

## City of Los Angeles

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**Karen Bass, Mayor**

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## **ACCESSIBILITY COMPLIANCE & MONITORING PROCEDURES**

The City's accessibility covenant and compliance is a mandatory requirement under the City's Corrected Settlement Agreement (CSA) with plaintiffs Independent Living Center et al. and Voluntary Compliance Agreement (VCA) with the U.S. Department of Housing and Urban Development (HUD), including those of the outside bond issuers.

### **Design Review and Plan Check**

- Accessibility Design Review Report by Certified Access Specialist (CASP) consultant and a completed plan drawing set must be submitted to ACHP for review and approval prior to the Los Angeles Building and Safety (DBS) plan approval and issuance of a building permit. Plans and reports may be submitted via email to [lahd.retrofit@lacity.org](mailto:lahd.retrofit@lacity.org).
- ACHP clearance and stamp on plans are required.
- ACHP and the LAHD Housing Development Bureau (HDB) require developers to submit the Accessibility Design Review Report by CASP consultant and plans at the earliest stage possible and no later than 60 days prior to California Debt Limit Allocation Committee (CDLAC) & Tax Credit Allocation Committee (TCAC) application deadline.
- ACHP will complete a review of the plans and Accessibility Design Review Report from the CASP consultant within 38 business days or less. This allows for sufficient time for corrections and ensures that the project is built in compliance with all applicable accessibility standards.

### **Inspections**

- A minimum of five (5) ACHP accessibility compliance inspections are required to be conducted during the construction process.
  1. Accessibility Rough Framing Inspection (New Construction) or Progress Inspection (Retrofit/Rehabilitation) before walls are closed
  2. Accessibility Pre-Final Inspection
  3. Final inspection with City's Neutral Accessibility Consultant (NAC)
- It is the developer's responsibility to provide projects complying with applicable standards and building codes, provide project quality control, timely request inspections, and ensure completion of corrections for any and all cited non-compliant accessibility items.

### **Clearance / Certification of Accessibility Compliance**

- All publicly funded developments (including those of outside bond issuers) are required to be inspected by ACHP prior to occupancy of the development.
- ACHP clearance is required prior to the issuance of a Temporary Certificate of Occupancy (TCO).
- Verification of accessibility compliance by the Chief NAC and Certification of Accessibility Compliance by ACHP is required prior to issuance of Certificate of Occupancy (C of O) and release of retention. HUD has approved the City's NAC, Evan Terry & Associates (ETA), as the Chief NAC under the VCA.