This directory is designed to:

1. Give users direct access to the Department’s top-level management and supervisory personnel, and
2. To see where the managers and supervisors fit into the Department’s chain-of-command structure.

FOR AUTOMATED INSPECTION REQUESTS ONLY, YOU MAY CALL TOLL FREE FROM ANYWHERE IN LOS ANGELES COUNTY:
1-888-524-2845
OR
OUTSIDE LOS ANGELES COUNTY
213-482-0000
TDD Line 888-833-8389

FOR ALL OTHER SERVICES OR INFORMATION WITHIN THE CITY OF LOS ANGELES
3-1-1
OR
OUTSIDE LOS ANGELES CITY
1-213-473-3231

For more information regarding the Los Angeles Department of Building and Safety, please visit www.ladbs.org.
<table>
<thead>
<tr>
<th>PERMIT/DEVELOPMENT SERVICES OFFICES</th>
<th>INSPECTION OFFICES</th>
<th>CODE ENFORCEMENT OFFICES</th>
</tr>
</thead>
<tbody>
<tr>
<td>DEVELOPMENT SERVICES CASE MANAGEMENT DIVISION</td>
<td><strong>INSPECTION BUREAU</strong> 221 N. Figueroa Street, 7th, 8th and 12th Floors Los Angeles, CA 90012 Bureau Management – 8th Floor Commercial Inspection, Building Insp. Division - 7th Floor (Electrical, HVAC, Plumbing, Fire Sprinkler &amp; Mechanical) Materials Control – 7th Floor Special Events – 7th Floor Investigations/Earthquake Safety/Hi-Rise Retrofit – 7th Floor Certified Licensing Contractor – 7th Floor Trade Licensing – 7th Floor Residential Inspection – 8th Floor Elevator and Pressure Vessels – 8th Floor Inspection Case Management – 8th Floor Restaurant and Small Business Express Program (RSBEP) – 8th Floor Inspections and Investigations – 8th Floor Training and Emergency Management Division – 8th Floor Grading and Engineering Inspection – 12th Floor</td>
<td><strong>CODE ENFORCEMENT BUREAU</strong> 221 N. Figueroa Street, 11th and 12th Floors Los Angeles, CA 90012 CENTRAL REGION Centralized Specialty Division – 11th Floor Administration and Liens – 11th Floor Pro Active Code Enforcement – 11th Floor Vacant Building Abatement – 11th Floor Signs-Enforcement &amp; New – 11th Floor Off-Site Signs Program – 11th Floor General Code Enforcement – 11th Floor Annual Inspection Monitoring – 11th Floor Local Enforcement Agency – 12th Floor 2130 E. 1st Street – 4th Floor, Suite 2101 Los Angeles, CA 90033 CEIS Development Team 201 N. Figueroa Street, 9th Floor Los Angeles, CA 90012</td>
</tr>
<tr>
<td>METRO DEVELOPMENT SERVICES CENTER</td>
<td><strong>VAN NUYS INSPECTION DIVISION</strong> 6262 Van Nuys Boulevard, Ste. 200 Van Nuys, CA 91401 19040 Vanowen Street Reseda, CA 91335 Residential Inspection</td>
<td><strong>NORTH REGION</strong> Van Nuys City Hall 14410 Sylvan Street, Suite 105 Los Angeles, CA 91401</td>
</tr>
<tr>
<td>201 N. Figueroa Street, 4th Floor Los Angeles, CA 90012 Permit and Engineering Bureau Administration – 10th Floor Records Research and Express Permits – 1st Floor Counter Plan Check – 4th Floor (Electrical and Mechanical) Electrical and Mechanical Engineering – 5th Floor Green Buildings – 5th Floor Disabled Access Appeals – 8th Floor Structural Engineering Research – 8th Floor Board of Building and Safety Commission Office – 10th Floor Structural Plan Check – 8th Floor</td>
<td><strong>SAN PEDRO COMMERCIAL &amp; RESIDENTIAL INSPECTION DIVISIONS</strong> 638 S. Beacon Street, 2nd Floor San Pedro, CA 90731</td>
<td><strong>SOUTH REGION</strong> 1968 W. Adams Blvd. Los Angeles, CA 90018 4301 S. Central Avenue Los Angeles, CA 90011 221 N Figueroa Street, 11th Floor Los Angeles, CA 90012 7166 Manchester Avenue, Suite 10A Los Angeles, CA 90045 638 Beacon Street, Suite 276 San Pedro, CA 90731</td>
</tr>
<tr>
<td><strong>VAN NUYS DEVELOPMENT SERVICES CENTER</strong> 6262 Van Nuys Boulevard, 2nd Floor, Room 251 Van Nuys, CA 91401</td>
<td><strong>SOUTH LOS ANGELES DEVELOPMENT SERVICES CENTER</strong> 1968 W. Adams Blvd. Los Angeles, CA 90025</td>
<td><strong>TEST LAB</strong> Electrical Testing Lab 201 N. Figueroa Street, Suite 500, Los Angeles, CA 90012 Mechanical Testing Lab 201 N. Figueroa Street, Suite 500, Los Angeles, CA 90012</td>
</tr>
<tr>
<td><strong>WEST LOS ANGELES DEVELOPMENT SERVICES CENTER</strong> 1828 Sawtelle Boulevard, 2nd Floor Los Angeles, CA 90025</td>
<td><strong>SAN PEDRO DEVELOPMENT SERVICES CENTER</strong> 638 S. Beacon Street, 2nd Floor, San Pedro, CA 90731</td>
<td><strong>SAN PEDRO DEVELOPMENT SERVICES CENTER</strong> 638 S. Beacon Street, 2nd Floor, San Pedro, CA 90731</td>
</tr>
<tr>
<td><strong>SOUTH LOS ANGELES DEVELOPMENT SERVICES CENTER</strong> 1968 W. Adams Blvd. Los Angeles, CA 90018</td>
<td><strong>VAN NUYS INSPECTION DIVISION</strong> 6262 Van Nuys Boulevard, Ste. 200 Van Nuys, CA 91401</td>
<td><strong>SOUTH LOS ANGELES DEVELOPMENT SERVICES CENTER</strong> 1968 W. Adams Blvd. Los Angeles, CA 90018</td>
</tr>
</tbody>
</table>
## TELEPHONE DIRECTORY INDEX

### DEPARTMENT OF BUILDING AND SAFETY
- **Executive and Bureau Management** ................................................. Chart 1
- **Government and Community Relations Division** .......................... Chart 2
- **Personnel Services** ................................................................. Chart 3

### PERMIT AND ENGINEERING BUREAU
- **Permit and Engineering Bureau Management** ................................. Chart 4
- **Development Services Case Management Division** .......................... Chart 5
  - **Case Management** .................................................................. Chart 5
  - **Preliminary Review** ............................................................... Chart 5
  - **LAX** ..................................................................................... Chart 5
- **Structural Plan Check Division** ..................................................... Chart 6
  - **Metro and ePlan Check** ............................................................ Chart 6
  - **Van Nuys District Office** .......................................................... Chart 6
  - **West LA District Office** ........................................................... Chart 6
- **High-Rise and Seismic Retrofit Division** ......................................... Chart 7
  - **Soft-Story Retrofit Program** ..................................................... Chart 7
  - **High-Rise and Non-Ductile Concrete Buildings** ............................. Chart 7
  - **Building Research** ................................................................. Chart 7
- **Structural Plan Check Counter Division** ......................................... Chart 8
  - **Metro Plan Check** .................................................................. Chart 8
  - **South LA District Office** ........................................................... Chart 8
  - **Van Nuys District Office** .......................................................... Chart 8
  - **West LA District Office** ........................................................... Chart 8
  - **San Pedro District Office** .......................................................... Chart 8
  - **Concierge Services** ................................................................. Chart 8
- **Green/Electrical/Mechanical (GEM) Plan Check Division** ................. Chart 9
  - **Green Building Plan Check / Inspection** ..................................... Chart 9
  - **Mechanical Plan Check and Test Lab** ......................................... Chart 9
  - **Electrical Plan Check and Test Lab** ............................................ Chart 9

### INSPECTION BUREAU
- **Commercial Building Inspection** ............................................... Chart 10
- **Elevator and Pressure Vessel** ....................................................... Chart 10
- **Commercial Inspection** ............................................................. Chart 11
- **Residential Inspection** ............................................................... Chart 12
- **Plumbing, Heating and Fire Sprinkler / Electrical** ........................... Chart 12
- **Metro / Van Nuys / West LA / San Pedro** ........................................ Chart 12
- **Grading Engineering and Inspection** ........................................... Chart 12
- **Training and Emergency Management Division** ............................ Chart 12

### CODE ENFORCEMENT BUREAU
- **Citywide Signs Code Enforcement** .............................................. Chart 13
- **General Enforcement and Annual Inspection Monitoring** ................ Chart 13
- **Citywide Pro-Active Code Enforcement** ........................................ Chart 13
- **Citywide Vacant Building Abatement and Foreclosure Registry Program** Chart 13
- **Environmental Affairs Division, Local Enforcement Agency** .............. Chart 14

### RESOURCE MANAGEMENT BUREAU
- **Administrative Services Division** ................................................... Chart 15
- **Financial Services Division** .......................................................... Chart 15
- **Risk and Records Management Division** ....................................... Chart 15

### TECHNOLOGY SERVICES BUREAU
- **Customer Engagement Division** ..................................................... Chart 16
- **Application Services Division** ....................................................... Chart 16
- **Operations and Infrastructure Division** .......................................... Chart 16
- **Administration Division** ............................................................. Chart 16
GOVERNMENT & COMMUNITY RELATIONS
DIVISION
CHARMIE HUYNH, Director
(213) 482-0440
carmie.huynh@lacity.org

SPECIAL ASSISTANCE TO EXECUTIVE OFFICE
MICHAEL PEREZ
Struc Engr Asst III
(213) 482-6520
michael.x.perez@lacity.org

CAROLYNN JUACALLA
Struc Engr Asst II
(213) 482-0586
carolynn.nepomuceno@lacity.org

CELESTE NGUYEN
Struc Engr Asst II
(213) 482-6855
celeste.morris@lacity.org

BUILDLA
KAREN PENERA
Project Manager
(213) 482-6749
karen.penera@lacity.org