

MINOR STREET CONSTRUCTION – THE A-PERMIT

4.5. Other Requirements for an A-Permit

Street Tree Permits

An additional permit may be required to either remove or plant a street tree or trim the roots of a tree. This permit must be obtained from the Street Tree Division of the Bureau of Street Services, Street Tree Division 600 South Spring Street, 10th floor, Los Angeles, CA 90014, phone: (213) 485-5675

Water Meter Boxes, Gas Shut-Off Valve Boxes, Street Light and Traffic Signal Conduit and Pull Boxes, and Parking Meters

Consult the agency having jurisdiction over any utility box to be affected. The top surface of such boxes shall meet the standard sidewalk slope. Alterations or relocations may be necessary if a box is located within the limits of a proposed driveway or other works. Provide the necessary forms to omit concrete in an area measuring 30 inches by 36 inches around any water meter box in the area being improved.

Please call the City Department of Water and Power (DWP) to alter the DWP utility box and provide a metal plate cover. If you are calling from the Los Angeles area, call (800) 342-5397 and from outside the Los Angeles area, call (818) 342-5397.

Please notify the Department of Transportation (DOT) 24 hours in advance of starting construction wherever traffic signals or parking meters will be effected by the work. The DOT Traffic Signal Section telephone number is (213) 847-4230 and the DOT Parking Meter Section telephone number is (213) 485-2273.

All street lighting work, including pull box or conduit modifications requires prior approval of the Bureau of Street Lighting (BSL). Fees for street lighting modifications must be paid and work completed by BSL before any concrete may be poured. The BSL's telephone number is (213) 485-3491.

A-Permit Specifications

Please refer to the Appendix 5, Standard Specifications, for the guidelines regarding A-Permit specifications.

Inspection Requirements

After the A-Permit is issued and before start of any work, a request for inspection by the Bureau of Contract Administration (BCA) must be made. Placing of all concrete or the laying of bituminous mixtures shall be done in the presence of an Inspector. The inspection office may allow some work, such as the removal of existing concrete, clearing and grubbing, grading, compaction of soil, and setting

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of forms to be completed before the Inspector arrives. The permit and any required sketches shall be on the job for the Inspector's use; otherwise, the work cannot be inspected.

All requests for inspection shall be made at least 24 hours, and not later than noon of the day, before the day on which you plan to place concrete. Telephone the BCA (see below) for an Inspector, according to the job location.

Valley Areas: (818) 756-8335
All Other Areas: (213) 580-5080

Note: Notify the inspection office immediately if there is a change of schedule.