



**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
BUILDING AND SAFETY DIVISION
AGENCY REFERRAL**

VHFHSZ	Y / N
Waste	Sewer / Septic
Hwy. Ded.	Y / N
Geology	Fault / Liq / LS
Methane	Y / N
Code Enforce.	#
(N) Address	Y / N



CITY OF LAWNSDALE

14717 S. Burin Ave.
Lawndale, CA 90260
Telephone: (310) 973-3200, FAX (310) 970-2183
Office Hours: 7:00 a.m. – 6:00 p.m. Monday - Thursday
Plan Checker Hours: 7:30 a.m. – 11:30 a.m. Tuesdays Only

Prepared By	HNM	OM Initial	Date

Applicant's Signature: _____

Plans for (Grading/ Structure) at _____ (Address) _____ (Locality)

Plan Check No. _____ was submitted on _____

Land Use Zone _____ Proposed Occupancy _____ Type of Construction _____

Description of proposed work: _____

THIS NOTICE IS TO INFORM YOU THAT APPROVAL FROM THE AGENCIES MARKED BELOW, IN ADDITION TO BUILDING PLAN CHECK APPROVAL, MUST BE OBTAINED PRIOR TO PERMIT ISSUANCE. You may need to submit the pertinent plans, plan check number, calculations, reports, etc., directly to these agencies. To assist you, we have listed below the information which you will need to contact these agencies. *Follow-up is your responsibility.* Please be aware that some items resulting from these agency plan reviews may affect your building plan check. These should be communicated to your Building Plan Check Engineer as soon as possible to prevent unnecessary delays. Submit all agency approvals 48 hours prior to permit issuance. Notify the Plan Check Engineer when all agency approvals have submitted and request review.

ADDITIONAL AGENCY CLEARANCES MAY BE REQUIRED BY YOUR BUILDING PLAN CHECK ENGINEER

COUNTY AGENCIES

DEPARTMENT OF PUBLIC WORKS

AVIATION DIVISION
1000 S. Fremont Ave., Bldg. A9 East, 1st Flr., Alhambra, CA 91803
(626) 300-4600 Mon-Thurs 7:00 a.m. - 5:45 p.m.

BUILDING AND SAFETY DIVISION
Headquarters Mon-Thurs 6:45 - 5:30 (626) 458-3173
900 S. Fremont Ave., 3rd Fl, Alhambra, CA 91803-1331
Approval for the following sections is required as noted below:

- ELECTRICAL SECTION**
900 S. Fremont Ave., 3rd Fl, Alhambra, CA 91803-1331
(626) 458-3180
Approval is required for:
 - Energy Plan Check
 - Electrical Code Check
 - Emergency Egress Illumination (O.L. ≥ 100)
- MECHANICAL SECTION**
900 S. Fremont Ave., 3rd Fl, Alhambra, CA 91803-1331
(626) 458-3182
Approval is required for:
 - Energy Plan Check
 - Mechanical Code Check
 - Plumbing Code Check
 - Roof Drainage
- Research Section**
900 S. Fremont Ave., 3rd Fl, Alhambra, CA 91803-1331
(626) 458-3173
(Alternate Materials, Methods, SMRF...)
- GRADING AND DRAINAGE SECTION**
Yoshiya Morisaku - Regional Drainage and Grading Engineer
1320 W. Imperial Hwy. Los Angeles, CA 90044
(323) 820-6500 YMORISAKU@dpw.lacounty.gov
Tuesday 7:30 a.m.-11:30 a.m.
 - Grading Plan Check
 - "Rough Grade" approval is required prior to issuance of building permit
 - Drainage Plan Check (NPDES/LID COMPLIANCE)
 - Drainage approval is required

COMMUNITY DEVELOPMENT COMMISSION
700 W. Main St., Alhambra, CA 91801
(626) 262-4511

ENVIRONMENTAL PROGRAMS DIVISION

Plan approval is required for most commercial and industrial buildings for:

- INDUSTRIAL WASTE / UNDERGROUND TANKS / STORMWATER**

Lomita Office	Headquarters
24320 S. Narbonne Avenue	900 S. Fremont Ave., Annex 3 rd Fl
Lomita, CA 90717	Alhambra, CA 91803-1331
(626) 458-3517	(626) 458-3517
8:00-9:30 a.m. Mon-Fri	6:45-5:30 Mon-Thurs
- NPDES/SUSMP Approval**
Industrial Waste Unit
900 S. Fremont Ave, Annex 3rd Fl
Alhambra, CA 91803-1331
(626) 458-3517
- DUMP AREAS** (structure within 1,000 ft from a landfill)
900 S. Fremont Ave., Annex 3rd Fl
Alhambra, CA 91803-1331
(626) 458-3517 6:45-5:30 Mon-Thurs
- SOLID WASTE MANAGEMENT**
900 S. Fremont Ave., Annex 3rd Fl
Alhambra, CA 91803-1331
(626) 458-3517 6:45-5:30 Mon-Thurs

GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION (GMED)
GEOLOGY/SOILS SECTIONS - Plan approval is required for site stability and geologic hazard. (626) 458-4925 M-Th 6:30-5:15 pm

Upload plans, reports, GMED fee receipt, this Agency Referral Sheet to:
<https://dpw.lacounty.gov/apps/esubmissions/gme/default.aspx>

<input type="checkbox"/>	GMED Referral for:
<input type="checkbox"/>	Seismic Hazard Zone Liquefaction / Seismically Induced Landslide / Fault Study
<input type="checkbox"/>	Slope Stability Over-Steepened Slopes / Landslide / Debris Flow
<input type="checkbox"/>	Retaining Walls or Systems Basement / Tiered / Soldier Piles / Tie-Back / Geo-Grid
<input type="checkbox"/>	Foundation Recommendations Piles / Caissons / Mat / Repairs / Soil-Cement Columns
<input type="checkbox"/>	Temporary Conditions Shoring / Steep Excavations / Slot-Cuts / Tie-Backs

OTHER COUNTY DEPARTMENTS

DEPT OF PUBLIC HEALTH – Environmental Health Division

5050 Commerce Dr., Baldwin Park, CA 91706
(626) 430-5560

Approval is required for:

- Private Sewage Disposal
- Underground Cisterns
- Food Service Establishments
- Public Swimming Pool- Recreational Health
- X-Ray Machine Installation
Radiation Management
3530 Wilshire Blvd., 9th Fl, Los Angeles, CA 90010
(213) 351-7897

FIRE PREVENTION BUREAU - Plan approval is required

4475 W. El Segundo Blvd. Hawthorne, CA 90250
(310) 263-2732 Mon – Thurs 7:30-10:30 a.m.

- FIRE STATION DEVELOPER FEE is required
- "HAZMAT" form must be submitted to and approved by the Fire Department for non-residential occupancies if hazardous materials are being handled. Obtain form from Building and Safety and submit to:

Fire Prevention Bureau
Hazardous Materials Section
5825 E. Rickenbacker Rd, Commerce, CA 90040-3027
(323) 890-4000
- FIRE SPRINKLER SYSTEMS
5823 E. Rickenbacker Rd, Commerce, CA 90040-3027
(323) 890-4125
- OTHER APPROVALS (Sprinklers<20 Heads, Sprinklers:
Residential & Remodel, Pool draft Hydrant, Alarms, Hoods,
Restaurants with new cooking, Tanks, and TI<2500 sq. ft.)
4475 W. El Segundo Blvd. Hawthorne, CA 90250
(310) 263-2732
- PETROLEUM CHEMICAL UNIT
15660 Stafford St., Industry, CA 91744
(626) 336-6950

PARKS AND RECREATION DEPARTMENT

Approval for building plans is required for construction adjacent to "Designated Trails"

Planning Division, Research & Trails Section
510 S. Vermont Ave. 2nd Floor, Los Angeles, CA 90020
(213) 351-5098 M-Th 7:00 am – 5:30 pm

COUNTY SANITATION DISTRICT

Payment of sewer connection fee is required
1955 Workman Mill Rd, Whittier, CA 90691
(562) 699-7411

CITY OF LAWNDALE

LAWNDALE COMMUNITY DEVELOPMENT DEPT. (PLANNING)

14717 S. Burin Ave.
Lawndale, CA 90260
(310) 973-3230

- Final planning review and approval

LAWNDALE PUBLIC WORKS DEPARTMENT

4722 Manhattan Beach Blvd.
Lawndale, CA 90260
(310) 973-3260

- Construction and Demolition Debris Recycling
- Public right of way encroachments (new driveways, curbs, sidewalks, excavations, etc.)

STATE AGENCIES

CALTRANS

Permits are required for outdoor signs, excavation, encroachment (including driveway aprons) and improvements (including grading or structures that affect drainage) on State Highways:

100 S. Main Street 2nd Fl.
Los Angeles, CA 90012
(213) 897-3631

**STATE DEPT. OF INDUSTRIAL RELATIONS - CAL/OSHA
DIVISION OF OCCUPATIONAL SAFETY & HEALTH**

Permit is required for excavation of trenches which are 5 ft. or more deep into which a person is required to descend or for the construction or demolition of any structure 4 or more stories. Brick-lined seepage pits may require permit.

320 W. 4th St, Room 850
Los Angeles, CA 90013
(213) 576-7451

1 Centerpointe Dr., Suite 150 – Consultation Only
La Palma, CA 90623
(714) 562-5525

**STATE DEPARTMENT OF CONSERVATION DIVISION OF OIL,
GAS, AND GEOTHERMAL RESOURCES (DOGGR)**

Obtain clearance for the requirements of abandonment of oil wells.
5816 Corporate Ave, Ste 100, Cypress, CA 90630-4731
(714)816-6847

OTHER AGENCIES

SCHOOL DISTRICT

Development fee must be paid to the District for residential and commercial construction. A "Certificate of Payment of Developer Fee" must be submitted to Building and Safety prior to obtaining a building permit.

- Centinela Valley Union High School District
14901 Inglewood Ave., Lawndale, CA 90260
(310) 263-3228

**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT
(SCAQMD)**

AQMD requires an as asbestos survey report signed by a Certified Asbestos Consultant prior to any demolition or renovation. **An AQMD Rule 1403 Notification Form is required for all demolitions.** The notification form is **not** required for asbestos removals of less than 100 square feet or for renovations with no asbestos or asbestos content of 1% or less. For questions and/or additional information, please contact AQMD.

21865 E. Copley Dr., Diamond Bar, CA 91765-4182
(909) 396-2000, (800) 288-7664

LOCAL WATER COMPANY

- Provide a copy of the Fire Flow Availability letter (Form 195/196) completed by the water company serving the site. (Form available from B&S District Office)
- Provide a "Will Serve" letter from the water company for all new residential and commercial buildings (including additions that will create new units) prior to permit issuance

OTHER
