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April 5, 2013

CF No. 13-0046

Honorable City Council Members
of the Planning and Land Use Committee
200 N. Spring Street, Room 395
Los Angeles, CA 90012

Honorable Council Members:

PROPOSED REALIGNMENT OF CITY DEPARTMENTS

Pursuant the action adopted by the City Council at its meeting of February 12, 2013, under Council File No. 13-0046 relative to *"recommendations and a framework for establishing a streamlined system to provide oversight of land use and planning administration"*, led by Councilmember Englander and seconded by Councilmember Krekorian, at the January 29, 2013, Planning and Land Use Management Committee meeting, which states,

1. *"DIRECT the Department of City Planning (DCP) and the Los Angeles Department of Building and Safety (LADBS), with the assistance of the City Administrative Officer (CAO) to report back within 30 days with recommendations and a framework for establishing a streamlined system to better improve service delivery."*; and
2. *"INSTRUCT the Los Angeles Department of Transportation and the Department of Public Works, and other City departments as necessary, to work with the CAO to provide recommendations of additional organizational efficiency that can be achieved in combination with the services provided by the DCP and the LADBS."*

And further pursuant to Councilmember Englander's Budget Instruction of May 21, 2012, to the Planning Department, under File No. 12-0600-S97, on *"assuming the Plan Check and Inspection functions from the Department of Building and Safety"*,

THE DEPARTMENT OF CITY PLANNING AND THE DEPARTMENT OF BUILDING AND SAFETY, JOINTLY RECOMMEND:

1. **Direct** the City Administrative Officer to retain a management consultant to work with the Director of Planning or his designee(s) and the General Manager of the Department of Building and Safety or his designee(s), to develop a plan to fully integrate the planning and development functions recommended in this report.
2. **Direct** the City Administrative Officer to conduct a financial analysis of fiscal and organizational impacts associated with departmental consolidation, and assist in the development and administration of the budget and work programs accordingly.
3. **Direct** the Personnel Department and the City Administrative Officer to analyze necessary position authorities, job classifications, and civil service requirements for new and transferred positions required to staff the consolidated Department of City Planning and Development.
4. **Direct** the Department of City Planning, in cooperation with the City Attorney's Office, to prepare any and all code amendments including but not limited to, to Chapter 1, Article 2 and Chapter 9, Articles 1 through 9, of the Municipal Code to transfer all functions from the Department of Building and Safety to a new City Planning and Development Department.
5. **Direct** the Department of Building & Safety and other affected Departments (such as the Department of Transportation, Fire Department, Bureaus of Engineering and Contract Administration), working in conjunction with the City Administrative Officer and the Department of City Planning, to ensure a smooth transition of authority and work program, including preparation of documents to analyze current plan check and inspection work load and all other specific tasks to be transferred and/or consolidated.
6. **Direct** the General Services Department to work with the Planning Department, the Department of Building & Safety and other affected Departments (such as the Department of Transportation, Fire Department and Bureaus of Engineering and Contract Administration), in order to facilitate the relocation of staff into Figueroa Plaza.

Sincerely,



MICHAEL J. LOGRANDE
Director of Planning
Department of City Planning

Attachment:

Report to the Planning & Land Use Management Committee, dated April 5, 2013