

SUBJECT FILE COPY
FILE NO. <u>9</u>
CLERICAL SERVICES
ADM. DIV., RM. 850

S P E C I A L O R D E R

TO ALL: DEPUTY CITY ENGINEERS
DIVISION/DISTRICT ENGINEERS
DIVISION HEADS

December 19, 1974

SUBJECT: REVOCABLE PERMISSION BOARD REPORTS

The Board of Public Works has requested the various Bureaus to provide a system to insure that the conditions of revocable permission, as established by the Board, are complied with prior to actual occupation of the involved area. A joint report with all Bureaus involved, recommending a procedure to ensure compliance, was adopted by the Board of Public Works on December 2, 1974. A copy of this action, together with a draft and sample of the City Engineer's Revocable Permit, are attached.

It is necessary that the procedure established be uniform for all cases and that it adequately protect the interests of all Bureaus. Therefore, where the revocable permission involves a public or future street, walk or alley area, the following shall be strictly adhered to:

- A. Each recommended approval shall include, but not be limited to, the following conditions:
 1. That a Waiver of Damages be executed and recorded and the communicant submit a recorded copy to the Bureau of Engineering (initiating office).
 2. That the communicant provide liability and property damage insurance, satisfactory to the City Attorney (except on future streets, future walks or future alleys).
- B. Those reports which require a revocable permit fee shall be drafted as a joint report with the Director of Right of Way and Land.
- C. Recommendation for waiver of the permit fee established by the Board of Public Works on December 15, 1971, under Joint Report No. 2 should be substantiated by reasons therefor in the Discussion.

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- D. The initials of the Division Engineer, Street Opening and Widening Division, shall be added to those required by Item 3 of Special Order No. 79172 of September 27, 1962.



DONALD C. TILLMAN
City Engineer

AD:BR:vb
O&W

Attachments

CITY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
CITY ENGINEER

CITY ENGINEER'S REVOCABLE PERMIT NO. _____

Revocable Permit is hereby issued on this day of _____

to _____

to _____

as authorized by the Board of Public Works on _____

under _____ Report No. _____, Section _____

CITY ENGINEER OF THE CITY OF LOS ANGELES

By _____

(Division or District Office)

Date _____

District Map No. _____

Plan No. _____

R/W No. _____

Waiver No. _____

Location of Public Way _____

CITY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
CITY ENGINEER

CITY ENGINEER'S REVOCABLE PERMIT NO. EV-74-7-4

Revocable Permit is hereby issued on this day of July 4, 1974

to ABC Corporation, 987 Brown Street, Los Angeles, California 90000

to construct and maintain a chain link fence 5 feet into Brown Street

adjoining Lot 1 of Tract No. 87651

as authorized by the Board of Public Works on May 30, 1974

under Joint Report No. 1, Section 1.

CITY ENGINEER OF THE CITY OF LOS ANGELES

By _____

(Division or District Office)

Date _____

District Map No. _____

Plan No. _____

R/W No. _____

Waiver No. _____

Location of Public Way 987 Brown Street