INSTRUCTIONS:

Issue no building permit for construction, erection, addition to or structural alteration of any building or structure, a use of land or change of use, or installation of signs, except for interior remodeling of a building which does not increase the floor area, or change the use unless plans, elevation and/or other graphic representation of the development have been reviewed and approved by the Director of Planning acting on recommendation of the Design Review Board.

Any application including interior tenant improvements, that involves serving or selling food or food products, or any non-retail use (e.g. office, medical, or financial institution) must also be reviewed and cleared by the Community Planning Bureau prior to issuance of a building permit.

Refer all applicants who require a Planning clearance to the City Planning Department, Community Planning Bureau staff person assigned to the Westwood Community Design Review Board, at (213) 978-1171.

Note: Advise applicants that not all projects can be cleared the same day and that an appointment may be necessary.
Figure 1
Specific Plan Area