



COUNTY OF SANTA BARBARA

Planning and Development

www.sbcountyplanning.org

PUBLIC RECORDS REQUEST FORM

REQUEST TO REVIEW RECORDS REQUEST FOR COPIES

REQUESTING PARTY INFORMATION (PLEASE PRINT OR TYPE):

REQUESTING PARTY: _____

MAILING ADDRESS: _____

Please indicate the best way for staff to reach you regarding your request:

PHONE: _____ MOBILE: _____

EMAIL: _____

DESCRIPTION OF RECORDS REQUESTED (if known, the following information will help fulfill your request):

ASSESSOR'S PARCEL NUMBER(S): _____

PROPERTY ADDRESS: _____

TYPE OF RECORDS, IF KNOWN:

PLANNING BUILDING CODE ENFORCEMENT OTHER ALL

TIME PERIOD FOR RECORDS: BEGINNING DATE: ____/____/____

END DATE: ____/____/____

DESCRIPTION: _____

RECEIVED BY: _____ DATE RECEIVED: _____

Send to: Public Records Act Manager immediately