


**CITY OF LOS ANGELES**  
**INTER-DEPARTMENTAL CORRESPONDENCE**

DATE: June 4, 2014

C.F. 14-0600-S14

TO: Honorable Jose Huizar  
 Chair, Planning and Land Use Management Committee

C/o Sharon Gin, Legislative Assistant  
 Office of the City Clerk  
 City Hall, Room 395

FROM: Raymond S. Chan, C.E., S.E.   
 General Manager, Department of Building and Safety

**SUBJECT: FISCAL YEAR 2014-15 ADOPTED BUDGET RECOMMENDATION TO REPORT  
 BACK ON CODE ENFORCEMENT SPECIAL CASES IDENTIFIED BY COUNCIL  
 OFFICES**

LADBS' Code Enforcement Bureau (CEB) receives over 23,000 complaints per year and prioritizes each inspection response. There is currently a computerized system in place that assigns the appropriate priority for each complaint depending on the nature of the alleged violation(s). Each complaint is prioritized in one of three categories by potential hazardousness at the time they are received by CEB. Following is a brief description of each category.

1. High Priority violations are situations that are potentially hazardous requiring immediate inspection (e.g., if a Present, Imminent, Extreme and Hazard exists, open excavation, missing pool enclosure, etc.)
2. Medium Priority violations require an inspection within three business days (e.g., construction in progress without permits, unapproved use of building or land, etc.)
3. Low Priority violations are inspected as time allows (e.g., property maintenance, auto repair on a residential property, open storage, inoperable vehicle storage, over height fence, etc.)

CEB assigns specific inspectors, supervisors and managers to each of the 15 Council Districts (see attached current organizational chart). District inspectors are available to discuss and assist with special enforcement needs at all times. Further, CEB managers meet with each Council District periodically to explain CEB services, discuss specific enforcement cases, and identify district enforcement needs and priorities.

As necessary, CEB staff regularly utilize the assistance of the Los Angeles Police Department, Los Angeles City Attorney, and other city departments and/or outside agencies to investigate complaints, collect evidence and gain compliance when violations occur.

Please contact Frank Bush, Chief of LADBS' Code Enforcement Bureau at (213) 252-3904 should you need additional information regarding this response. If I may be of assistance, please contact me at (213) 482-6800.

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c: Gerry Miller, Chief Legislative Analyst  
 Miguel Santana, City Administrative Officer  
 Rick Cole, Deputy Mayor of Budget and Innovation  
 Kelli Bernard, Deputy Mayor Economic Development

**Chart 8**

**CODE ENFORCEMENT BUREAU**  
**FRANK BUSH, Chief**  
 (213) 252-3904  
 Fax (213) 252-3911  
**DAVID LARA, Assistant Chief**  
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 Fax (213) 252-3911

**Principal Clerk**  
**FAITH MAULUPE**  
 (213) 252-3376  
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