CITY OF INDUSTRY
16005 E. Central Avenue
La Puente, CA 91744
Telephone: (626) 961-9611
Office Hours: 8:00 a.m. – 4:30 p.m.
Plan Checker Hours: 8:00 a.m. – 10:30 a.m. Appointments are recommended.

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

COUNTY AGENCIES

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City Planning Office
Contact the City Of Industry, City Planning office for zoning, grading and / or other related requirements. An approval letter signed by the City Engineer will be required prior to permit issuance.

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 M-Th 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
Upload documents to: https://dpw.lacounty.gov/apps/esubmissions/gme/default.aspx

□ GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
GEOLOGY/SOILS SECTIONS - Plan approval is required for site stability and geologic hazard. Review by this Section is for the structure only.
(626) 458-4925 M-Th 6:30-5:15 pm
Upload documents to: https://dpw.lacounty.gov/apps/esubmissions/gme/default.aspx

Add additional agency clearances if necessary.

Prepared By: HNM
Date: __________

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Industry Agency Ref Rev 11-201515
OTHER COUNTY DEPARTMENTS

DEPT OF PUBLIC HEALTH – Environmental Health Division
5050 Commerce Way, Baldwin Park, CA 91706
(626) 430-5380

Approval is required for:

- Private Sewage Disposal Systems
- WATER SOURCE APPROVAL LETTER
  Proof of an "Environmental Health Dept. Approved Water Source" is required for areas without public water system.
- Food Service Establishments
- Public Swimming Pool - Recreational Health
- X-Ray Machine Installation
  Radiation Management
  3530 Wilshire Blvd., 9th Fl, Los Angeles, CA 90010
  Mon – Fri 8:00 a.m. – 4:30 p.m.
  (213) 351-7897

FIRE PREVENTION BUREAU - Plan approval is required
5825 E. Rickenbacher Rd., Commerce, CA 90040-3027
(323) 890-4125

- FIRE STATION DEVELOPER FEE is required
- Building release 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. Rickenbacher Rd., Commerce, CA 90040-3027
  (323) 890-4000

- FIRE SPRINKLER SYSTEMS
  15660 Stafford St., Industry, CA 91744
  (626) 961-2305

- OTHER APPROVALS (Sprinklers<20 Heads, Sprinklers: Residential & Remodel, Pool draft Hydrant, Alarms, Hoods, Restaurants with new cooking, Tanks, and TI<2500 sq. ft.)
  15660 Stafford St., Industry, CA 91744
  (626) 961-2305

COUNTY SANITATION DISTRICT
Payment of sewer connection is required
1955 Workman Mill Road, Whittier, CA 90691
(562) 699-7411

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 St. 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.
1906 W. Garvey Ave S., Ste 200
West Covina, CA 91790
(626) 472-0046
M-Th 8:00-5:00 pm

STATE DEPARTMENT OF CONSERVATION DIVISION OF OIL AND GAS
Obtain clearance for the requirements of abandonment of oil wells.
5816 Corporate Ave., Ste. 200
Cypress, CA 90630-4731
(714) 816-6847

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.
- Obtain "Certification Form" from B&S District Office.

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) 286-7664

LOCAL WATER COMPANY – provide a copy of the Fire Flow Availability letter (Form 195) completed by the water company serving the site.

OTHER AGENCIES

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