

Encroachment Process

Where to Apply

221 N. Figueroa Street, Suite 1600, Los Angeles, CA 90012

Accepting drop off @ lobby or by mail only

Hours of Public Counter Operation

Closed Until Further Notice

What Is an Easement or Rights?

The Los Angeles Department of Water and Power maintains and operates an electrical and a water system of grids throughout the City of Los Angeles. In order to secure access and rights on private property, the Department is given either, easements in perpetuity or right of ways by landowners both recorded and un-recorded.

These easements are called P.U.E. (public utility easement) or waterline easement or right-of-ways and have various widths and vary from property to property. These easements give us the right to install, maintain, upgrade and have access. We own the easement not the property, we have the right to say what can be built or not built on said easement or right of way.

Who Needs a Clearance from Us?

If a landowner is constructing anything or doing a change of use, within 10 feet of our easement OR in our easement or anywhere within 10 feet of our poles or equipment.

He/She must apply for a clearance by submitting an encroachment application.

There are other uses for the encroachment process:

- Relocate or remove any equipment on their property
- Request a quitclaim of our easement. If granted, there is a separate fee and process for recordation of quitclaim (please read last page).

How Long Does The Process Take?

We are committed to a 6-7 week turn around. Due to COVID-19, you may experience additional delays.

How to Apply

Applicant must bring **2-sets** of hard copies of plans to **SCALE**.

We need:

- Plot Plan or Site Plan - shows the existing condition and proposed project. Plans should include all dimensions for the setbacks and easements, if known. Plan should be plotted at full scale.
We do not accept faxes or reduced copies.

Encroachment Process

- Elevations - All elevations of project in or near our easement. Please include all height dimensions, pool equipment, roof height, deck banisters, or any construction that comes close to the electrical lines.
- If project will require subterranean parking or any underground installations, please include the elevations or cross sections, including parking layout.
- Customer will need to fill out encroachment form which can be completed at counter or ahead of time.

Who Can Apply

Any representative of the project in question can apply; it does not have to be the owner. Also, request for encroachment clearance can be done before project goes to Building and Safety **is recommended**.

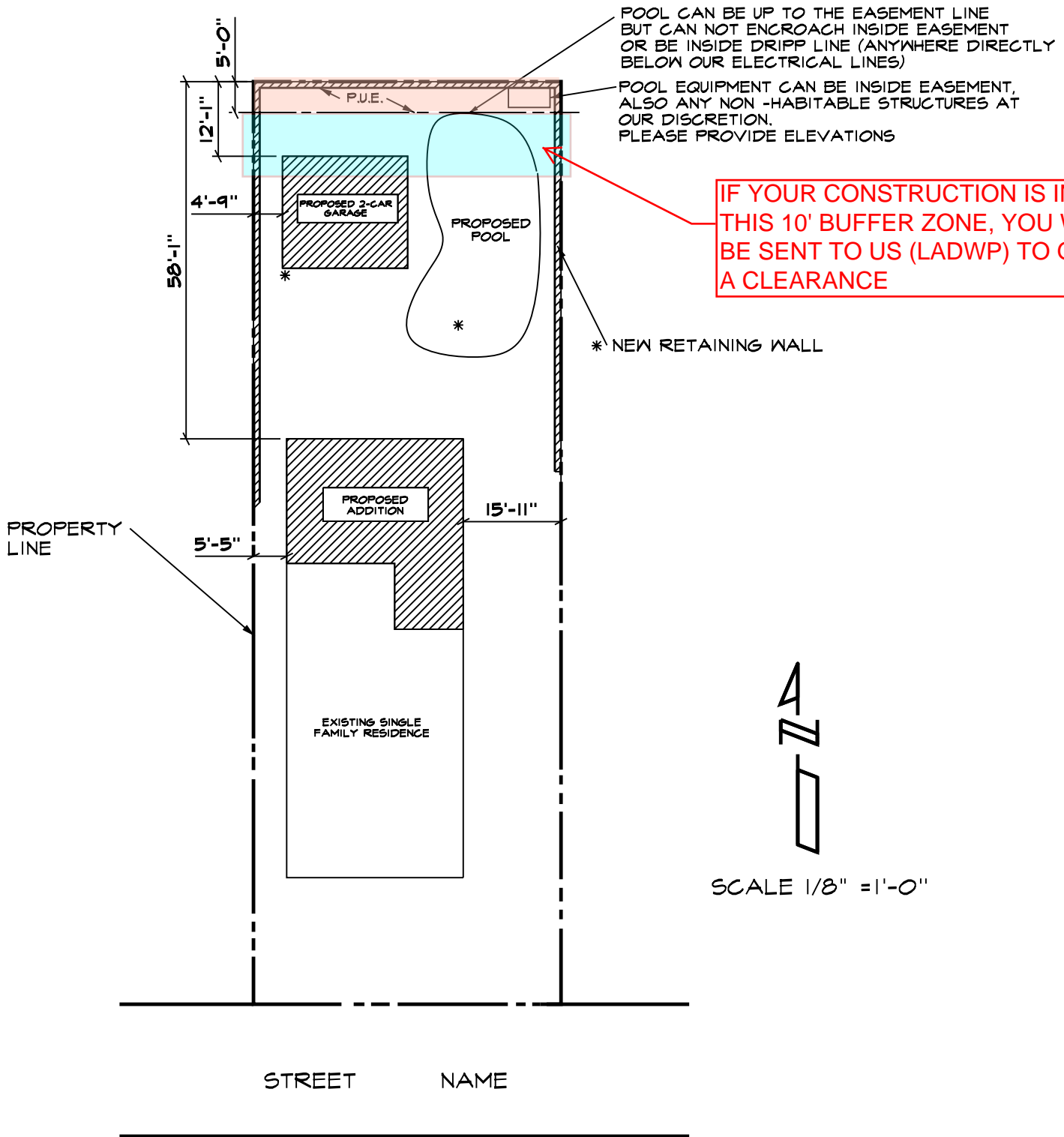
How Much Does It Cost?

There is no cost for the clearance process. Only if the customer needs us to relocate or move any of our equipment, an engineering fee is required (non-refundable) upon final payment clearance is released.

Can I Apply Online?

This service is currently unavailable.

Please contact us at (213) 367-0562 for any inquiries.



IF YOUR CONSTRUCTION IS IN THIS 10' BUFFER ZONE, YOU WILL BE SENT TO US (LADWP) TO GET A CLEARANCE

POOL CAN BE UP TO THE EASEMENT LINE BUT CAN NOT ENCR OACH INSIDE EASEMENT OR BE INSIDE DRIPP LINE (ANYWHERE DIRECTLY BELOW OUR ELECTRICAL LINES)

POOL EQUIPMENT CAN BE INSIDE EASEMENT, ALSO ANY NON -HABITABLE STRUCTURES AT OUR DISCRETION. PLEASE PROVIDE ELEVATIONS

* ANY CONSTRUCTION WITHIN 10' OF OUR EASEMENT OR IN OUR EASEMENT REQUIRES ENCROACHMENT CLEARANCE FROM LA DEPT. OF WATER AND POWER

MINIMUM REQUIREMENT FOR PLOT PLAN SUBMITTAL TO DEPARTMENT OF WATER AND POWER ENCROACHMENTS

Encroachment Application

Los Angeles Department Of
Water & Power (LADWP)
Real Estate Group
221 N. Figueroa St., Ste. 1600
Los Angeles, CA 90012

Map #: _____ - _____	Date: _____
District: _____	Real Estate File #: _____
	WMIS#: _____
<input type="checkbox"/> Check this box if application was previously submitted. Previous WMIS# _____	

Building & Safety Application No. _____ - _____ - _____

Other Permit No. _____

Required for LADWP electronic clearances of Building & Safety permits.

I am the Owner / Agent of certain real property described as:

Lot(s): _____ Block: _____ Tract: _____
Address: _____ T.G. Page #: _____

I am requesting that the Los Angeles Department of Water and Power:

Grant me permission to construct/install _____

On/near a portion of the easement(s) as shown on the enclosed plans (2 copies).

Abandon and/or quitclaim all/a portion of the easement(s) as recorded in:
Book _____, Page(s) _____ of _____ within the above described lot(s).

Relocate the LADWP's _____ near/within the above described lot(s).

**Include 2 sets of full scale plans
(Site, Exterior Elevation, Survey, and Subterranean if applicable)**

() - _____ ext. _____

(Print owner's name & no. if different from applicant)

(Applicant-Print Name)

Not accessible by LADWP personnel during
normal working hours (i.e. loose dogs, locked gates,
etc.) or if a field meet is required.

Contact person:

Name: _____

Home/Work: () - _____ ext.

Cell: () - _____

Please Do Not Write in the Boxed Area - For LADWP Use Only

Real Estate Doc. No.	Type Of Document	Date	Recording Data	Width Of Easement

Mail All Correspondence to:

Phone: () - _____
 () - _____
Fax: () - _____
Email: _____

Encroachment Process

What is a Quitclaim?

On customer property where the Department (LADWP) owns any type of **recorded** easement, the customer has a right to ask for it back if we no longer have use of said easement.

Typical Easements Owned by LADWP

(HANDLED THROUGH THIS PROCESS)

- Public Utility Easement (P.U.E.) usually for overhead or underground power equipment, but not limited to power.
- Water utility easement, used only for Water equipment needs, mostly underground lines

(NOT HANDLED THROUGH THIS PROCESS)

- Power un-recorded easements, this type are generally negotiated between owner and Department when new service or relocation is needed on land where we have no Department easements. These easements are enforced the same as recorded, except when we remove our equipment, the easement goes away automatically, “no need for quitclaim.”
- The Department has purchased special purpose easements over various properties over various years. Customer will be informed if the request falls in this category and will be given contact information for the section handling their type of request. Be aware that these types of easements will need an appraisal for fair-market evaluation for sell back cost, which does not include recording fees.

How Long Does It Take To Get An Answer?

The process takes 4-weeks +/- to get an answer. Typically, it will be a yes or no. In some cases, the customer is given the option of removing our equipment at a cost to customer and then we will grant the quitclaim.

Once Approved How Much Does It Cost?

At the present time, the cost is \$6,420.00. Which includes all paperwork necessary to record the quitclaim, including approval by our Energy Efficiency Commission, Board of Water and Power and but not limited to City Council final approval.

How Long Does It Take for Final Recordation?

15 months +/-

In general, a quitclaim recordation (beginning to end) can take up to 15 months.