equal to one-half the length of the frontage, except that this provision shall not be applied to prevent the construction of one apron having a width of 10 feet in the A, RE, RS, R1, R2 and RW Zones, or a width of 12 feet in the RD, R3, R4, R5, C, M, P and PB Zones. (Amended by Ord. No. 142,306, Eff. 9/31/71, Oper. 2/9/72.)
 - b. Not less than 20 feet of curb space shall be retained between driveway approaches in front of each lot where there is more than one driveway approach serving any one lot.
 - c. Driveway approaches serving adjoining lots shall be separated by at least two feet of full height curb; except that, with the mutual consent of the affected property owners, two such adjacent driveway approaches may be merged into one, provided the maximum apron width along each lot, as set forth in Subsection (b) of Section 62.105.2 hereof, is not exceeded.

4. Section. 62.105.5. Application for Deviations from the Provisions of Sections 62.105.1(a), (b), (c) AND (d), 62.105.2, 62.105.3 AND 62.105.4. (Amended by Ord. No. 162,096, Eff. 4/27/87.)
 - a. Any person desiring permission to deviate from the requirements of Section 62.105.1(a), (b), (c) or (d), 62.105.2, 62.105.3 or 62.105.4 may file a request therefor in writing with the Board of Public Works. The request must state the exact nature of the deviation requested, and the reason or reasons for requesting it.
 - b. The Board may grant deviations from the requirements of Sections 62.105.1(a), (b), (c) and (d), 62.105.2, 62.105.3 and 62.105.4, provided it first determines that the following conditions exist:
 1. That the deviation requested arises from unusual or extraordinary physical conditions, or is necessary to permit the proper and lawful development and use of the applicant's property;
 2. That the granting of the deviation requested will not be contrary to the public safety, convenience and general welfare;

3. That the granting of the deviation will not adversely affect the rights of adjacent property owners or tenants; and
4. That the specific application of the above-mentioned provisions would create unnecessary hardship in the development or use of the property.

These decisions on deviations shall be in writing and shall specify the conditions and terms upon which they are granted.



A driveway and circulation site plan may show the following items :

1. Distance between prolongation of the (nearest) curb line of the intersecting street to the centerline of the driveway
2. Driveway Width/Curb-Cut (W)
3. Drive Aisle Width
4. Queuing Space
5. Street Name
6. Gate
7. Sidewalk
8. Frontages
9. Property Line
10. On-site turn-around space is based on the L.A. Dept. of Building and Safety's Parking Design guidelines.

