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## **GUIDELINES FOR PLAN CHECK AND PERMIT REQUIREMENTS FOR AN OUTDOOR DINING AREA (AL FRESCO) ON PRIVATE PROPERTY**

Outdoor dining areas are allowed on most commercial and industrial properties including all RAS, C, and M zones in the City of Los Angeles as long as certain code requirements are met. Both uncovered and covered outdoor dining areas require a building permit to ensure that the installations comply with pertinent state and local regulations. To obtain a building permit, an applicant shall submit a set of plans of the proposed outdoor dining area to the City of Los Angeles, Department of Building and Safety (LADBS) for a compliance review for Zoning and Building Code requirements. This Information Bulletin provides guidance for the plan check and permitting processes for outdoor dining area (Al Fresco) on private property.

### **UNCOVERED OUTDOOR DINING AREA**

An uncovered outdoor dining area is open to the sky or has only minimal shade structures that are portable, temporary, and not anchored to the building or floor below, such as movable umbrellas. To obtain a building permit for an uncovered outdoor dining area, applicants shall submit the following plans and documents to LADBS:

- **Existing/Proposed Site Plan**  
Fully dimensioned site plan drawn to scale showing all existing buildings. Indicate the uses, occupancy and number of stories of each building. Plans shall show lot dimensions, property lines, street(s), alley locations, and easements.
- **Parking Layout**  
Fully dimensioned existing parking lot layout, proposed parking lot layout and parking analysis. The parking lot should show driveway locations, stall width, stall length, angle of parking and required disabled access features, such as accessible parking spaces and paths of travel from disabled parking spaces and public sidewalks to building entrances. Plans shall indicate standard, compact and accessible parking spaces on the parking lot layout. Plans shall show vehicle barriers separating parking areas and outdoor dining areas.
- **Existing/ Proposed Floor Plan**  
Fully dimensioned floor plans, including configuration of tables and seats, exits, aisle widths, plumbing fixtures, and all disabled access features for the area.
- **Occupant Load Calculations**  
Provide occupant load calculations to determine the required number of exits per building code, and the number of necessary plumbing fixtures according to plumbing code.
- **Disabled Access Features**  
Provide details of accessible parking, path of travel components (such as accessible ramps), and accessible restrooms. Include any applicable notes and required signage. Reference Disabled Access information bulletins on LADBS.org ([www.ladbs.org/forms-publications/publications/information-bulletins-guidelines](http://www.ladbs.org/forms-publications/publications/information-bulletins-guidelines)) under "Disabled Access".
- **Records of Building Use**  
Copy of current "Certificate of Occupancy" and previous building permits showing the existing use of the building(s), occupancy information, and number of parking spaces required and provided.

Approval from other City departments and agencies are often required before a permit for outdoor dining areas can be issued. As part of the LADBS plan check review process, a clearance summary worksheet will be provided to the permit applicant that will list all of the required clearances which need to be approved by other agencies along with their contact information. The clearances required for each project's scope are dictated by the [Building Permit Clearance Handbook](#). Some of the typical departments that need to approve uncovered outdoor dining areas may include the following:

- The Department of Public Works, Bureau of Engineering – sewer clearance (for an increase in occupant load or an increase in the number of seating)
- The Department of Public Works, Bureau of Engineering – easements (when applicable)
- The Department of Public Works, Bureau of Sanitation – Food Service Establishment (for new food service establishments or an alteration to an existing food service establishment with a permit valuation of \$100,000 or more)
- The Los Angeles County Department of Public Health
- The City of Los Angeles Fire Department – Fire Marshall approval (required for restaurants with an occupant load of 100 or greater)
- Department of City Planning ZA's, ZI's, CPC, APC, Coastal, HPOZ, T, Q, and D conditions, and entitlements (when applicable)
- Additional site-specific clearances may apply

Once LADBS has verified that the proposed uncovered outdoor dining area meets code requirements and the other applicable City departments and agencies have provided their approval, LADBS will issue the permit and stamp the plans. LADBS will then conduct inspections to verify that the uncovered outdoor dining area complies with the approved plans and permit(s).

### **COVERED OUTDOOR DINING AREA**

Covered outdoor dining areas are those that have a permanent shade structure or overhead solid roof structure which must be structurally anchored to the existing building and/or foundation (floor below). To obtain a building permit for a covered outdoor dining area, applicants shall submit the following plans and documents to LADBS:

- **Existing/Proposed Site Plan**  
Fully dimensioned site plan drawn to scale showing all existing buildings. Indicate the uses, occupancy and number of stories of each building. For the new covered structure, plans shall also specify the type of construction and size as well as information regarding fire sprinkler and/or fire alarm systems when provided. Plans shall show lot dimensions, property lines, street(s), alley locations, easements, the distance between the new covered structure and interior property lines, the centerline of adjacent streets and alleys, as well as to other adjacent buildings on the lot (building code fire separation distance).
- **Parking Layout**  
Fully dimensioned existing parking lot layout, proposed parking lot layout and parking analysis. Plans shall show driveway locations, stall width, stall length, angle of parking and required disabled access features, such as accessible parking spaces and path of travel from disabled parking spaces and public sidewalks to building entrances. Indicate standard, compact and accessible parking spaces on the parking lot layout. Parking areas and the outdoor dining area must be separated by means of vehicle barriers.
- **Existing/ Proposed Floor Plan**  
Fully dimensioned floor plans, including configuration of tables and seats, exits, aisle widths, and all disabled access features for the area.
- **Occupant Load Calculations**

Provide occupant load calculations to determine the required number of exits as per building code, and the number of necessary plumbing fixtures according to plumbing code

- **Elevations**

Exterior elevations of new shade/solid roof structure detailing all exterior walls, cross-sections in each direction and a full exterior wall opening analysis.

- **Construction Details**

Show details for the construction of partitions, ceilings, ramps, etc. Provide complete fire-rated details of the exterior wall when triggered by type of construction or proximity to other buildings, interior lot lines, or the center line of streets and alleys (building code fire separation distance).

- **Structural Foundation Plan/ Floor framing/ Roof framing/ Details**

Complete structural plans and details with calculations clearly identifying load path for vertical and lateral design signed by a State of California licensed Civil or Structural Engineer or Architect.

- **Disabled Access Features**

Provide details of accessible parking, path of travel components (such as accessible ramps), and accessible restrooms. Plans shall include any applicable notes and required signage. Reference Disabled Access information bulletins on LADBS.org ([www.ladbs.org/forms-publications/publications/information-bulletins-guidelines](http://www.ladbs.org/forms-publications/publications/information-bulletins-guidelines) under “Disabled Access”).

- **Records of Building Use**

Copy of current “Certificate of Occupancy” and previous building permits showing the existing use of the building(s), occupancy information, and number of parking spaces required and provided.

Approval from other City departments and agencies is often required before a permit for outdoor dining areas can be issued. As part of the LADBS plan check review process, a clearance summary worksheet will be provided to the permit applicant that will list all of the required clearances which need to be approved by other agencies along with their contact information. The clearances required for each project’s scope are dictated by the [Building Permit Clearance Handbook](#). Some of the typical departments that need to approve covered outdoor dining areas may include the following:

- The Department of Public Works, Bureau of Engineering – sewer clearance (for an increase in occupant load or increase in number of seating)
- The Department of Public Works, Bureau of Engineering – easements (when applicable)
- The Department of Public Works, Bureau of Engineering – encroachment into the public way (when applicable)
- The Department of Public Works, Bureau of Sanitation – Food Service Establishment (for new food service establishments or an alteration to an existing food service establishment with a permit valuation of \$100,000 or more)
- The Department of Public Works, Bureau of Sanitation – Low Impact Development (LID)
- The Los Angeles County Department of Public Health
- The City of Los Angeles Fire Department – Fire Marshall approval (required for restaurants with an occupant load of 100 or greater)
- The City of Los Angeles Fire Department – Hydrants and Access approval (when applicable)
- Department of City Planning ZA’s, ZI’s, CPC, APC, Coastal, HPOZ, T, Q and D conditions (when applicable)
- The Department of Water and Power – construction near or within public utility easements or power lines (when applicable)
- The Department of Transportation – driveway approval required for fast food restaurants with drive-through operations (when applicable)
- Additional site-specific clearances may apply

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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. For efficient handling of information internally and in the internet, conversion to this new format of code related and administrative information bulletins including MGD and RGA that were previously issued will allow flexibility and timely distribution of information to the public.

Once LADBS has verified that the proposed covered outdoor dining area meets code requirements and the other applicable City departments and agencies have provided their approval, LADBS will issue the permit and stamp the plans. LADBS will then conduct inspections to verify that the covered outdoor dining area complies with the approved plans and permit(s).

### **HOW TO SUBMIT PLANS TO LADBS**

All permit applications for outdoor dining areas are required to be submitted via the e-plan process through ePlanLA ([eplanla.lacity.org](http://eplanla.lacity.org)). ePlanLA, the Electronic Plan Review system, provides a streamlined and efficient online method for customers to apply for building permits and submit their building plans for review. For additional information and to address any queries about the Electronic Plan Review system, please visit our frequently asked questions page at <https://www.ladbs.org/eplanla-faqs>.

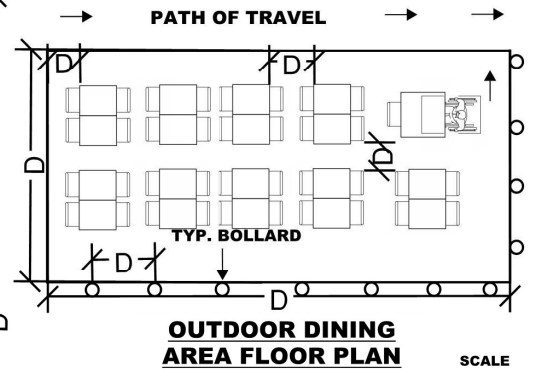
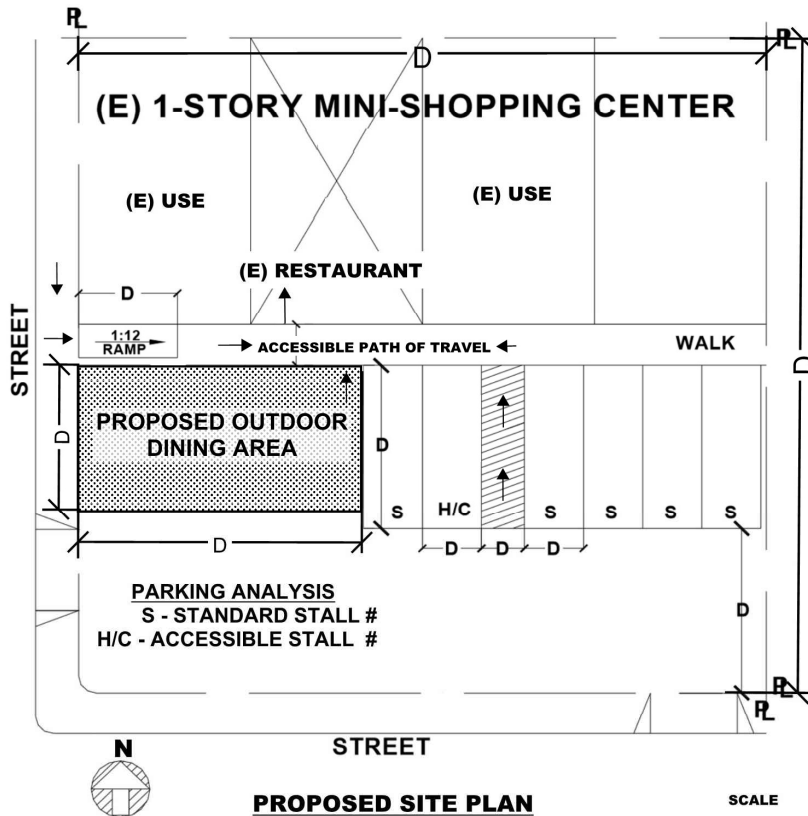
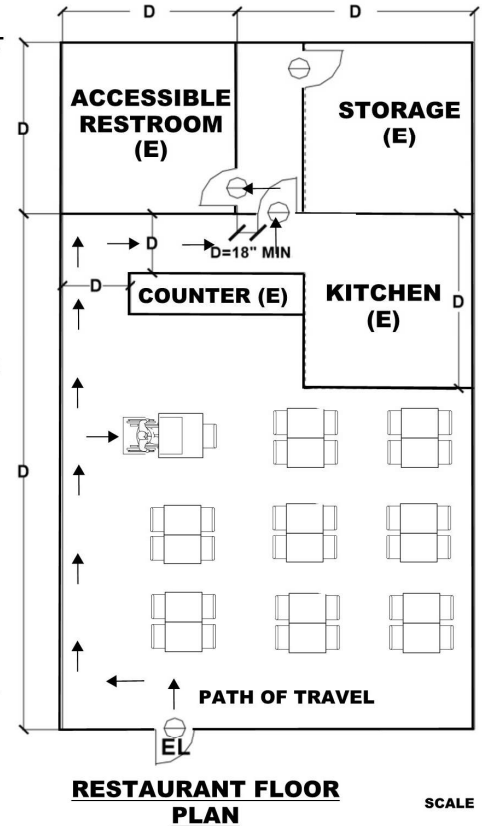
Certain uncovered outdoor dining area projects will be eligible to for Expanded Counter Plan Check (ECPC) including new uncovered outdoor dining for existing restaurants and projects with a change of use to restaurant with uncovered outdoor dining area as long as there are no structural alterations or upgrades. It is not eligible for ECPC if there are any changes in parking design or re-striping. Please refer to Information Bulletin P/GI 2023-011

### **RESOURCES**

- For inquiries regarding outdoor dining area requirements please email [LADBS-OutdoorDining@lacity.org](mailto:LADBS-OutdoorDining@lacity.org) or call (213) 202-9963.
- **Restaurant and Small Business Express Program (RSBEP)**  
Outdoor dining area applicants may utilize LADBS' complementary Restaurant and Small Business Express Program (RSBEP). The goal of the RSBEP is to make the permitting and inspection process more efficient by enhancing the coordination of permitting, construction, and inspection. Additional information on the RSBEP can be obtained via the LADBS.org website by searching RSBEP. RSBEP provides guidance with the following:
  - Acting as a guide to our customers who are unfamiliar with the permitting and inspection process.
  - Assisting in contacting appropriate agencies to answer specific questions.
  - Advising on the current code information, forms, and permit applications needed for a successful plan check submittal.
  - Maintaining communication with the plan check engineers and the construction Inspection staff.
  - Providing information on plan checks and inspection results.
  - Helping coordinate the advancement of inspections and final approvals.

### **OTHER CONSIDERATIONS**

- Separate permits are required for mechanical, electrical, and plumbing work. Please refer to Information Bulletin P/GI 2023-006
- All businesses which obtained an "LA Al Fresco Temporary Use Authorization" must now obtain a Building Permit from the Department of Building and Safety (LADBS) and secure a Certificate of Occupancy to maintain their operation



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