

DEPARTMENT OF BUILDING AND SAFETY
 201 N. Figueroa Street, Los Angeles, CA 90012
 Internet: <http://ladbs.org/our-organization/customer-services/dept-phone-list>
 Organization Chart: http://www.ladbs.org/about_us/org_chart.pdf/

**Mail
Stop**

PUBLIC INFORMATION

General Information..... 311
(from outside Los Angeles County) 213 473-3231
 Requests for Inspection..... 888 524-2845
 (from outside Los Angeles County) 213 482-0000
 **TDD Line** 888 833-8389

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ADMINISTRATION

201 N. Figueroa Street, Suite 1000, Los Angeles 90012 **FAX** 213 482-6850
 General Manager, Osama Younan..... 213 482-6800
 Executive Officer, John Weight..... 213 482-6800
 Executive Administrative Assistant III, Susie Robles
 Executive Administrative Assistant II, Traci Quiroz
 Executive Administrative Assistant II, Vacant

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RESOURCE MANAGEMENT BUREAU

201 N. Figueroa Street, Suite 760A, Los Angeles 90012..... **FAX** 213 482-6754
 Bureau Chief, Ana Mae Yutan..... 213 482-6703
 Assistant Bureau Chief, Vacant..... 213 482-6782
 Assistant Bureau Chief, Emilio Rodriguez..... 213 482-6818
 Executive Assistant, Vacant..... 213 482-6703

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BUDGET AND GENERAL ADMINISTRATIVE SERVICES DIVISION

201 N. Figueroa Street, Suite 760B, Los Angeles 90012 **MAIN** 213 482-6776
 **FAX** 213 482-6754
 EMAIL: ladbs.asd@lacity.org
 Division Chief, Tony Pelaez..... 213 482-6766

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CONTRACTS & SUPPORT SERVICES DIVISION

201 N. Figueroa Street, Suite 760B, Los Angeles 90012
 EMAIL: ladbs.contracts@lacity.org
 Division Chief, Tiffany Baltazar..... 213 482-6776

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RECORDS MANAGEMENT DIVISION

201 N. Figueroa Street, Suite 1350, Los Angeles 90012..... **FAX** 213 482-6889
 Residential Property Records..... 213 482-6777
 Records Processing and Retention..... 213 482-6767
 201 N. Figueroa Street, Suite 1455, Los Angeles 90012..... **FAX** 213 482-6889
 Subject Specialty Group
 201 N. Figueroa Street, Suite 1350, Los Angeles 90012..... **FAX** 213 482-6838
 Section Supervisor, Lorena Espinoza..... 213 482-6549

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CUSTODIAN OF RECORDS

201 N. Figueroa Street, Suite 1325, Los Angeles 90012..... **FAX** 213 482-6889
 EMAIL: ladbs.custodianofrecords@lacity.org

115	FINANCIAL SERVICES DIVISION	
	201 N. Figueroa Street, Suite 740, Los Angeles 90012.....	FAX 213 482-6591
	Division Chief, Cheryl Hass.....	213 482-7318
	Principal Accountant I, Emma Pangilinan.....	213 482-6802
	Principal Accountant I, Jeremy Coronel.....	213 482-7347
	Liens, Agnes Sondervan-Rosenfeld.....	213 482-6528
	Refunds.....	213 482-6821
	Bad Checks	213 482-6890
	Payroll & Mileage, Andrew Byrne.....	213 482-6538
	Chief Cashier, Victoria Vasquez.....	213 482-6953
	Metro Cashier's Office.....	213 482-6950
	Supplies, John Borough.....	213 482-6813
	Billings.....	213 482-6890

115	PERSONNEL SERVICES	
	201 N. Figueroa Street, Suite 1070, Los Angeles 90012.....	FAX 213 482-6733
	Chief, Jose Del Rio.....	213 482-6720
	Assistant Chief, Aram Salmasi.....	213 922-8580
	Personnel Records Supervisor.....	213 482-6722
	Workers' Compensation/Timekeeping.....	213 482-6722
	Certifications.....	213 482-6722

115	PERMIT AND ENGINEERING BUREAU	
	201 N. Figueroa Street, Suite 1080B, Los Angeles 90012	
	Bureau Chief, Binh Phan.....	213 482-0440
	Assistant Bureau Chief, Charmie Huynh.....	213 482-6875
	Assistant Bureau Chief, Allen Manalansan.....	213 482-0463
	Assistant Bureau Chief, Adel Salah Eddine.....	213 482-0053
	Assistant Bureau Chief, Shahen Akelyan.....	213 482-0440
	Executive Administrative Assistant II, Margo Kuhn.....	213 482-0440

115	BOARD OF BUILDING AND SAFETY / DISABLED ACCESS APPEALS COMMISSION OFFICE	
	http://ladbs.org/our-organization/people/bbsc	
	http://ladbs.org/our-organization/people/disabled-access	
	201 N. Figueroa Street, Suite 1030, Los Angeles 90012.....	
	Board Secretary, Veronica Lopez.....	213 482-7429
	Main.....	213 482-0466

115	GOVERNMENT & COMMUNITY RELATIONS	
	201 N. Figueroa Street, Suite 1080A, Los Angeles 90012.....	213 482-6805
	Director, VACANT.....	213 482-0447
	Public Information Director, Gail Gaddi.....	213 887-6962

115	DEVELOPMENT SERVICES CASE MANAGEMENT DIVISION	
	201 N. Figueroa Street, Suite 1030, Los Angeles 90012	
	Division Chief, Minye Pak.....	213 482-6877
	Main.....	213 482-6864

115	STRUCTURAL PLAN CHECK	
	201 N. Figueroa Street, Suite 880, Los Angeles 90012	
	Division Chief, Allen Manalansan.....	213 482-0463

115 **HIGH RISE, SEISMIC RETROFIT AND LAX PROJECTS**

	201 N. Figueroa Street, Suite 1080, Los Angeles 90012 Division Chief, Charmie Huynh.....	213 482-6875
115	STRUCTURAL ENGINEERING RESEARCH 201 N. Figueroa Street, Suite 880, Los Angeles 90012 Supervisor, Eugene Barbeau.....	213 978-4454
115	COUNTER OPERATIONS 201 N. Figueroa Street, 4 th Floor, Los Angeles 90012 Division Chief, Shahen Akelyan.....	213 482-0440
115	METRO DEVELOPMENT SERVICES CENTER 201 N. Figueroa Street, 4 th Floor, Los Angeles 90012 Division Chief, Shahen Akelyan.....	213 482-0440
119	VAN NUYS DISTRICT OFFICE 6262 Van Nuys Boulevard, 2 nd Floor, Room 251, Van Nuys 91401 Office Manager, Felix Figueroa..... Electrical Plan Check Supervisor, Eric Goss..... Mechanical Plan Check Supervisor, Hagop Mertekhanian..... Fire Department Plan Check..... Scheduling Inspection (Permit 15 digit number required)..... Van Nuys Cashier Office..... Express Permits Supervisor, VACANT..... Building Records Supervisor, Michelle Cortez.....	818 374-4386 818 374-4367 818 374-4372 818 374-5005 888 524-2845 818 374-4330 818 374-4370 818 374-9984
120	WEST L.A. DISTRICT OFFICE 1828 Sawtelle Blvd, 2 nd Floor, Los Angeles 90025 Office Manager, Chiharu Suzuki..... Structural Plan Check..... West L.A. Cashier Office..... Express Permits Supervisor, Vacant.....	310 575-8080 310 575-8181 310 575-8136 310 575-8293
238	SOUTH LOS ANGELES DISTRICT OFFICE 8475 S. Vermont Street, Room 111, Los Angeles 90044 Supervisor, Vacant..... Express Permits Supervisor, Vacant.....	323 789-2782 323 789-2782
117	SAN PEDRO DISTRICT OFFICE 638 S. Beacon Street, 2 nd Floor, San Pedro 90731 Supervisor, Vacant..... Plan Check..... San Pedro Cashier Office..... Express Permits Supervisor, Ida Miranda.....	310 732-4578 310 732-4545 310 732-4543 310 732-4568

115	METRO EXPRESS PERMITS 201 N. Figueroa Street, Suite 110, Los Angeles 90012..... Supervisor, Oscar Gomez.....	213 482-0098 213 482-6840
115	METRO BUILDING RECORDS 201 N. Figueroa Street, Suite 110, Los Angeles 90012..... Supervisor, Terry Razo.....	213 482-6899 213 482-6853
115	GREEN BUILDINGS SECTION 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Division Chief, Adel Salah Eddine..... Section Chief, Vacant	213 482-0053 213 202-3450
175	MECHANICAL ENGINEERING SECTION 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Division Chief, Adel Salah Eddine..... Section Chief, Rawand Aryan..... Section Chief, Sameh Bolous.....	213 482-0053 213 482-0406 818 374-4388
115	MECHANICAL PLAN CHECK 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Section Chief, Rawand Aryan..... Section Chief, Sameh Bolous..... Supervisor, Mike Shahrestani..... Supervisor, Irene Pool.....	213 482-0406 818 374-4388 213 482-6940 213 482-0065
115	MECHANICAL TESTING LABORATORY 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Supervisor, Irene Pool.....	213 482-0065
115	ELECTRICAL ENGINEERING SECTION 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Division Chief, Adel Salah Eddine..... Section Chief, Isaac Almaraz.....	213 482-0053 213 482-0035
115	ELECTRICAL PLAN CHECK 201 N. Figueroa Street, 5 th Floor, Los Angeles 90012 Section Chief, Isaac Almaraz..... Supervisor, Francis Ysaguirre.....	213 482-0035 213 482-0064
121	ELECTRICAL TESTING LABORATORY 201 N. Figueroa Street, Suite 500, Los Angeles 90012 Section Chief, Isaac Almaraz..... Test Engineer, Antonio Maldonado.....	213 482-0035 213 482-7382
115	CODE ENFORCEMENT BUREAU 221 N. Figueroa, 11 th Floor, Los Angeles 90012..... FAX Bureau Chief, Catherine Nuezca Gaba..... Asst. Bureau Chief, Eric Jakeman..... Executive Administrative Assistant, Vacant..... Principal Clerk, Faith Maulupe..... Administration and Liens.....	213 202-9871 213 252-3931 213 252-3976 213 252-3900 213 252-3376 213 482-7284

115	PRO-ACTIVE CODE ENFORCEMENT (PACE)		
	221 N. Figueroa, 11 th Floor, Los Angeles 90012.....	FAX	213 252-3013
	Chief Inspector, Jack Conger.....		213 252-3310
	Principal Inspector, Shawn Eshbach.....		213 252-3919
	Pro-Active Code Enforcement (PACE 2).....		213 252-3352
	FAX	213 252-3912
	Pro-Active Code Enforcement (PACE 3)		213 252-3349
	FAX	213 252-3011
115	VACANT BUILDING ABATEMENT (VBA)		
	221 N. Figueroa, 11 th Floor, Los Angeles 90012		213 252-3962
	FAX	213 252-3011
	Chief Inspector, Jack Conger		213 252-3310
	Principal Inspector, Shawn Eshbach.....		213 252-3919
115	SIGNS DIVISION		
	221 N. Figueroa, 11 th Floor, Los Angeles 90012.....	FAX	213 252-3911
	Chief Inspector, Jeff Napier		213 263-6846
	Principal Inspector, Daniel Sanchez.....		213 252-3926
	Signs – Enforcement and New Construction.....		213 252-3909
	Off-Site Sign Periodic Inspection Program (OSSPIP).....		213 252-3909
115	ANNUAL INSPECTION MONITORING (AIM)		
	221 N. Figueroa, 11 th Floor, Los Angeles 90012.....	FAX	213 252-3011
119	14410 Sylvan Street, Suite 105, Van Nuys 91401.....	FAX	818 374-9813
	Chief Inspector, Jack Conger		818 374-9846
	Principal Inspector, David James.....		818 374-9806
	AIM (Metro).....		213 252-3041
	AIM (North).....		818 374-9837
115	CODE ENFORCEMENT, COMPLAINTS AND REFERRALS		
	CENTRAL REGION (Council Districts 1, 4, 5, 13, and 14)		
	221 N. Figueroa, 11 th Floor, Los Angeles 90012.....	FAX	213 252-3013
	Chief Inspector, Jeff Napier		213 263-6846
	Principal Inspector, Daniel Sanchez.....		213 252-3926
	Complaint & Referral (Council District 4).....		213 482-0469
	Complaint & Referral (Council District 5).....		213 252-3049
	Complaint & Referral (Council District 13).....		213 252-3977
	Complaint & Referral (Council District 1).....		213 252-3038
	Complaint & Referral (Council District 14).....		323 526-9348
	Citations and Legal Liaison.....		213 252-3393
	Public Counter.....		213 252-3039
119	CODE ENFORCEMENT, COMPLAINTS AND REFERRALS		
	NORTH REGION (Council Districts 2, 3, 6, 7, and 12)		
	14410 Sylvan Street, Suite 105, Van Nuys 91401.....	FAX	818 374-9813
	Chief Inspector, Jack Conger		818 374-9846
	Principal Inspector, David James.....		818 374-9806
	Complaint & Referral (Council District 2).....		818 230-0288
	Complaint & Referral (Council District 3).....		818 374-9857

Complaint & Referral (Council District 6).....	818 374-9858
Complaint & Referral (Council District 7).....	818 374-9820
Complaint & Referral (Council District 12).....	818 374-9857
Citations and Legal Liaison.....	818 374-9859
Public Counter.....	818 374-9800

115 **CODE ENFORCEMENT, COMPLAINTS AND REFERRALS**
SOUTH REGION (Council Districts 8, 9, 10, 11, and 15)

8475 S. Vermont Avenue, Los Angeles 90044.....	FAX 213 978-1483
Chief Inspector, Jeff Napier	213 263-6846
Principal Inspector, Bruce Todd.....	213 978-4502
Citations and Legal Liaison.....	213 978-4503
Public Counter.....	213 978-4509
Complaint & Referral (Council District 8)	213 978-4504
8475 S. Vermont Avenue, Los Angeles 90044.....	FAX 213 978-1483
Complaint & Referral (Council District 9)	213 978-4495
4301 S. Central Avenue, Los Angeles 90011.....	FAX 323 846-2659
Complaint & Referral (Council District 10)	213 252-3964
221 N. Figueroa, 11 th Floor, Los Angeles 90012.....	FAX 213 252-3912
Complaint & Referral (Council District 11).....	213 978-4498
7166 Manchester Avenue, Suite 10A Los Angeles 90045.....	FAX 213 485-8897
Complaint & Referral (Council District 15).....	310 732-4530
638 Beacon Street, Suite 276, San Pedro 90731.....	FAX 310 732-4564

115 **ENVIRONMENTAL AFFAIRS DIVISION – LOCAL ENFORCEMENT AGENCY**

221 N. Figueroa, Suite 1250 Los Angeles 90012.....	FAX 213 252-3345
Main Number.....	213 252-3939
Section Manager, David Thompson, Environmental Affairs Officer	213 252-3932
Environmental Supervisor II, Jose Gutierrez	213 252-3348
Industrial Hygienist, Andy Kao.....	213 252-3967

115 **INSPECTION BUREAU**

221 N. Figueroa Street, Suite 700, Los Angeles 90012.....	FAX 213 202-9922
Bureau Chief, Pascal Challita	213 482-6712
Secretary, Kaitlin Mills.....	213 482-7212
221 N. Figueroa Street, Suite 700, Los Angeles 90012.....	FAX 213 482-0303
Assistant Bureau Chief, Victor Cuevas.....	213 202-9869
Assistant Bureau Chief, Denver (Shawn) Hargis.....	213 482-0342
Principal Clerk, Crystal Hernandez.....	213 482-0315

115 **TRAINING AND EMERGENCY MANAGEMENT**

221 N. Figueroa Street, Suite 800, Los Angeles 90012.....	FAX 213 482-6790
Division Chief, Lisa Yancey.....	213 482-7097
Non-Technical Training.....	213 482-6788
Inspection Training.....	213 482-6788
Emergency Management.....	213 482-6788
Emergency Management Coordinator, Vacant.....	213 482-7370
Investigations/Earthquake Safety/Hi-Rise Retrofit.....	213 482-0371
Training Coordinator, Vacant.....	213 482-7293

115	INSPECTION CASE MANAGEMENT RESTAURANT AND SMALL BUSINESS EXPRESS PROGRAM 221 N. Figueroa Street, Suite 800, Los Angeles 90012..... FAX Division Chief, Yervand Chapanyan..... Principal Building Inspector, Ted Ries.....	213 202-9922 213 482-0492 213 202-9856
115	METRO COMMERCIAL INSPECTION BUILDING INSPECTION DIVISION 221 N. Figueroa Street, Suite 700, Los Angeles 90012..... FAX Division Chief, Yervand Chapanyan..... Principal Building Inspector, Adam Burgess.....	213 482-0303 213 482-0492 213 202-2784
115	SPECIALTY INSPECTIONS DIVISION 221 N. Figueroa Street, Suite 700, Los Angeles 90012..... FAX Principal Inspector, Ted Ries..... Materials Control..... Special Events..... Certified License Contractor Program..... Trade Licensing, Principal Clerk, Crystal Hernandez.....	213 482-7410 213 202-9856 213 482-0383 213 482-7359 213 202-9861 213 482-0315
115	ELECTRICAL INSPECTION DIVISION 221 N. Figueroa Street, Suite 700, Los Angeles 90012..... FAX Division Chief, William Mitchell..... Principal Inspector, Dexter Jackson..... Principal Inspector, David Haendle..... Code Desk, David Haendle.....	213 482-0303 213 202-9906 213 482-0377 213 482-0302 213 482-0305
115	PLUMBING, FIRE SPRINKLER AND MECHANICAL DIVISION 221 N. Figueroa Street, Suite 700, Los Angeles 90012..... FAX Division Chief, Steve Kimble..... Principal Inspector, Jonathan Allen..... Principal Inspector, Kevin Simonds..... Plumbing Code Desk..... Fire Sprinklers..... Mechanical.....	213 202-9922 213 482-6787 213 482-0354 213 482-7207 213 482-0061 213 482-7207 213 202-5614
115	ELEVATOR AND PRESSURE VESSELS INSPECTION DIVISION 221 N. Figueroa Street, Suite 800, Los Angeles 90012..... FAX Division Chief, James Garrison..... Principal Elevator Inspector, Larry Isidro..... Code Desk..... Senior Elevator Safety Engineer..... Senior Pressure Vessel Safety Engineer.....	213 202-9922 213 202-3467 213 202-9830 213 202-9844 213 202-9832 213 202-9852
115	GRADING DIVISION 221 N. Figueroa Street, 12 th Floor, Los Angeles 90012..... FAX Division Chief, J. Adolfo Acosta..... Principal Inspector, Sergio Valenzuela.....	213 482-0499 213 482-6967 213 482-0397

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**RESIDENTIAL INSPECTION DIVISION
METRO RESIDENTIAL INSPECTION**

221 N. Figueroa Street, 8th Floor, Los Angeles 90012.....**FAX** 213 202-9922
Division Chief, Ronald Myrick..... 213 202-3469
Principal Inspector, Brian Hauff..... 213 482-0323
Senior Building Mechanical Inspector, Charles Boghoskhan..... 213 202-3445

RESIDENTIAL INSPECTION

C.D. #4–221 N. Figueroa St., 8th Fl., Los Angeles 90012..... 213 202-3261
C.D. #5(c),#10,#13–221 N. Figueroa St., 8th Fl., Los Angeles 90012 213 482-6962
C.D. #8, #9–221 N. Figueroa St., 8th Fl., Los Angeles 90012..... 213 202-3211
C.D. #1 & #14–221 N. Figueroa St., 8th Fl., Los Angeles 90012..... 213 202-3445

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VAN NUYS COMMERCIAL AND RESIDENTIAL INSPECTION DIVISIONS

6262 Van Nuys Blvd., 2nd Floor, Van Nuys 91401.....**FAX** 818 374-1113
Principal Commercial Inspector, Rickey Jackson..... 818 374-1104
Principal Residential Inspector, John Janson..... 818 774-4335
Administrative Support, Katrina Mavizi..... 818 374-1100

VAN NUYS COMMERCIAL INSPECTION

Scheduling Inspection (15 digit permit number required)..... 888 524-2845
Building and Major Structure Inspection..... 818 374-1128
Electrical Inspection..... 818 374-1136
Plumbing Inspection..... 818 374-1141
Fire Sprinkler Inspection..... 818 374-9935
Mechanical Inspection..... 818 374-1153
Grading Inspection..... 818 374-4350
Elevator Inspection..... 818 374-1139
Pressure Vessel Inspection..... 818 374-1149

VAN NUYS RESIDENTIAL INSPECTION

C.D. #2 – 6262 Van Nuys Blvd., Van Nuys 91401..... 818 374-1159
C.D. #3 – 19040 Vanowen St., Reseda 91336..... 818 774-4354
C.D. #5(b) – 6262 Van Nuys Blvd., Van Nuys 91401..... 818 374-1157
C.D. #12 – 19040 Vanowen St., Reseda 91336..... 818 774-4335
C.D. #7 – 6262 Van Nuys Blvd., Van Nuys 91401..... 818 374-1158

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WLA COMMERCIAL AND RESIDENTIAL INSPECTION DIVISIONS

11620 Wilshire Blvd, 11th Floor, West Los Angeles 90025.....**FAX** 310 914-3864
Principal Commercial Inspector, Henry Baghdassarian..... 310 914-3905
Principal Residential Inspector, Daniel Orrante..... 310 914-3904
Administrative Support, Nicole Robinson..... 310 914-3900

WLA COMMERCIAL INSPECTION

Building and Major Structure Inspection..... 310 914-3917
Electrical Inspection..... 310 914-3938
Plumbing Inspection..... 310 914-3949
Fire Sprinkler Inspection..... 310 914-3955
Mechanical Inspection..... 310 914-3961

Grading Inspection.....	310 914-3900
Elevator Inspection.....	310 914-3967
Pressure Vessel Inspection.....	310 914-3973
WLA RESIDENTIAL INSPECTION	
C.D. #5(a) – 11620 Wilshire Blvd., West Los Angeles 90025.....	310 914-3908
C.D. #5(d) – 11620 Wilshire Blvd., West Los Angeles 90025.....	310 914-3907
C.D. #11– 11620 Wilshire Blvd., West Los Angeles 90025.....	310 914-3906
C.D. #6 – 11620 Wilshire Blvd., West Los Angeles 90025.....	310 914-3909

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SAN PEDRO COMMERCIAL AND RESIDENTIAL INSPECTION DIVISIONS

638 S. Beacon Street, 2 nd Floor, San Pedro 90731.....	FAX 310 732-4572
Principal Commercial Inspector, Henry Baghdassarian.....	310 914-3905
Principal Residential Inspector, D. Brian Hauff.....	213 482-0323

SAN PEDRO COMMERCIAL INSPECTION

Building and Major Structure Inspection.....	310 732-4553
Electrical Inspection.....	310 732-4549
Plumbing Inspection.....	310 914-3949
Fire Sprinkler Inspection.....	310 914-3955
Mechanical Inspection.....	310 914-3961
Grading Inspection.....	310 548-2552

SAN PEDRO RESIDENTIAL INSPECTION

Senior Building Inspector, Craig Davis.....	213 202-3261
C.D. #15–638 S. Beacon St., San Pedro 90731.....	213 923-6164

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TECHNOLOGY SERVICES BUREAU

201 N. Figueroa Street, 9 th Floor, Los Angeles 90012.....	FAX 213 482-0016
Bureau Chief, Vacant.....	213 482-0001
Director of Systems, Greg Wilcox.....	213 275-3449

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OPERATIONS AND INFRASTRUCTURE DIVISION

201 N. Figueroa Street, 9 th Floor, Los Angeles 90012.....	FAX 213 482-0016
Division Chief, Ling Ke.....	213 482-0026
TECHNICAL SUPPORT HELP DESK (Internal Users Only) Room 940....	213 275-3434

SOFTWARE DEVELOPMENT DIVISION

201 N. Figueroa Street, 9 th Floor, Los Angeles 90012.....	FAX 213 482-0016
Division Chief, Jeanne Ly.....	213 482-0046

CUSTOMER ENGAGEMENT DIVISION

201 N. Figueroa Street, 9 th Floor, Los Angeles 90012.....	FAX 213 482-0016
Division Chief, Minh Ong.....	213 482-0029

ADMINISTRATION DIVISION

201 N. Figueroa Street, 9 th Floor, Los Angeles 90012.....	FAX 213 482-0016
Division Chief, Hana Ngo.....	213 482-7441

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