



City of Anaheim
 Office of the City Clerk
 200 S. Anaheim Blvd., Suite 217
 Anaheim, CA 92805
 (714) 765-5166 • fax (714) 765-4105
 www.anaheim.net

REQUEST FOR PUBLIC RECORDS

RECEIVED

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OFFICE OF CITY CLERK
 CITY OF ANAHEIM

- STEP 1: **COMPLETE** all fields on this form. This form is to facilitate and expedite the processing of your public records request. Describe identifiable records in the possession of the City; your request must be sufficiently focused and specific to allow the City to locate the requested record(s).
- STEP 2: **SUBMIT** completed form by mail, fax, email or in person to Custodian of Records, Office of the City Clerk, 200 S. Anaheim Blvd. (714) 765-5166; landal@anaheim.net; fax (714) 765-4105.
- STEP 3: **WAIT** to receive an invoice for responsive records. The City shall determine within 10-days from receipt of a public records request, whether the request, in whole or in part, seeks copies of discloseable public records in possession of the City [GC 6253(c)]. Please note that if you are requesting the opportunity to inspect records, you will be requested to make an appointment to return at a later date/time to view the documents.

Charges for the direct cost of duplication will apply. **Documents will not be copied until payment has been received.** If payment is not received within 10 days after invoice is sent, you may be required to submit a new request. Please see backside for additional information.

REQUESTER INFORMATION

Full Name : Thomas J. Bois Date: 1/7/2015

Company Name: Bois & Macdonald

(Mailing) Address: _____ City/State/Zip Code: 92614

Phone number: _____ Email: _____

Preferred method of contact in the event of questions: Phone

DESCRIPTION OF REQUESTED RECORD(S):

(Describe the specific public record(s) e.g., date, type, time period covering documents requested etc)

2811 E. Lincoln Ave., Anaheim, Orange County, California (Operator: "Launderland" or "PWS, Inc.")

2811 1/2 E. Lincoln Ave. Anaheim, Orange County, California (Operator: "Rio Vista Cleaners")

Seeking the following records: Building Permit Applications, Plan Check Submittals and/or Plans; Building Permits; Sewer Permits; Plumbing Permits; HVAC Permits; Demolition Permits; CUPA Consolidated Permits; Investigation and/or Inspection Reports; Correspondence and/or Refferals; On-Site Treatment Information; Environmental assessments and related documents; Environmental cleanups and related documents; Chemical spill or leak reports or incident reports; Chemical usage records including but not limied to community right-to-know disclosure forms

For the period covering: 1960 - present

I understand that I will be contacted once documents have been identified. If production of records is requested, an estimated cost will be provided to me and I agree that I will be required to submit payment for duplication costs (and mailing) prior to the production of the requested documents.

- I wish to inspect City records Will Pick-Up Records Please Mail

Please note that information contained in any PRA request is a public record and may be subject to public inspection pursuant to CA Public Records Act.

 SIGNATURE OF REQUESTER



BOIS & MACDONALD

PUBLIC INFORMATION RECORDS REQUEST

CAL. GOV. CODE §6250, 6253

January 7, 2016

Via U.S. Mail

City of Anaheim
Office of the City Clerk
% Public Records Custodian
200 South Anaheim Boulevard, Suite 217
Anaheim, CA 92805

In re: Public Information Records Request
Address: **2811 & 2811½ E. LINCOLN AVENUE, ANAHEIM, CA**

Dear Sir or Madam:

Pursuant to my rights under the California Public Records Act (Government Code Section 6250 *et. seq.*), I write to request all records regarding the former manufacturing facility located at **2811 & 2811½ E. LINCOLN AVENUE, ANAHEIM, CA**, pursuant to the California Public Records Act, Government Code § 6253. Of particular interest are the following:

- (1) Building Permit Applications;
- (2) Plan Check Submittals and/or Plans;
- (3) Building Permits;
- (4) Electrical Permits;
- (5) Plumbing Permits;
- (6) HVAC Permits;
- (7) Sewer Permits;
- (8) Demolition Permits;
- (9) Sign Permits;
- (10) Air Permits;
- (11) Fire Code Applications and/or Permits
- (12) Chemical Inventory(s);
- (13) Risk Management Plans;
- (14) Hazardous Waste Generator Information;

ATTORNEYS AT LAW



In re: Public Information Records Request-2811 & 2811½ E. Lincoln Ave,
Anaheim, CA

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- (15) Underground Storage Tank Information;
- (16) CUPA Consolidated Permits;
- (17) Investigation and/or Inspection Reports;
- (18) Correspondence and/or Referrals;
- (19) Chemical usage records, including but not limited to community right-to-know disclosure forms;
- (20) On-Site Treatment Information;
- (21) Business Emergency Plans;
- (22) Notices of Violation;
- (23) Complaints;
- (24) Environmental assessments and related documents;
- (25) Environmental cleanups and related documents;
- (26) Chemical usage records, including but not limited to community right-to-know disclosure forms;
- (27) Chemical spill or leak reports or incident reports; and,
- (28) Any fire incident reports for this address.

The relevant time-period we are seeking is all documents for the period 1960-Present.

I ask for a determination on this request within 10 days of your receipt of it. If you determine that any or all of the information qualifies for an exemption from disclosure, I ask you to note whether, as is normally the case under the Act, the exemption is discretionary, and if so whether it is necessary in this case to exercise your discretion to withhold the information. If you determine that some, but not all of the information is exempt from disclosure and that you intend to withhold it, I ask that you redact it for the time being and make the rest available as requested. In any event, please provide a signed notification citing the legal authorities on which you rely if you determine that any or all of the information is exempt and will not be disclosed.

I ask that you notify me when the records are ready for duplication. If the records require in-house duplication, please provide us with your good faith estimate of any costs exceeding \$100 before you duplicate the records. Finally, please complete and sign the attached Custodian of Records Declaration which is required by the U.S. District Court.

In re: **Public Information Records Request-2811 & 2811½ E. Lincoln Ave,
Anaheim, CA**

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Thank you. Please do not hesitate to call if you have any questions or require any additional information.

Very truly yours,

BOIS & MACDONALD

By:



Thomas J. Bois

TJB: kad