



Phillips Lytle LLP

Via FedEx and Facsimile

March 2, 2016

City of Oakland
Planning & Building Dept
Permit Center and Zoning Office, Suite 2114
250 Frank H. Ogawa Plaza
Oakland, CA 94612
Fax: 510-238-2263

City of Oakland
Planning & Building Dept
Inspections, Building Permits & Code Enforcement
Suite 2340
250 Frank H. Ogawa Plaza
Oakland, CA 94612
Fax: 510-238-4730

Re: Freedom of Information Request
Property Owners: Brian Cornell and Alberto Rulloda (Tenants-in-Common)
Property: 118 Crestmont Drive, Oakland, CA 94619
Property Description: Built 1956, 1 story, 4,200 sq. ft., 4 Bedrooms, 3 Bathrooms
Parcel Number: 29-1151-43-2

Dear Sir or Madam:

Pursuant to the California Public Records Act § 6250 and Freedom of Information Law (CA Proposition 59, 2004), we respectfully request that the City of Oakland Planning & Building Department ("Department") make available for review and/or copying all records relating to any previous and current applications made or submitted by property owners Brian Cornell and Alberto Rulloda, and/or their retained general contractor Dennis Meurer for permits for renovation work to be made to the residential property at 118 Crestmont Drive, Oakland, CA 94619.

ATTORNEYS AT LAW

CRAIG A. LESLIE, PARTNER DIRECT 716 847 7012 CLESLIE@PHILLIPSLYTLE.COM

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To the extent available under California Public Records Act, please provide any and all materials related to this application(s), including but not limited to:

- applications and supporting materials;
- architectural drawings;
- preliminary plans;
- ADA compliant certificates;
- homeowner association approval;
- budget expense documents;
- zoning permits;
- building permits;
- agency or staff permit decisions;
- correspondence;
- memoranda;
- notes; and
- any other available responsive materials.

The California Public Records Act requires a response within ten business days. Once you have gathered the records responsive to this request, kindly call me to either schedule a time for a document review or to arrange for photocopying of the records. **To the extent that some materials are immediately available, we request that you provide them as soon as possible, with any additional materials to be provided in a later response(s).**

If, for any reason, any portion of this request is denied, please inform me of the reasons for the denial, in writing, together with the name and address of the person or body of whom to direct an appeal.

Upon receipt of the records, we require a certification that the records are true accurate copies from the Department.



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If there are any fees for searching and copying of the records, please let us know the estimates cost in advance.

Thank you in advance for your courtesies in this regard.

Very truly yours,

Phillips Lytle LLP

By

Craig A. Leslie

CAL:lak Doc #01-2932376.1