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February 12, 2025  
Honorable Members of the City Council  
City of Los Angeles  
City Hall, Room 395  
Los Angeles, CA 90012

**SUBJECT: CF 25-0006-S5 | Special Motion 5 / Disaster Recovery Permitting Center / West Los Angeles Office / Los Angeles Department of Building and Safety / Council District 11 / 2025 Windstorm and Wildfire Recovery**

**Dear Honorable Councilmembers,**

In response to the Palisades Fire, the Department of Building and Safety (DBS) was directed by City Council to report back providing information regarding the suitability of the West Los Angeles Building and Safety office to be utilized as a centralized permit operation center. Further, it was to be determined whether the expansion or the improvement of the existing facility would be necessary to meet the anticipated demand to accommodate applications submitted by residents impacted by the Palisades Fire.

In compliance with the Council Motion, the West Los Angeles office has been established as the Los Angeles Wildfire Emergency Permitting Center. There is currently no expansion needed to the facility. The hours of operation will be as follows:

Monday through Friday: 10 am - 8 pm  
Saturday and Sunday: 10 am - 4 pm

No appointment will be required for residents seeking to rebuild properties impacted by the Palisades Fire.

Should you have any questions, please contact Devin Myrick at 213-482-0447 or by email at [Devin.Myrick@lacity.org](mailto:Devin.Myrick@lacity.org).

Respectfully,

*Devin Myrick* for

Osama Younan  
General Manager  
Department of Building and Safety