

Owner Name:

Mailing Address:

City, State, Zip Code:

Owner's Phone Number:

Date:

City of Los Angeles, Department of Public Works, Bureau of Engineering

District Office:

Reference: Letter of Intent to Comply with LAMC 12.37 Highway Dedication Requirements/Obligations

Dear District Engineer:

I would like to request a Highway Dedication Clearance on the Clearance Summary Worksheet that is part of my Building Permit Application for the following subject address:

Per [LAMC 12.37- Highway and Collector Street Dedication and Improvement](#), I will comply with the terms on the said mentioned code and I understand that if I do not fulfill my obligation(s), my Temporary Certification of Occupancy and/or Final Occupancy will not be cleared by the Department of Public Works, Bureau of Engineering.

Thank you for your consideration in this matter.

Regards,

This form can be emailed or sent hard copy to the District office identified above.

- **Central District:** 201 N. Figueroa St., 3rd Floor, Los Angeles, CA 90012 (213) 482-7030
Eng.CenInfo@lacity.org
- **West LA District:** 1828 Sawtelle Blvd., 3rd Floor, Los Angeles, CA 90025; (310) 575-8384
Eng.WLAInfo@lacity.org
- **Harbor District:** 638 S. Beacon St., 4th Floor, Los Angeles, CA 90073; (310) 732-4677
Eng.HarborInfo@lacity.org
- **Valley District:** 6262 Van Nuys Blvd., Suite 251, Los Angeles, CA 91401; (818) 374-5090
Eng.ValleyInfo@lacity.org

NOTE: A Notary Acknowledgment Form shall accompany this document.