



APPLICATION FOR REVIEW OF IMPORT – EXPORT (EFFECTIVE 5/17/2010)

REV: 7/18 GGI-08

SECTION 91.7006.7.5, REQUIRES A PUBLIC HEARING BEFORE THE BOARD OF BUILDING AND SAFETY COMMISSIONERS (BBSC) FOR ANY IMPORT OR EXPORT OF MORE THAN 1,000 CUBIC YARDS OF EARTH MATERIAL IN A GRADING HILLSIDE AREA.

THE FOLLOWING SHALL BE SUBMITTED BY THE APPLICANT TO THE COMMISSION OFFICE:

1. A completed “APPLICATION FOR REVIEW OF TECHNICAL REPORTS AND IMPORT-EXPORT ROUTES” form with a filing fee of \$529.00 for the first 1,000 cubic yards and \$100.00 additional for each 1,000 cubic yard or portion of 1,000 cubic yards, plus surcharges (22% + \$10.00)
2. A copy of the grading plan, showing the location and amounts of cut and/or fill, and export/import amounts.
3. A copy of the Department letter approving soils/engineering/geology reports, when such reports are required pursuant to L.A.M.C. Section 91.7006.2
4. A completed **Haul Route Questionnaire**. The questionnaire shall include the location of borrow and/or dispersal sites, all streets included in the route, the proposed staging area and the maximum gross weight of the trucks when loaded. (ATTACHMENT 1)
5. A completed **City of Los Angeles Environmental Review Questionnaire**. Note: If the Department determines that the proposed grading may not be categorically exempt, then an environmental assessment form (EAF) shall be filed with the Department of City Planning for appropriate action. If your project has received a Mitigated Negative Declaration (MND) or if an Environmental Impact Report (EIR) has been prepared, please provide a copy. (ATTACHMENT 2)

Footnotes:

1. The department shall not accept an application for “import-export” nor shall a grading permit be used until the appropriate agency has filed a “Notice of Determination” approving the project.
 2. The ND, MND or EIR must specifically address the temporary impacts (temporary or cumulative) of the hauling and grading work.
6. One (1) copy of a **300-foot vicinity map** showing all lots within 300 feet of the subject property boundaries. Indicate the location of significant physical features which might have bearing on the proposed hauling and show public facilities such as schools, hospitals, libraries and city parks which are in the vicinity of the project site. (ATTACHMENT 3)
 7. A **list of property owners and three (3) sets of gummed labels** for all parcels shown on the 300-foot vicinity map. The list shall be cross-referenced onto the vicinity map.
 8. **An information accuracy certificate**. (ATTACHMENT 4)
 9. An **8-1/2" x 11" haul route map** of appropriate scale which indicates the location of the project site, showing streets and direction of hauling up to and including the end of the route.

The associated grading permit must be secured within 12 months from the date of Board approval and hauling must commence within 18 months from the date of Board approval. Otherwise, a new Haul Route application and hearing will be required.

If you have any questions regarding the status of your haul route application, after it has been accepted, you may contact the Commission Office, (213) 482-0466.

CITY OF LOS ANGELES
DEPARTMENT OF BUILDING AND SAFETY
Grading Division

District	Log No.
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APPLICATION FOR REVIEW OF IMPORT-EXPORT ROUTES

INSTRUCTIONS

- A. Address all communications to the Grading Division, LADBS, 201 N. Figueroa St., 3rd Fl., Los Angeles, CA 90012
Telephone No. (213) 482-0480.
B. Submit one copy of application with items "1" through "4" and "10" completed.
C. Check should be made to the City of Los Angeles.

1. LEGAL DESCRIPTION Tract: _____ Block: _____ Lots: _____	2. PROJECT ADDRESS: _____
3. OWNER: Address: _____ City: _____ Zip: _____ Phone (Daytime): _____	4. APPLICANT _____ Address: _____ City: _____ Zip: _____ Phone (Daytime): _____ E-mail address: _____

5. GRADING PERMIT APPLICATION #: _____ 6. PLAN CHECK #: _____

7. Status of project: Proposed Under Construction Storm Damage
8. Previous site reports? YES if yes, give date(s) of report(s) and name of company who prepared report(s)

9. Previous Department actions? YES if yes, provide dates and attach a copy to expedite processing.
Dates: _____

10. Applicant Signature: _____ Position: _____

(DEPARTMENT USE ONLY)

REVIEW REQUESTED	FEES	REVIEW REQUESTED	FEES	Fee Due: _____
<input type="checkbox"/> Soils Engineering		No. of Lots		Fee Verified By: _____ Date: _____
<input type="checkbox"/> Geology		No. of Acres		(Cashier Use Only)
<input type="checkbox"/> Combined Soils Engr. & Geol.		<input type="checkbox"/> Division of Land		
<input type="checkbox"/> Supplemental		Other		
<input type="checkbox"/> Combined Supplemental		<input type="checkbox"/> Expedite		
<input type="checkbox"/> Import-Export Route		<input type="checkbox"/> Response to Correction		
Cubic Yards: _____		<input type="checkbox"/> Expedite ONLY		
		Sub-total		
		One-Stop Surcharge		
		TOTAL FEE		

ACTION BY: _____

THE REPORT IS: NOT APPROVED
 APPROVED WITH CONDITIONS BELOW ATTACHED

For Geology	Date
For Soils	Date

CITY OF LOS ANGELES
DEPARTMENT OF BUILDING AND SAFETY

ATTACHMENT 1

HAUL ROUTE QUESTIONNAIRE

JOB ADDRESS: _____

LEGAL DESCRIPTION Tract: _____ Block: _____ Lot(s): _____

IMPORT: _____ cubic yards; EXPORT: _____ cubic yards

From: _____ To: _____
(Address) (Address)

LOADED TRUCK ROUTE: _____

EMPTY TRUCK ROUTE: _____

LOCATION OF STAGING AREA: _____; Max # of trucks staged: _____
(i.e. street name, on site, etc.)

Type of Truck: Bottom Dump; 18-Wheeler; 5-Axle; Truck and Trailer; 10-Wheeler Dump

Total # of trips per day: _____; Truck capacity: _____ cubic yards; Total amount of _____
(a) (b) cubic yards per day (a) x (b) = (c)

Total number of _____; Total Export/ _____ cubic yards; Max Gross _____
(d) Import (c) x (d) Truck Wt.:

Proposed Hauling Days: M T W Th F Sat Sun Hours: From _____ a.m., To _____ p.m.
(check)

Owner's Name: _____ Telephone: _____ (alt): _____

Address: _____
Street City Zip Code

Applicant's Name: _____ Telephone: _____ (alt): _____

Address: _____
Street City Zip Code

Hauling Contractor's Name: _____ Telephone: _____

Address: _____
Street City Zip Code

Applicant's Signature Print Name Date

CITY OF LOS ANGELES
DEPARTMENT OF BUILDING AND SAFETY

ATTACHMENT 2

ENVIRONMENTAL REVIEW QUESTIONNAIRE

JOB ADDRESS: _____

Briefly describe the complete project and include the proposed amount of Import/Export of soil for hauling and the number of residential units, if applicable:

DEPARTMENT OF CITY PLANNING OR PUBLIC WORKS USE ONLY:

- The Department of City Planning has analyzed this project, which includes the import/export of soil and hauling, and pursuant to State and City Environmental Quality Act (CEQA) Guidelines, has determined it qualifies for a Categorical Exemption (CE) per the attached Notice of Exemption. (Case No. _____)

The Notice of Exemption references the following amount of import/export of soil to be hauled: _____ cubic yards

- The Department of City Planning or Public Works has analyzed this project, which includes the import/export of soil and hauling, and pursuant to State and City Environmental Quality Act (CEQA) Guidelines, has prepared or has had another agency prepare the ATTACHED Mitigated Negative Declaration (MND). (Case No. _____)

The circulation end date for the above mentioned MND is: _____

The MND references the following amount of import/export of soil to be hauled: _____ cubic yards

Mitigated measures for hauling are found on the following MND pages : _____

Check one of the following boxes:

- No Comments were received during the circulation period.
- Yes, Comments were received during the circulation period. These comments and written responses from the agency that prepared the MND are ATTACHED with the MND referenced above.

- The Department of City Planning or Public Works has analyzed this project, which includes the import/export of soil and hauling, and pursuant to State and City Environmental Quality Act (CEQA) Guidelines, has prepared or has had another agency prepare the ATTACHED Environmental Impact Report (EIR). (Case No. _____)

The circulation end date for the above mentioned EIR: _____

The EIR references the following amount of import/export of soil to be hauled: _____ cubic yards

Mitigated measures for hauling are found on the following EIR pages: _____

Check one of the following boxes:

- No Comments were received during the circulation period.
- Yes, Comments were received during the circulation period. These comments and written responses from the agency that prepared the EIR are ATTACHED with the EIR referenced above.

Print: Name of Planning/Public Works staff

Signature

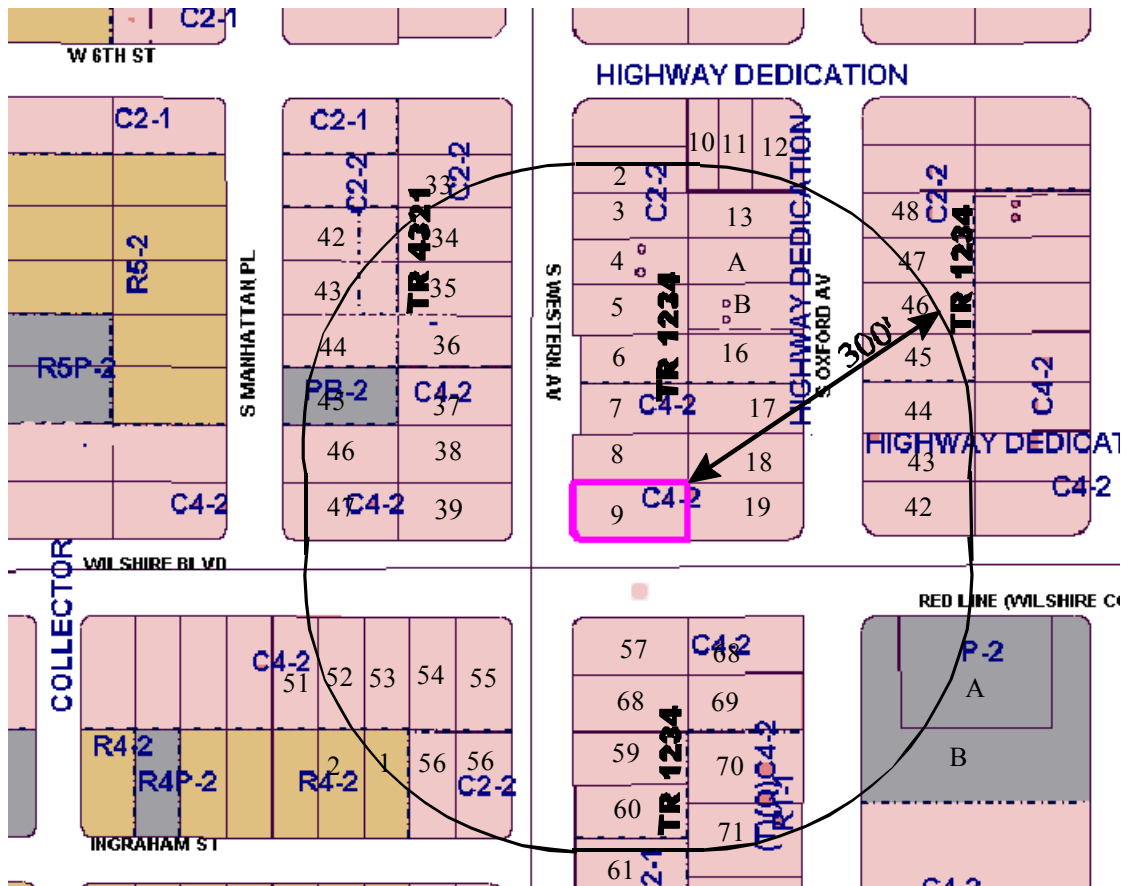
Date

Telephone Number

**CITY OF LOS ANGELES
DEPARTMENT OF BUILDING AND SAFETY**

ATTACHMENT 3

300 FEET RADIUS MAP SAMPLE



Indicate the location of significant physical features which might have bearing on the proposed hauling and show public facilities such as schools, hospitals, libraries and city parks which are in the vicinity of the project site.

RADIUS MAP: Identifies all the properties within 300 feet of the property.

THREE SETS OF LABELS: Labels must contain the current owner's name and mailing address of each lot within the area circumscribed by the 300' radius. Labels must be cross-referenced to the radius map so the owner of each lot can be identified in relationship to the map.

CITY OF LOS ANGELES
DEPARTMENT OF BUILDING AND SAFETY

ATTACHMENT 4

INFORMATION ACCURACY STATEMENT

I hereby certify that, to the best of my knowledge, the attached vicinity map correctly depicts the notification area required by Section 91.7006.7.5 of the Los Angeles Municipal Code. Further, I hereby certify that, to the best of my knowledge, as of _____, the attached list correctly identifies the names and addresses of the latest owners of the properties indicated on the attached vicinity map.
*(date list was obtained *)*

Signature

Print Name

Date

* The list must be no older than six months at the time of application.