



CITY OF LOS ANGELES NOTICE OF INTENTION TO DESTROY OBSOLETE RECORDS

*** Records of Department:** Department of Building and Safety

Additional Information: BAS/34 BUILDING BUREAU - ZONING

Submitting Date: 1/22/2020 Email me a copy

*** Quantity:** 25 Boxes

Records Dated From 1/1/1930 **To** 10/16/2012

Description: CORRESPONDENCE & SUBJECT FILES

Attachment: [2 MB max] BAS 34 Building Bureau Zoning 25 Boxes.pdf

Department Authorization

Authorizing Person: Frank Bush **Date:** 03/28/2019

City Clerk Authorization

In accordance with Section 12.5 (d) of the Los Angeles Administrative Code (LAAC) and the Mayor's Executive Directive No. 50, I hereby certify that the attached Request for Authority to Dispose of Obsolete Records has been reviewed by my office and to the best of my knowledge is complete, accurate, and adequate. City Clerk staff have reviewed the request for historical content and removed any items of unique historical value.

Authorizing Person:

PETTY SANTOS

Date Signed:

01/22/2020

APPROVE

REJECT

Signature:

Date of Notification: 01/23/2020 (Records will be held for 60 days from this date).

SUBMIT

CANCEL

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 2/15/2019

Handwritten initials

BOX SUMMARY BY RECORD SERIES:

Summary Page 1 of 1

RECORDS OF: BUILDING AND SAFETY/BUILDING BUREAU/ZONING

/BAS/34/

SCHD ITEM NO.	Record Series Title	From	To	TOTAL RETENTION PERIOD	Total Boxes
X001.	CORRESPONDENCE & SUBJECT FILES	1/1/1930	10/16/2012	AR+2	25

Excluded Boxes:

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION 25

Minus excluded boxes:
(Please line out excluded boxes on the form and note box numbers)

25

TOTAL NUMBER OF BOXES APPROVED FOR DESTRUCTION

=====

Instructions to Departments: Review the box listing pages of this report. Reviewer must initial each page authorized for destruction. Boxes to be retained may be lined out on the page and the total at the bottom of the page and on this summary page adjusted accordingly. Department head must sign this page below. Return report to City Clerk's Office.

DEPARTMENT AUTHORIZATION:

I HEREBY CERTIFY THAT THE ABOVE SUMMARIZED RECORDS, AS DETAILED ON THE ATTACHED REQUEST (FOR AUTHORITY TO DESTROY OBSOLETE RECORDS) ARE SUBMITTED FOR DESTRUCTION IN ACCORDANCE WITH ALL RELEVANT PROVISIONS OF SECTIONS 12.4 AND 12.5 OF THE LOS ANGELES ADMINISTRATIVE CODE, AND SECTION 434 OF THE LOS ANGELES CHARTER WHERE APPLICABLE.

BY (DIV HEAD): *Catherine Al Gasa*
CATHERINE AL GASA

BY (DEPT HEAD): *[Signature]*

DATE: 3/28/19

**CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS**

Date: 2/15/2019



BOX LISTING BY RECORD SERIES:

Box List Page 1 of 1

RECORDS OF: BUILDING AND SAFETY/BUILDING BUREAU/ZONING

/BAS/34/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	-INCLUSIVE DATES-- FROM TO		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES AFFIDAVITS (5500-6149) - ORIGINAL CRC BOX NUMBER 60301	AR+2	1/1/1930	12/31/1950		000000010 CRC	785669	1
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES AFFIDAVITS (6150 - 6849) - ORIGINAL CRC BOX NUMBER 60302	AR+2	1/1/1930	12/31/1950		000000011 CRC	785672	2
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Oversized Building Affidavits #11050 to 11799 (1948 - 1960)	AR+2	1/1/1948	12/31/1960		000000015 CRC	58882	3
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES AFFIDAVITS (M1408.1.1-M1451.4.95	AR+2	9/18/2002	3/27/2003		000000091 CRC	640730	4
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES AFFIDAVITS (1451.4.96-M1517.4.228)	AR+2	3/27/2003	8/26/2003		000000092 CRC	640731	5
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010821200875532, 1010821200875533, 1010818200875348, 1010825200875	AR+2	8/21/2008	5/5/2009		000000093 CRC	784476	6
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010914200636913, 1020920200637191, 1020920200637192, 1020920200637	AR+2	9/14/2006	9/29/2006		000000094 CRC	784477	7
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010720200633948, 1010720200633949, 1010720200633950, 1010720200633	AR+2	7/20/2006	8/7/2006		000000095 CRC	784478	8
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010905200636274, 1010905200636278, 1010905200636280, 1010905200636	AR+2	9/5/2006	9/14/2006		000000096 CRC	784479	9
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010821200635631, 1010821200635632, 1010821200635633, 1010821200635	AR+2	8/21/2006	9/6/2006		000000097 CRC	784480	10
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1011005200638102, 1011005200638103, 1011005200638104, 1011005200638	AR+2	9/20/2006	10/16/2006		000000098 CRC	784481	11
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 101083020049050, 101083020049051, 101083020049053, 101083120049054,	AR+2	8/30/2004	5/5/2005		000000099 CRC	784482	12
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010513200517743, 1010513200517744, 1010513200517745, 1010524200518	AR+2	5/13/2005	8/15/2005		000000100 CRC	784483	13
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010321200746270, 1010322200746306, 1010322200746324, 1010418200746	AR+2	3/21/2007	7/2/2007		000000101 CRC	784484	14
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1011024200638987, 1011024200638988, 1011024200638989, 1011024200638	AR+2	10/24/2006	10/10/2007		000000102 CRC	784485	15
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010808200634924, 1010808200634925, 1010808200634927, 1010808200634	AR+2	8/8/2006	8/21/2006		000000103 CRC	784486	16
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010702200750801, 1010702200750802, 1010702200750803, 1010813200750	AR+2	7/2/2007	9/7/2007		000000104 CRC	784487	17
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1010506200866700, 1010506200866703, 1010506200866704, 1010506200866	AR+2	5/6/2008	8/13/2008		000000105 CRC	784488	18
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1021205200524654, 1010110200626020, 1010110200626021, 1010110200626	AR+2	12/5/2005	7/17/2006		000000106 CRC	784489	19
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1011125200911395, 1011125200911396, 1011222200912500, 1011224200912	AR+2	11/25/2009	8/16/2010		000000107 CRC	784490	20
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 102061020093302, 1020610200933293, 102061020093307, 102061020093309,	AR+2	6/10/2009	11/25/2009		000000108 CRC	784491	21
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan numbers): 1030225200984109, 1030225200984110, 1030225200984111, 1030225200984	AR+2	2/25/2009	6/10/2009		000000109 CRC	784492	22
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan number): 1010412201133837, 1010427201134446, 1010503201134559, 1010505201134	AR+2	4/12/2011	1/23/2012		000000110 CRC	787632	23
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan number): 1010818201024176, 1010820201024372, 1010820201024373, 1010901201024	AR+2	8/18/2010	4/22/2011		000000111 CRC	787633	24
X001. /BAS/34/	CORRESPONDENCE & SUBJECT FILES Affidavits (by scan number): 1010209201244387, 1010213201244534, 1010213201244535, 1010215201244	AR+2	2/9/2012	10/16/2012		000000112 IRON	798996	25

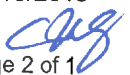
Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

Number Boxes to be Destroyed This Page: 25

Reviewer Initials: AS

CITY OF LOS ANGELES
REQUEST FOR AUTHORITY TO DESTROY OBSOLETE RECORDS

Date: 2/15/2019



BOX LISTING BY RECORD SERIES:

Box List Page 2 of 1

RECORDS OF: BUILDING AND SAFETY/BUILDING BUREAU/ZONING

/BAS/34/

SCHD ITEM NO.	RECORD SERIES TITLE DESCRIPTION OF BOX CONTENTS	TOTAL RETENTION PERIOD	--INCLUSIVE DATES--		MEDIA CODE	DEPT. BOX NO.	CRC (BOX) NO.	COUNT
			FROM	TO				

TOTAL NUMBER OF BOXES ELIGIBLE FOR DESTRUCTION

25

RETENTION CODES: AU=AUDIT AR=ANNUAL REVIEW CA=CANCELLED CL=CLOSED CO=COMPLETION EX=EXPIRATION PE=PERMANENT SU=SUPERSEDED
 TE+TERMINATION TO=THE DATE OF THE RECORD, i.e. THE "TO DATE"
 MEDIA CODES: AT=AUDIO TAPE BP=BLUEPRINT BK=BOOKS CP=COMPUTER PRINT OUT DO=DOCUMENT FM=FILEM MD=MAG DISK MT=MAG TAPE
 RECORD TYPES: MC=MICROFICHE MF=MICORFILM PH=PHOTO NG=NEGATIVE OD=OVESIZED DOCUMENT OP=OPTICAL DISK VT=VIDEO TAPE PC=PUNCH CARDS
 V=VITAL H=HISTORICAL C=CONFIDNETIAL L=LEGAL

Instructions to Reviewer: Line out any boxes to be retained, enter total number of boxes on page authorized for destruction, and initial.

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Reviewer Initials: AMS