



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



CITY OF SANTA FE SPRINGS

11710 Telegraph Road
Santa Fe Springs, CA 90670
Telephone: (562) 868-0511 Ext. 7560 FAX: (562) 868-7112
Office Hours: 7:30 a.m. - 4:30 p.m.

Prepared By	HNM	OM Initial	Date

Applicant's
Signature: _____

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

Plan Check No. **SAMPLE** 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**
Randall Sancho - Regional Drainage / Grading Engineer
San Gabriel Office: Tue & Thurs 8:00-11:30 a.m.
(626) 574-0941
 - Grading Plan Check
 - "Rough Grade" approval is required prior to issuance of building permit
 - Drainage Plan Check (NPDES COMPLIANCE)
 - Drainage approval is required

GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
GEOLOGY/SOILS SECTIONS - Plan approval is required for site stability and geologic hazard.

All submittals must be mad at the District Office public counter or the Land Development public counter, see below.

LAND DEVELOPMENT DIVISION

900 S. Fremont Ave., 3rd Fl
Alhambra, CA 91803-1331
(626) 458-4921 6:45-5:30 Mon-Thurs

- SUBDIVISION PLAN CHECK SECTION**
- LANDSCAPE** (non-residential landscaped area > 2500 square feet)

SANITATION DISTRICT

Payment of sewer connection fee is required.

County Sanitation Districts of Los Angeles County
1955 Workman Mill R., Whittier, CA 90601
(562) 699-7411

OTHER COUNTY DEPARTMENTS

DEPT OF PUBLIC HEALTH – Environmental Health Division

5050 Commerce Way, Baldwin Park, CA 91706
(626) 430-5380
Approval is required for:

- Food Service Establishments**
5050 Commerce Way, Baldwin Park, CA 91706
(626) 430-5380
- X-Ray Machine Installation**
Radiation Management
3530 Wilshire Blvd., 9th Fl.
Los Angeles, CA 90010 Mon – Fri 8:00 a.m.- 5:00 p.m.
(213) 351-7897

STATE AGENCIES

**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.

1906 W. Garvey Ave S., Suite 200, West Covina, CA 91790
(626) 472-0046

STATEWIDE CLEAN-UP OPERATIONS

(2000' from a source of significant Hazardous Waste Disposal)
Sacramento Branch: (916) 323-3376
Glendale Branch (626) 551-2830
Long Beach Branch (562) 590-4968

STATE DEPARTMENT OF CONSERVATION DIVISION OF OIL AND GAS

Verify with City Dept. of Planning and Development. Obtain clearance requirements for abandonment of oil wells.

5816 Corporate Avenue, Suite 200, Cypress, CA 90630-4731
(714) 816-6847 FAX: (714) 816-6853

OTHER AGENCIES

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)

Applicants for non-residential buildings must fill out "Air Quality Permit Checklist" furnished by Building & Safety. If "Yes" is marked, a written release will be required before occupancy is allowed. Notification form required for demolition and alteration permits where ASBESTOS is involved.

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

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.

CITY OF SANTA FE SPRINGS AGENCIES

CITY OF SANTA FE SPRINGS FIRE DEPARTMENT

11300 Greenstone Ave, Santa Fe Springs, CA 90670
(562) 944-9713 FAX (562) 941-1817

- **FIRE PREVENTION BUREAU**
Obtain approval and permits for building and site plans, fire protection, fire sprinkler systems.
Bill Murphy Ext. 3703
- **ENVIRONMENTAL PROTECTION DIVISION**
 - **C.U.P.A. REVIEW**
Obtain building and site approval for hazardous materials, hazardous waste, underground storage tanks, begin RMP, site contamination and mitigation.
Tom Hall Ext. 3715
 - **INDUSTRIAL WASTE**
Obtain approval for preliminary waste water treatment.
Santa Fe Springs Fire Dept.
Raul Diaz Ext. 3713

CITY OF SANTA FE SPRINGS DEPT. OF PLANNING AND DEVELOPMENT

Obtain approval of plot plan, landscaping and/or Planning Commission approval and other requirements.
(562) 868-0511 Ext 7550

CITY OF SANTA FE SPRINGS PUBLIC WORKS DEPARTMENT

- Obtain approval for site drainage, drainage at parkway, public right-of-way improvements and NPDES requirements.
Ron Hughes (562) 868-0511 Ext. 7549
- Obtain approval for Congestion Management Plan Compliance
Tony Olmos (562) 868-0511 Ext. 7543

CONSTRUCTION AND DEMOLITION RECYCLING REQUIREMENTS

Contractors are required to recycle 75% of all project waste materials for projects valued at over \$50,000.

Sue Janikowski (562) 868-0511 Ext. 7356

HERITAGE ARTWORK IN PUBLIC PLACES PROGRAM

Any building permit valued at \$300,000 or more is subject to a fee equal to one (1) percent of the building permit valuation.

Sue Janikowski (562) 868-0511 Ext. 7356

METHANE GAS DIVERSION

Review is required by City of SFS Planning Dept. and SFS Fire Dept.

Andrew C. Lazzaretto (562) 868-0511 Ext. 7354

ENVIRONMENTAL COVENANT

Review is required by City of SFS Planning Dept.

Andrew C. Lazzaretto (562) 868-0511 Ext. 7354