**CITY OF LOS ANGELES**  
**BUREAU OF STREET SERVICES**  
**NEIGHBORHOOD COUNCIL REQUEST FORM**

**DATE:**

**LOCATION OF PROBLEM:**

**CONTACT NAME:**

**PHONE # / EMAIL:**

### PAVEMENT PRESERVATION

1. □ Potholes
2. □ Eroded Areas
3. □ Standing Water
4. □ Bump / Hump
5. □ Utility Trenches
6. □ Re-Patching Needed
   - Uneven Pavement
     a. □ Sunken Area
     b. □ Rolled up Area
     c. □ Tree Roots

### URBAN FORESTRY

1. □ Low Hanging Limbs
2. □ Stump Removal
3. □ Tree Removal
4. □ Tree Trimming
5. □ Tree Raising Sidewalk
6. □ Fallen Tree
7. □ Other ____________

### SIDEWALKS

1. □ Uplifted
2. □ Broken
3. □ Missing Sidewalk
4. □ Re-Patching Needed
5. □ Other ____________

### RIGHT OF WAY VIOLATIONS

1. □ Illegal dumping on public streets and alleys
2. □ Illegal street sales or vending activity
3. □ Illegal sign posting
4. □ Illegal obstructions on streets
5. □ Ordinances governing building materials on streets
6. □ Ordinances governing street closures / special events
7. □ Trash can violation
8. □ Repairing vehicles on streets prohibited
9. □ Sidewalk canopy requirements
10. □ Excessive fluid discharge on public streets
11. □ Illegal curb painting
12. □ Tampering with refuse collection (theft of recyclables)

### OTHER

1. □ Abandoned Barricades / Cones
2. □ Other ____________

SMD Forms: Neighborhood Council Request Form Checklist  
September 2011
CITY OF LOS ANGELES  
BUREAU OF STREET SERVICES  
NEIGHBORHOOD COUNCIL REQUEST FORM

DATE: _______________________________

CONTACT NAME: ______________________________ PHONE #: / EMAIL: ______________________________

NEIGHBORHOOD COUNCIL: ________________________________________________________________

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Please fax completed form to (213) 847-3028 Attn.: Street Maintenance Division