

Jennifer L. Hall

From: Linda Andal
Sent: Monday, September 28, 2015 4:56 PM
To: Jennifer L. Hall
Subject: FW: Public Records Request - FOIA
Attachments: PublicRecordsRequestForm Anaheim.pdf; 15-148109.3 FOIA.docx; 15-148110.3 FOIA.docx; 15-148111.3 FOIA.docx; 15-148112.3 FOIA.docx

From: Tirado, Jesse
Sent: Monday, September 28, 2015 4:49 PM
To: Linda Andal
Subject: Public Records Request - FOIA

To whom it may concern,

My company is performing a Property Condition Assessment on 4-plex property in Anaheim, CA. Addresses: 2066, 2072, 2078 and 2084 South Jetty Drive, Anaheim, CA 92802. Under the Freedom of Information Act, I am requesting record information on the following properties. Please see attached documents for clarification. Please don't hesitate to contact me with any questions or concerns about my request.

Thanks for your time and help,

Jesse Tirado
Zoning Assistant

PARTNER ENGINEERING AND SCIENCE, INC.



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

- 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 : Jesse Tirado Date: 9/28/2015

Company Name: Partner Engineering and Science, Inc.

(Mailing) Address: _____ City/State/Zip Code: Santa Ana, CA 92706

Phone number: _____ Email: _____

Preferred method of contact in the event of questions: Phone/E-mail

DESCRIPTION OF REQUESTED RECORD(S): (Describe the specific public record(s) e.g., date, type, time period covering documents requested etc)

My company is performing a Property Condition Assessment on 4-plex property in Anaheim, CA. Addresses: 2066, 2072, 2078 and 2084 South Jetty Drive, Anaheim, CA 92802. Under the Freedom of Information Act, I am requesting records on the following information: open code violations, open fire violations, open zoning violations and copies of Certificate of Occupancies. If any questions or concerns please don't hesitate to contact me with any questions or concerns you may have. Thank you.

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 the CA Public Records Act.

Jesse Tirado

 SIGNATURE OF REQUESTER