

PHASE 2 ELIGIBILITY INSPECTION SURVEY
PLEASE READ AND FOLLOW ALL INSTRUCTIONS BELOW

DCR and other City departments are beginning their inspections of the business premises of Phase 2 applicants and they are aware that there is a wide variation in the physical conditions of the premises in the applicant pool. To ensure that City resources are used in the most efficient manner, DCR will prioritize inspections for applicants that have business premises that are ready for an inspection. A business premises is ready for inspection if the following three conditions are met:

1. The business premises is substantially similar to the diagram of the business premises submitted by the applicant (Note: applicants cannot receive an inspection if they have not submitted a premises diagram). That means that the size, layout, location of common entryways, doorways, or passageways, means of public entry or exit, or limited-access areas within the business premises is substantially the same as reflected on the diagram;
2. The business premises is equipped with a video surveillance system, alarm system and commercial grade locks as required under the City's regulations; and,
3. There are no fire or life safety violations on the business premises.

As soon as possible, but no later than 5:00 p.m. on November 20, 2018, an applicant shall email DCRLicensing@lacity.org its application number, its business premises address, and one of the following statements:

1. The applicant confirms that its business premises meets all three conditions necessary to be considered ready for inspection.
- OR**
2. The applicant confirms that its business premises does not meet all three conditions necessary to be considered ready for inspection. The applicant will notify DCR when it has met all three conditions.

If you confirm that your business premises is ready for an inspection and City inspectors later determine that that confirmation was not accurate, DCR may consider that a material misrepresentation on an application, which is a grounds to deny an application for a license pursuant to LAMC Section 104.06(a)(1)(iii). Please also note that DCR will not issue a Temporary Approval to an applicant whose business premises does not meet all three conditions listed above, so falsely confirming that your business premises is ready for an inspection will not help you receive a Temporary Approval quicker.