CITY OF LA PUENTE • DEVELOPMENT SERVICES

RADIUS MAP REQUIREMENTS

Applicant reference guide

01 UNDERSTANDING A RADIUS MAP

A radius map identifies properties within a specified distance of a subject property for public notification purposes. It is required for applications involving a public hearing or public notice, as applicable.

02 REQUIRED NOTIFICATION RADIUS

500 FT	300 FT	100 FT	1,500 FT
GENERAL PLANNING ENTITLEMENTS	**SPECIFIED SPDR AND MINOR USE PERMITS**	**MINOR VARIANCE**	**WIRELESS FACILITIES**
Amendments to the General Plan, Zoning Code, or Zoning Map; Specific Plans; Conditional Use Permits; Variances; and Planned Development Permits. **Applicable LPMC Sections:** *10.112.030(E), 10.120.060(A)(2)(b), 10.84.080(A)(2), 10.110.98.040(C)(1)(a), and 10.88.050(B)(3).*	Site Plan Design Review (SPDR) for Second-Story Residential Construction and Minor Use Permits. **Applicable LPMC Sections:** *10.94.040(E)(2), and 10.84.050(B)(2).*	**Applicable LPMC Section:** *10.98.040(C)(2)(a)(1)*	**Applicable LPMC Section:** *10.50.200(J)(2)*

Measure the radius from the subject property's property lines. Refer to the applicable LPMC sections and City requirements for exceptions.

03 EXAMPLE RADIUS MAP



04 APPLICATION CHECKLIST

Submit the following materials for properties within the required notification radius:

☐ **RADIUS MAP:**
Identify the subject property and number each parcel within the required radius.

☐ **MAILING LABELS:**
Provide two (2) sets of labels numbered to match the parcels on the map.

☐ **POSTAGE STAMPS:**
Provide one (1) set sufficient for the required public hearing notices.

NOTE: ***During application review, staff may require additional materials, studies, or other information necessary to complete the review and process the application.***

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