



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; tbass@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 : Victor Daldegan Date: 05/31/2019

Company Name: GMS

(Mailing) Address: _____ City/State/Zip Code: Los Angeles, CA 90017

Phone number: 213.943.4850 Email: _____

Preferred method of contact in the event of questions: email / phone

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

- Existing architectural/structural drawings
- Soil Reports

Address: 5677 East La Palma Ave, Anaheim Hills, CA 92807

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.

Victor Daldegan
 SIGNATURE OF REQUESTER

Jennifer L. Hall

Subject: Public records request - Structural drawings & soil reports
Attachments: Public records request.pdf

From: Victor Daldegan
Sent: Friday, May 31, 2019 2:41 PM
To: Theresa Bass <TBass@anaheim.net>
Subject: Public records request - Structural drawings & soil reports

Hi,

My name is Victor and I'm looking for existing architectural/structural drawings and soil reports for the address below:
- 5677 East La Palma Ave, Anaheim Hills, CA 92807

See attached the Public Records Request form.
Please let me know if you have any further questions,

Regards,

Victor Daldegan
GILSANZ MURRAY STEFICEK INC.

Los Angeles, CA 90017

www.gmsllp.com

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error please notify the system manager. The recipient should check this email and any attachments for the presence of viruses. GMS accepts no liability for any damage caused by any virus transmitted by this email. [Help our environment by not printing this e-mail](#)