Instructions for the Petition

1. The petition form must contain a description of the improvements proposed for the area.

2. A map or sketch must accompany the form showing the properties that would be assessed for the cost of the improvement.

3. A pamphlet explaining assessments and the assessment process should be included.

4. A preliminary range of cost for an average size lot, which may differ from the cost range published in the brochure, must accompany the form.

5. The nearest Bureau of Engineering District Office can help you with this information which, in compliance with instructions (C.F. 84-0407) from the City Council, must be incorporated with the petition prior to its circulation.

6. The Engineering District Offices are located at:

HARBOR
638 S. Beacon Street, Suite 402
San Pedro, 90731-3346
(310) 732-4463

VALLEY
6262 Van Nuys Blvd., RM. 351
Van Nuys, CA 91401
(818) 374-4600

WEST LOS ANGELES
1828 Sawtelle Boulevard, 3rd floor
Los Angeles, CA 90025-5516
(310) 575-8381

CENTRAL
201 N. Figueroa Street, 3rd Floor
Los Angeles, CA 90012
(213) 482-7049

BUREAU OF STREET LIGHTING
Assessment Engineering Division
1149 S. Broadway, Suite 200
Los Angeles, CA 90015
(213) 847-1345

7. Return the appropriately annotated petition form to the referenced issuing office within one year of the referenced petition issuance date, with valid signatures from owners of over 50% of the area.

City of Los Angeles
DEPARTMENT OF PUBLIC WORKS

PETITION FOR PUBLIC IMPROVEMENT

The undersigned owners of property fronting on

hereby petition the Los Angeles City Council to order the following improvements:

Γ STREET IMPROVEMENTS: pavement ___ curb ___ gutter ___ sidewalk ____ driveways ____ streetlights
street trees _____ storm drain ____ water system ____ landscaping

Γ SANITARY SEWERS

Γ ALLEY IMPROVEMENT

Γ CONVERSION OF EXISTING OVERHEAD UTILITIES TO UNDERGROUND (Chapt. 28)

Γ OTHER _____

_____
(PROPOSED JOB TITLE)

This improvement may include such pavement, curbs, gutters, sidewalks, sewers, storm drains, culverts, water mains, streetlights, street trees, and other work as may be deemed necessary by the City Council to complete this improvement.

NOTICE TO PETITIONERS

This Petition should contain a brief description of the improvement and be accompanied by a sketch of the benefit district boundary and a preliminary estimate of the cost of the benefit for an average size lot (this can be obtained from a Bureau of Engineering office.) For prompt and assured consideration, return this petition to the issuing office shown below within one year of issuance, with valid signatures from owners of over 50% of the area. If the petition is in order, it will be sent to the City Council, which may grant or deny it. If this improvement is authorized by the City Council, the owners of all property to be assessed will be sent ballots to vote on the improvement and a notice of the date set for public hearing of protests. To receive a ballot and a notice, names of the owners of the property must appear on the ownership records of the City Clerk, 201 North Figueroa Street, Room 730, Los Angeles, CA 90012. The cost of improvements ordered by the City Council will be assessed upon all the properties within the benefit district boundary in proportion to the benefits received from the improvements as determined by the City.

At least ..... months may be required between the time this petition is filed and the time construction starts.

SIGNATURE OF PROPERTY OWNER	OWNER=S ADDRESS	PHONE	PROPERTY IN DISTRICT		
			LOT	BLOCK	TRACT NO.

This section should be prepared by the Bureau of Engineering.
This petition was prepared on _____ 20 ____ By the Bureau of Engineering

(Address) (Division/District Office)

At the request of:

(Name)

_____ Zip Code _____ Phone

(Address)

Returned to Div./Dist. Office

(Date)

Eng. 3.677ÄÄRev. 5-99

(FILLERS)

City of Los Angeles

DEPARTMENT OF PUBLIC WORKS

BUREAU OF ENGINEERING

SIGNATURE OF PROPERTY OWNER	OWNER'S ADDRESS	PHONE	LOT	BLOCK	TRACT