

B-PERMIT PLAN CHECK MANUAL

14. PLAN SUBMITTAL AND PROCESSING

The procedures for plan submittal and processing must be followed in order to assure compliance with the LAMC and other rules. Skipping required actions will delay the permit and plan processing for the owner/applicant.

14.1 REQUIREMENTS FOR BOND ESTIMATE

The first B-Permit application from the applicant will be for a bond estimate only. The private engineer must bring the following:

1. A B-Permit Application signed by the owner. The only parts of the application that are to be filled out are the private engineer and owner information.
2. A check for \$1,500.00.
3. Two (2) sets of plans for the proposed public improvement.
4. Final conditions of approval from the Department of City Planning.
5. A quantity sheet listing the amounts of various types of improvements to be done.

THE PLANS THAT ARE SUBMITTED FOR ESTIMATING ARE ONLY USED FOR ESTIMATES.

Make a copy of the check and application and this becomes a receipt for the engineer or owner until the project is given a title and number. Then ring up the transaction in the cash register. (See [Exhibit No. 1](#))

Bond estimates are for developments that require major improvements. The improvements that are explained in the conditions are usually street lighting, sewers, storm drain and street. If there is not any widening, street lighting is not required, the improvements can be done under an A- Permit.

The requirements for bond estimate are on Sheet 1 of the permit application.

Upon completion of the estimate, the engineer of record will be contacted with the bond amount as well as the deposit amounts for plan check and inspection.