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PLANNING AND DEVELOPMENT
CURRENT PLANNING DIVISION

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Authorization for Use and Copying of Architectural Drawings

The City of Culver City (City) strives for transparency and ease of public access to information related to development applications. As a result, architectural drawings submitted in support of an application may be included in the agenda packets for public hearings and posted on the internet. In addition, architectural and construction drawings are integrated into a comprehensive plan. However, in compliance with Government Code Section 65103.5 and SB 1214 (Jones), Statutes 2022, a design professional or owner of copyrighted plans may elect to withhold authorization of the reproduction of copyright-protected plans when a separate site plan¹ and massing diagram² is prepared and submitted for reproduction within an agenda packet and posting on the internet for public view and reproduction.

Project Address: _____

Please select one of the following two options and sign the certification to confirm your election:

Authorization to Publish and Post Architectural Plans

I, _____, hereby certify that I am the design professional or owner of copyright materials who prepared the architectural drawings for the development application of the above-described property. I hereby grant the City authorization to reproduce the plans within the agenda packet for public hearings and post them on the internet and further acknowledge that members of the public will have access to these plans, and they may be copied.

Election to Withhold Authorization (Alternative Site Plan and Massing Diagram Required)

I, _____, hereby certify that I am the design professional or owner of copyright materials who prepared the architectural drawings for the development application of the above-described property. I do not wish to grant authorization to reproduce plans with the agenda packet and post them on the internet. I acknowledge that as an alternative, I must submit a separate site plan and massing diagram for these purposes. If I fail to submit the required site plan and massing diagram promptly or refuse to submit a site plan and a massing diagram, the failure or refusal to submit shall be deemed as having provided permission to reproduce plans subject to copyright within the agenda packet and posting on the internet for public access under Government Code Section 65103.5 and SB 1214 (Jones), Statutes 2022. Nonetheless, architectural plans protected by copyright will be made available for public inspection in the office of the Planning & Development Department Current Planning Division without copies being produced.

Designer Certification (required)

Signature

Date

Phone No.

¹ "Site Plan" means a document for a project that is drawn to scale and displays most, if not all, of the following as applicable to the project: 1) property lines; 2) setback lines; 3) topographic lines; 4) easements; 5) drainage; 6) utilities; 7) lighting; 8) driveways; 9) surrounding streets and traffic flow; 10) parking lots and parking spaces; 11) landscaping area; 12) setbacks between buildings and property lines; 13) outline of existing and proposed buildings and structures; 14) distance between buildings; and 15) ground sign location.

² "Massing Diagram" means a document that displays the three-dimensional form of a building and describes the general profile, bulk, setbacks, and size of the building, but does not contain specific architectural detail.