



COUNTY COMMISSIONERS

Cathy Wolfe  
District One  
Sandra Romero  
District Two  
Karen Valenzuela  
District Three

## DEVELOPMENT SERVICES DEPARTMENT

### REQUEST FOR RECORD DRAWING/PERMIT INFORMATION

*(A maximum of three properties may be submitted per request)*

Requested by: \_\_\_\_\_ Phone No: \_\_\_\_\_

Requested for (if different): \_\_\_\_\_ Phone No: \_\_\_\_\_

**A Tax Parcel Number, Project Number Or Site Address is required to complete request.**

1. Tax Parcel No./Project No: \_\_\_\_\_ Site Address: \_\_\_\_\_

2. Tax Parcel No./Project No: \_\_\_\_\_ Site Address: \_\_\_\_\_

3. Tax Parcel No./Project No: \_\_\_\_\_ Site Address: \_\_\_\_\_

Record Drawing     # of bedrooms     Building Permit     Final Occupancy Permit

Other: (be specific)

When Search is Complete:

Contact for pickup

Mail information to: \_\_\_\_\_

Fax to number: \_\_\_\_\_

**To be completed by records staff:**

Date Received: \_\_\_\_\_

Date Completed: \_\_\_\_\_

Received By: \_\_\_\_\_

Completed By: \_\_\_\_\_

Return file/info to staff member