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PUBLIC WORKS DEPARTMENT

9770 Culver Boulevard, Culver City, California 90232



(310) 253-5600
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PRIVATE DEVELOPMENT PRE-CONSTRUCTION MEETING CHECKLIST

Prior to construction, the Contractor shall schedule a pre-construction meeting with the
Public Works Inspector: (310) 253-5600

- WORKING HOURS:
 - A. 8:00 am – 8:00 pm Monday through Friday
 - B. 9:00 am – 7:00 pm Saturday
 - C. 10:00 am – 7:00 pm Sunday
- TRANSPORTATION PERMIT – Call Matt Huffman, (310) 253-5616
- DUMPSTER PERMIT – [Apply for a Dumpster permit](#)
- GREEN HALO ACCOUNT – Call Jezenia Aguirre, ext. 6453 or jezenia.aguirre@culvercity.org
- HOLIDAY MORATORIUM – No work in the PROW: 1) Wednesday before Thanksgiving through Sunday of that same weekend. 2) Christmas Eve through January 2
- DAMAGE TO PUBLIC SIDEWALK, CURB/GUTTER, STREET, ETC. Contractor must repair any damaged infrastructure in the PROW
- IMPROVEMENTS IN PROW: Per Municipal Code Section 9.08.415-C, *Upon the completion of any building, addition or remodeling of any building, structure, or swimming pool, and before calling for any final building inspections, the owner or his contractor shall (without cost to the City) cause the repair or replacement of any defective, damaged, off-grade, or for any reason non-conforming sidewalk, drive approach, or non-conforming conditions that may exist in the public way and be considered hazardous by the City Engineer, or in the opinion of the City Engineer may become hazardous.*
- CONSTRUCTION SCHEDULE/START DATE _____
- STAGING/DELIVERIES – Staging and portable toilets not allowed in PROW. For deliveries, do not block traffic; always allow at least one lane in each direction. Use flagpersons when/where necessary especially around car entrances/exits.
- STREET TREE PROTECTION AND PARKWAY PLANTING
- COURTESY TO NEIGHBORS _____