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BUILDING AND SAFETY
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CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

DEPARTMENT OF
BUILDING AND SAFETY
201 NORTH FIGUEROA STREET
LOS ANGELES, CA 90012

RAYMOND S. CHAN, C.E., S.E.
INTERIM GENERAL MANAGER

SUBSTANDARD ORDER

LOS ANGELES, CA 90069

CASE #
ORDER #:
EFFECTIVE DATE:
COMPLIANCE DATE:

OWNER OF
SITE ADDRESS:
ASSESSORS PARCEL NO.:
ZONE: R1; One-Family Zone

As a result of an inspection of the property (Site Address) listed above, this office has determined the building(s) to be SUBSTANDARD as pursuant to the provisions of Division 89 of Article 1 of Chapter IX of the Los Angeles Municipal Code (L.A.M.C.). You are therefore ordered to secure all required permits and begin the necessary work to eliminate the following code violations within 30 days from the effective date of this order. All necessary work shall be completed within 90 days from the effective date of this order. If the necessary permits are not obtained or the required work is not physically commenced within 45 days from the effective date of this order, the Department of Building and Safety may order the owner to cause the building(s) to be vacated.

VIOLATION(S):

1. The building or premises is Substandard due to illegal occupancy.
You are therefore ordered to:
1) Discontinue the use and occupancy of all buildings or portions thereof occupied for living, sleeping, cooking or dining purposes which were not designed or intended to be used for such occupancies.
2) Demolish and remove all construction work performed without the required permit(s).
3) Restore the building(s) or portion(s) thereof to its originally approved condition.
Code Section(s) in Violation: 91.8902.14, 91.8902, 91.103.1, 12.21A.1.(a) of the L.A.M.C.
Comments: A portion of the garage was converted into a dwelling unit.
2. 3 units are not allowed in the R1 zone.
You are therefore ordered to: Discontinue the multi-family use in the R1 zone.
Code Section(s) in Violation: 12.08A, 12.21A.1.(a) of the L.A.M.C.
3. The approximate 20' x 26' second floor addition to the top of garage was constructed without the required permits and approvals.
You are therefore ordered to:
1) Demolish and remove all construction work performed without the required permit(s).
2) Restore the existing structure(s) to its originally approved condition.
OR
3) Submit plans, obtain the required permits and make the structure(s) comply with all requirements of the L.A.M.C.



CODE ENFORCEMENT BUREAU
For routine City business and non-emergency services: Call 3-1-1
www.ladbs.org

Code Section(s) in Violation: 91.8105, 91.106.1.1, 91.106.1.2, 91.108.4, 91.106.3.2, 91.103.1, 93.0104, 94.103.1.1, 95.12.21A.1.(a) of the L.A.M.C.

4. Not providing or maintaining the required covered off street parking.

You are therefore ordered to: Provide/maintain required off-street parking.

Code Section(s) in Violation: 12.21A.4.(m), 12.21A.1.(a) of the L.A.M.C.

5. An electrical permit is required for the work performed in the garage and the unapproved addition above the garage.

You are therefore ordered to: Remove all electrical wiring and equipment which was installed without the required permits and return the electrical system to its original approved condition.

OR

Obtain the required electrical permit, expose concealed work and call for required inspections.

Code Section(s) in Violation: 93.0201, 93.0104, 12.21A.1.(a) of the L.A.M.C.

6. A plumbing permit is required for the work performed in the garage and the unapproved addition to the top of the garage.

You are therefore ordered to: Remove all plumbing and plumbing equipment which was installed without the required permits and return the plumbing system to its original approved condition.

OR

Obtain the required plumbing permit, expose concealed work, and call for required inspections.

Code Section(s) in Violation: 94.103.1.1, 12.21A.1.(a) of the L.A.M.C.

NOTE: A certificate has been filed with the County Recorder noting the above substandard condition.

NON-COMPLIANCE FEE WARNING:

YOU ARE IN VIOLATION OF THE L.A.M.C. IT IS YOUR RESPONSIBILITY TO CORRECT THE VIOLATION(S) AND CONTACT THE INSPECTOR LISTED BELOW TO ARRANGE FOR A COMPLIANCE INSPECTION BEFORE THE NON-COMPLIANCE FEE IS IMPOSED. Failure to correct the violations and arrange for the compliance inspection within from the Compliance Date, will result in imposition of the fee noted below.

A proposed noncompliance fee in the amount of **\$550.00** may be imposed for failure to comply with the order within 15 days after the compliance date specified in the order or unless an appeal or request for slight modification is filed within 15 days of the compliance date.

If an appeal or request for slight modification is not filed within 15 days of the compliance date or extensions granted therefrom, the determination of the department to impose and collect a non-compliance fee shall be final. Section 98.0411 L.A.M.C.

NOTE: FAILURE TO PAY THE NON-COMPLIANCE FEE WITHIN 30 DAYS AFTER THE DATE OF MAILING THE INVOICE, MAY RESULT IN A LATE CHARGE OF TWO (2) TIMES THE NON-COMPLIANCE FEE PLUS A 50 PERCENT COLLECTION FEE FOR A TOTAL OF \$1,925.00.

Any person who fails to pay the non-compliance fee, late charge and collection fee shall also pay interest. Interest shall be calculated at the rate of one percent per month.

PENALTY WARNING:

Any person who violates or causes or permits another person to violate any provision of the Los Angeles Municipal Code (L.A.M.C.) is guilty of a misdemeanor which is punishable by a fine of not more than \$1000.00 and/or six (6) months imprisonment for each violation. Section 11.00 (m) L.A.M.C.

INVESTIGATION FEE REQUIRED:

Whenever any work has been commenced without authorization by a permit or application for inspection, and which violates provisions of Articles 1 through 8 of Chapter IX of the Los Angeles Municipal Code (L.A.M.C.), and if no order has been issued by the department or a court of law requiring said work to proceed, a special investigation fee which shall be double the amount charged for an application for inspection, license or permit fee, but not less than \$400.00, shall be collected on each permit, license or application for inspection. Section 98.0402 (a) L.A.M.C.

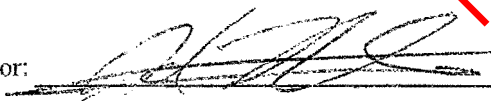
APPEAL PROCEDURES:

There is an appeal procedure established in this city whereby the Department of Building and Safety and the Board of Building and Safety Commissioners have the authority to hear and determine error or abuse of discretion, or requests for slight modification of the requirements contained in this order when appropriate fees have been paid. Section 98.0403.1 and 98.0403.2 L.A.M.C.


NOTIFICATION OF THE HOUSING DEPARTMENT:

The Department of Building and Safety is required by law to refer to the Housing Department any building containing an untenable residential unit. Failure to correct the deficiencies noted on this order will subject this property and units to inclusion in the City of Los Angeles Rent Reduction Program and Rent Escrow Account Program. Section 152.03 and 151.06.5 L.A.M.C.

If you have any questions or require any additional information please feel free to contact me at (213)252-3035. Office hours are 7:00 a.m. to 5:00 p.m. Monday through Friday.

Inspector:  Date: _____

JOHN MATTILLO
3550 WILSHIRE BLVD. SUITE 1800
LOS ANGELES, CA 90010
(213)252-3035


REVIEWED BY

SAMPLE CITY DOCUMENTS

BOARD OF
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ROBERT R. "Bud" OVROM
GENERAL MANAGER
RAYMOND S. CHAN, C.E., S.E.
EXECUTIVE OFFICER

HEARING NOTICE

CASE #
HEARING NO.:

RE:

The City of Los Angeles Department of Building and Safety (LADBS) has determined that compliance has not been obtained with alleged violation(s) of the Los Angeles Municipal Code Section(s) as follows:

91.8902 Unapproved occupancy
12.21A.1(a) Use of land violation

91.103 Failure to comply with Order
91.8105 Unapproved construction

You are requested to appear for an Administrative Hearing of said allegation(s) to determine if a criminal complaint should be filed. The hearing will take place at 3550 Wilshire Blvd. Suite 1800 Los Angeles, CA. 90010 at the following date and time:

DATE:

TIME: 10:00 am

Your failure to appear at the Hearing may result in the matter being referred to the City Attorney's Office for further enforcement.

Please bring this notice and any documents or witnesses necessary to assist the Administrative Hearing Officer in reaching a determination in this matter.

For further information regarding this matter prior to the date of the hearing, please contact the Department of Building and Safety Legal Liaison at between the hours of 7:00 a.m. and 3:30 p.m. Monday through Thursday.

OSCAR SALGADO Administrative Hearing Officer
3550 WILSHIRE BLVD. SUITE 1800
LOS ANGELES, CA 90010-2419

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RAYMOND S. CHAN, C.E., S.E.
INTERIM GENERAL MANAGER

NOTICE OF NONCOMPLIANCE

CASE #:

OWNER OF:

SITE ADDRESS:

Assessors Parcel No.:

An Order was issued by the Department of Building and Safety (LADBS) with an effective date of _____ The Order's
compliance date of _____ has now passed and the Department may soon impose a noncompliance fee.

Section 98.04011 of the Los Angeles Municipal Code (L.A.M.C.) authorizes LADBS to impose a noncompliance fee if compliance is
not obtained within 15 days after the compliance date specified on the order.

Therefore you are ordered to comply with the provisions of the aforementioned order by _____ or a noncompliance fee
of \$550.00 will be imposed and this case may be referred to the City Attorney for legal action without further notice.

This document is not an invoice. If a noncompliance fee is imposed, a separate invoice will be sent. If the fee is not paid within 30
days after the date of mailing the noncompliance fee invoice, the Department shall impose a late charge equal to two times the
noncompliance fee and a collection fee equal to 50 percent of the original noncompliance fee. Any person who fails to pay the
assessed noncompliance fee, late charge or collection fee shall also pay interest from the 60th day after the date of mailing the notice
of noncompliance until the date of payment.

If you have complied with the provisions of the Order or require any additional information please contact me at (213)252-3035
between the hours of 7:00 a.m. and 3:30 p.m. Monday through Friday. If you cannot contact me, my Supervisor MICHAEL
DICKSON can be reached at (213)252-3049 between the same hours.

Inspector: