

Department of Public Works  
Bureau of Engineering

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CITY OF LOS ANGELES  
CALIFORNIA  
Mayor Karen Bass



**EXPIRES: 04/29/2026**



**CLASS "A" PERMIT (A-PERMIT)**

Permit No. **A2025-002705 C**  
Reference No. **122560**

**JOB ADDRESS: 5821 W CARLTON WAY**  
**ISSUED TO: Sirach Fortuna**  
**DATE ISSUED: 10/31/2025**  
**ISSUING DISTRICT: Central District Office**  
**CONTACT: SIRACH FORTUNA**  
**WORK DESCRIPTION: NEW**



VIEW YOUR  
PERMIT ONLINE

**CONTACT BUREAU OF ENGINEERING:**  
**Customer Service Request:**  
<https://dscsr.lacity.org/>  
**Appointment System:**  
<https://appointments.lacity.org/apptsys/Public/Account>

**CALL BUREAU OF CONTRACT ADMINISTRATION (213-485-5080)**  
**FOR INSPECTION PRIOR TO COMMENCING WORK:**  
**OR**  
**CLICK TO "ONLINE INSPECTION APPOINTMENT REQUEST FORM"**  
<https://bcainspection.lacity.org/bcaapp/home>  
**FOR STREET TREES: CALL URBAN FORESTRY DIVISION AT (213) 847-3077**



# CLASS "A" PERMIT (A-PERMIT)

Permit No: **A2025-002705 C**  
Reference No: **122560**



**JOB ADDRESS:** **5821 W CARLTON WAY**  
**APN:** **5545004018**  
**APPLICANT ADDRESS:** **Los Angeles, 90028**  
**WORK DESCRIPTION:** **NEW**



SCHEDULE BCA  
INSPECTION

## FEE PAYMENT

Inspector: \_\_\_\_\_

Date: \_\_\_\_\_

## FIELD NOTES:

**REMARKS:** **\*\*\*THIS IS AN ADOPT-A-MEDIAN PROJECT, ADOPTED BY THE BOARD OF PUBLIC WORKS ON 01/13/2025\*\*\*ENCROACHMENT IN PUBLIC RIGHT-OF-WAY TO "FARM L.A." TO INSTALL A MULTI-PURPOSE GARDEN SHED LOCATED ADJACENT TO 5819 CARLTON WAY,LOS ANGELES IN COUNCIL DISTRICT 13 PER REVOCABLE PERMIT NO. R-2550-0009.**

	<b>Frontage</b>	<b>Intersection</b>	<b>Frontage</b>	<b>Intersection</b>
<b>Curb Face to Edge of Sidewalk:</b>			<b>Width of Sidewalk:</b>	
<b>Height of Curb:</b>			<b>Curb Face to Property Line:</b>	

## Driveways:

Driveway No.	Case No	(A)	(X)	(Y)	(W)	(T)	(GW)
<b>No driveway(s) were added to this application.</b>							

Fees										Inspection Results	
Fee Description	Qty	Unit	Rate	Subtotal	Discount	Net Amt.	3% Fee	7% Fee	Total	Qty	Initial
A-Permit Basic Fee	1	Each	\$273.00	\$273.00	\$273.00	\$0.00	\$0.00	\$0.00	\$0.00		
<b>Totals:</b>				<b>\$273.00</b>	<b>\$273.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>		

## GENERAL NOTES:

1. A copy of this permit must be at the jobsite at all times.

2. All changes in sketches and permit limits must have prior approval.
3. Call for inspection before noon on the workday prior to doing any work.
4. All work shall comply with the latest edition of the "Greenbook", Standard Specifications for Public Works Construction.
5. Jobsite conditions must comply with the latest edition of the "Work Area Traffic Control Handbook" (W.A.T.C.H.)
6. Pedestrian and vehicular access must be maintained at all times. Barricades and lights must be in use at the jobsite from the start of removals to the completion of the work.
7. If the contractor does not furnish barricades and protective devices, as required, the City of Los Angeles may, at its option, provide them for a fee to the contractor.
8. **All traffic lanes (including: Through, Turning, and Peak Hour lanes) shall be unobstructed from 3:30PM to 7:00 PM and 6:00 AM to 9:00 AM. One traffic lane may be closed at all other times.**
9. The jobsite, including temporary resurfacing, must be maintained by the permittee until all permanent resurfacing is completed.
10. No driveway apron shall be permitted for front yard parking per LAMC Sec 12.21 C (g).
11. Sawcut all removals. No backfill or concrete shall be placed without approval of the inspector.
12. Slurry cement backfill is required in all public streets and alleys. Laterals require inspection before the backfill is placed.
13. Only Bonded Sewer Contractors are permitted to make sewer connections in the public right of way.
14. Property line connections must be completed prior to calling for inspection.
15. All permanent resurfacing must be completed within 3 weeks of the temporary resurfacing or the completion of the job.
16. All permanent resurfacing must be identified by an approved marker/tag identifying the permittee and the year the work was completed. Tags are to be placed as close to the curb as possible. For excavations less than 50 feet long, only one tag should be placed in the middle. For longer excavations, tags should be placed at 50 feet intervals and at both ends.
17. The permittee is required to contact any other agencies impacted by their work.
18. **PERMITTEE SHALL STOP WORK AND CONTACT THE PERMITTING AGENCY PRIOR TO CUTTING OR EXCAVATING ANY DECORATIVE SIDEWALK, PAVEMENT, OR CROSSWALK.**
19. **ANY DAMAGE TO DECORATIVE SIDEWALK, PAVEMENT, OR CROSSWALK MUST BE REPAIRED IN KIND OR RECONSTRUCTED IN KIND BY THE PERMITTEE, AS DIRECTED BY THE PERMITTING AGENCY, IN A MANNER SATISFACTORY TO THE CITY ENGINEER AND THE INSPECTOR OF PUBLIC WORKS.**
20. NO CONSTRUCTION IS ALLOWED ALONG STREETS SUBJECT TO HOLIDAY SEASON STREET CLOSURE RESTRICTIONS. THE HOLIDAY SEASON STREET CLOSURE MORATORIUM IS IN EFFECT FROM: November 23-27, December 2-4, December 9-11 and December 16-25, 2022. Additional information regarding the Holiday Moratorium, including procedures for submitting a request for a Holiday Moratorium Exemption can be found online at the Customer Portal, at: <https://engpermits.lacity.org/public>

21. See LAMC Sec 62.115 regarding refunds of this permit
22. This permit does not allow occupying/fencing-off/separating and utilizing the public right-of-way permitted work area prior to the start of work or after the work is completed. Furthermore, the work area shall not be used for storage, parking, or staging of the construction activities on the private property
23. The drain shall be 3" diameter pipe for a 6" curb face and a 4" diameter pipe for an 8" curb face or greater. The invert of the drain shall be located  $\hat{A}1/2$ " above the gutter flowline. The drainpipe shall have a minimum 2" clearance from top of curb and be laid on a straight grade with a minimum slope of 1/8" per foot and terminate 1" back of the curb face.
24. Trench backfill and A/C pavement resurfacing shall follow the latest version of LA City Standard Plan S477.
25. Whenever any actual or proposed construction activity occurs within 5 $\hat{a}$ €™ of any existing City Transit Furniture, including but not limited to transit shelters, public amenity kiosks, newsstand vending kiosk, automated public toilet, bus bench or associated trash receptacles, permittee/contractor shall arrange and pay for the removal, storage, relocation, replacement, and/or re-installation of all transit furniture and their related appurtenances whether shown and indicated on the plans or not. Transit furniture are the property of the City of Los Angeles and may only be removed by the city $\hat{a}$ €™s authorized vendors. Contact Glenn Flutie of InSite Street Media at (310)559-1600 or jmorales@insitesm.com for bus benches and associated trash receptacles. For all other transit furniture, contact StreetsLA at StreetsLA.STAP@lacity.org. Advance arrangement shall be made 6 weeks in advance of the required work.
26. Provide two-week advance notice for possible relocation/abandonments of a bus stop. For Metro bus stops, contact David Daniels of Metro Stops and Zones Department at danielsd@metro.net.
27. 5-DAY ADVANCE NOTICE OF CONSTRUCTION SHALL BE PROVIDED PER BPW-2024-0536. THE DISTRIBUTION OF THE CONSTRUCTION NOTICE SHALL BE TO THE SATISFACTION OF THE BUREAU OF CONTRACT ADMINISTRATION (BCA). FOR MORE DETAILS, PLEASE REFER TO THE LINK: <https://engpermitmanual.lacity.org/other-boe-permitsprocesses/technical-procedures/construction-notification-guidelines>

(1) The 3% surcharge funds improvements for the Development Services Trust Fund (LAMC 57.118.4 and 61.17).

(2) The 7% surcharge funds the Public Works Engineering Equipment and Training Trust Fund (LAMC 61.03).

Minimum Inspection Charges: a 10 sq. ft. applies to driveways, sidewalks, access ramps, alley intersections, street resurfacing, and gutters. A 3 ln. ft. applies to curbs and curb cuts.

<b>Underground Service Alert</b>	(800) 422-4133	Call 48 hours prior to work
<b>Bureau of Street Lighting</b>		
Street Light Relocation	(213) 847-1456	Call 48 hours prior to work
<b>Dept. of Transportation</b>		
Traffic Signal Relocation	(213) 928-9640	Call 48 hours prior to work
Parking Meter Removal/Relocation	(213) 473-8270	
<b>Department of Water and Power</b>		
Water Meter Removal/Relocation	(800) 342-5397	
<b>Bureau of Street Services</b>		
Street Tree Removal/Trimming	(213) 847-3077	
Barricades/Street Closure	(213) 485-5691	



CUSTOMER SERVICE  
REQUEST PORTAL

**USEFUL WEBSITES & LINKS (from QRs) :**

**ONLINE VERSION OF THIS PERMIT** <https://engpermits.lacity.org/public/Home/Services>

**SCHEDULE A BCA INSPECTION** <https://bcainspection.lacity.org/bcaapp/home>

**CUSTOMER SERVICE REQUEST** <https://dcsr.lacity.org/>

**APPOINTMENT SYSTEM** <https://appointments.lacity.org/apptsys/Public/Account>