



**COUNTY OF LOS ANGELES
COMMUNITY-SERVING SMALL BUSINESS CONCIERGE SERVICE QUESTIONNAIRE**

Instructions: This questionnaire shall be completed by the small business applicant along with the Los Angeles County Planning's Base Application. The Department of Economic Opportunity will confirm the business qualifies for this service. Submit the questionnaire as an attachment with the Base Application in Epic-LA (https://epicla.lacounty.gov/help/small_business_help.html) or as directed by program staff. The applicant will be notified whether the project qualifies for the service. A pre-counseling meeting will be scheduled for qualifying projects for assistance with the permit process.

For any questions, please email osb@opportunity.lacounty.gov

PROJECT ADDRESS: _____ CITY/LOCALITY: _____

ASSESSOR PARCEL NUMBER: _____ APPLICANT NAME: _____

EMAIL/PHONE: _____

SCOPE OF WORK: _____

CHECK ANY OF THE BELOW QUALIFIER THAT APPLIES TO THE PROJECT

- Projects that create climate-resilient jobs leading to a reduction in greenhouse gas emissions
- Projects that create opportunities for wealth-building through small business ownership and development while prioritizing community benefits for historically marginalized communities
- Prioritize projects and opportunities to enhance and improve environmental quality in communities disadvantaged by persistent pollution and health risk challenges according to CalEnviroScreen Data
- Prioritize projects for individuals in highest-need census tracts according to the COVID-19 Vulnerability and Recover Index
- Projects that allow for employee-ownership of shared business ownership models
- Projects that support microentrepreneur restaurants and bars including small craft brewers

BUILDING PERMIT QUESTIONS

YES NO

- Does the proposed work involve a new building, a new structure, an addition and/or an alteration to a building?.....
- Does the proposed work change the occupancy type or increase the occupant load of a building?
- Does the proposed work include grading, changing the existing site drainage, or add impervious areas to the overall site?.....

MECHANICAL PERMIT QUESTIONS

- Is a comfort heating or comfort cooling system(s) being installed with an aggregate capacity of greater than 500,000 BTU/hr?..
- Are any of the following systems being installed: ventilation for vehicle parking or repair, stairway pressurization system, smoke control system, Type I or II hood, dust collection system or fume hood, ventilation system for dialysis center or clinic, refrigeration systems requiring a refrigeration machine room?
- Does the altered or added area involve more than 1000sqft of total heated or cooled area?

ELECTRICAL PERMIT QUESTIONS

- Is the electrical installation rated over 600 Volts?
- Is there any new or altered electrical equipment rated 400 Amps or greater?
- Is the area of work in a hazardous location, such as a gas station, repair garage, woodshop, or spray booth?.....

PLUMBING PERMIT QUESTIONS

Is there a new potable water service or new water branch of 2" or larger?
Is there a new gas service or new gas branch of 2" or larger?
Is there a new drainage system with more than 216 fixture units?
Is a medium or high-pressure gas system altered?
Is there a new seismic gas shut-off valve?
Is there a combination waste/vent system?
Does the roof drainage system run within the building?
Is there a chemical waste system?
Does the building have a dialysis center or clinic?

MISCELLANEOUS BUILDING QUESTIONS

YES NO

Is there a new floor drain?
Is there a new or altered grease interceptor/trap?
Is there any work that affects the public way?

FIRE DEPARTMENT QUESTIONS:

Is there a change to the occupancy classification?
Is there a modification to the building, which expands the footprint or changes the means of egress?.....
Is there a tenant improvement in a sprinklered Group B and M occupancies or any change to an existing fire protection system (fire sprinkler or fire alarm)?.....
Is there storage of combustible material or high piled stock being proposed?.....

PUBLIC HEALTH QUESTIONS

Is the business a restaurant, bar, food market, or involve food preparation, food storage or food sales?
Is the business a massage establishment?
Does the business include the cultivation, distribution, manufacture, or retail sales of cannabis or cannabis products?
Does the business sell tobacco or tobacco products?
Is the business a body art facility (tattooing, piercing, permanent cosmetics, branding)?
Is the business an organized camp or a children's camp?
Does the business include a swimming pool or spa?
Is the business converting non-residential space to an apartment, interim housing, hotel, motel, or boarding home?
Is the business converting one of the above into a different type of the above (e.g., apartment into a hotel or hotel into interim housing)?.....
Is the property served by an onsite wastewater treatment system (septic system)?
Is the property served by a water well?
Does the project include the installation of recycled water or utilize alternate water sources?
Will the business utilize X-rays or other radioactive sources?
Is there a permitted nearby public water system that will meet the water demands of the proposed project?