



BOIS & MACDONALD

PUBLIC INFORMATION RECORDS REQUEST - CAL. GOV. CODE §6250, 6253

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2019 APR 10 A 7:49

April 9, 2019

OFFICE OF CITY CLERK
CITY OF ANAHEIM

Via Facsimile (714) 765-4105

Custodian of Records
Office of the City Clerk
200 S. Anaheim Boulevard
Anaheim, CA 92805

In re: Public Information Records Request
Address: 1000 East Katella, Anaheim, CA 92805

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 1000 East Katella, Anaheim, California 92805, pursuant to the California Public Records Act, Government Code § 6253. Please see the attached *Request for Public Records*. Of particular interest are the following:

- (1) Permit Applications;
- (2) Plans;
- (3) Blueprints;
- (4) Permits;
- (5) Inspection Records;
- (6) Demolition Records;
- (7) All other reports and documentation for this address.

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

Before producing any documents, please forward an estimate of the volume of records available and for the copying costs. My email address is:

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

Very truly yours,

BOIS & MACDONALD

By:

Thomas J. Bois

TJB:klf
Enclosure

ATTORNEYS AT LAW



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

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- 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; ibass@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: April 9, 2019

Company Name: Bois & Macdonald

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

Phone number: _____ Ema. _____

Preferred method of contact in the event of questions: Email

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

- (1) Permit Applications;
- (2) Plans;
- (3) Blueprints;
- (4) Permits;
- (5) Inspection Records;
- (6) Demolition Records;
- (7) All other reports and documentation for this address.

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.

SIGNATURE OF REQUESTER

Fax Transmission

To: Custodian of Records, Office of the City Clerk (An **From:** Bois & Macdonald

Fax: 17147654105

Date: 4/9/2019 5:06:24 PM PDT

RE: Public Information Records Request - 1000 East K **Pages:** 3

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Comments:

Dear Sir or Madam:

Please see the attached letter dated April 9, 2019 from Thomas J. Bois and Request For Public Records.

Thank you.