



VILLAGE OF PALMETTO BAY  
9705 E. HIBISCUS STREET  
PALMETTO BAY, FLORIDA 33157  
(305) 259-1234 Fax: (305) 259-1290

Approved

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Gregory H. Truitt, Interim  
Village Manager

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Date

**REQUEST FOR PUBLIC RECORDS**

Requests are filled in accordance with the provisions of Chapters 119 and 257, Florida Statutes.

DATE: 5-20-20

NAME: Anna Morales

COMPANY: Leighton Law

ADDRESS: 1401 Brickell Ave, Ste 900, Miami, FL 33131

PHONE: 305-347-3151 FAX: \_\_\_\_\_

EMAIL: anna@leightonlaw.com

REQUEST (Attach additional page, if necessary): Copies of the following documents:

Copy of complete Permit  
# BLD-2019-3608 - Restripping Parking  
Lot - curb, overlay, speed bump, striping  
115000 SQ.F. 390 HF. FAC 6th Edition for  
property address: 17255 SW 95 Ave  
\* Please see attached e-mail.

\*\*\*\*\*

FOR USE BY VILLAGE STAFF ONLY      TRACKING NO.: 2020-131

DATE FORWARDED: 5-20-20      ASSIGNED DEPT: Building

DATE REQUEST FILLED: \_\_\_\_\_      NUMBER OF COPIES: \_\_\_\_\_

ESTIMATED TIME (IF APPLICABLE): \_\_\_\_\_      ESTIMATED COST: \_\_\_\_\_

HOW WAS REQUEST FILLED? \_\_\_\_\_

IF NOT FILLED, REASON: \_\_\_\_\_

BY: \_\_\_\_\_



**Melissa Dodge**

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**From:** Anna Morales <anna@leightonlaw.com>  
**Sent:** Wednesday, May 20, 2020 3:01 PM  
**To:** Melissa Dodge  
**Cc:** Missy Arocha; Idalmy Vidaurre  
**Subject:** RE: Public Record Request - 2020-115 (Morales)

**CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking any strange links.**

Good Afternoon Ms. Dodge,

As it pertains to the permit listed below (contained in the 119 response), do you have a copy of the application and/or permit file in its entirety? I greatly appreciate all your help.

BLD- 2019- 3608	RE-STRIPING PARKING LOT	Curb, overlay, speed bump,striping. 113000 SQF. 390 lft. FBC 2017 6th Edition	17255 SW 95 AVE	2/15/2019	3/11/2019	final
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**Anna C. Morales**  
LEIGHTON LAW, P.A.  
[Anna@Leightonlaw.com](mailto:Anna@Leightonlaw.com)

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**From:** Melissa Dodge <mdodge@palmettobay-fl.gov>  
**Sent:** Friday, May 15, 2020 4:42 PM  
**To:** Anna Morales <anna@leightonlaw.com>  
**Cc:** Missy Arocha <marocha@palmettobay-fl.gov>; Idalmy Vidaurre <ividaurre@palmettobay-fl.gov>  
**Subject:** FW: Public Record Request - 2020-115 (Morales)

Dear Ms. Morales:

Attached is the building response portion relating to your public record request logged as 2020-115.

Sincerely,

**Melissa Dodge**  
Administrative Assistant/Passport Acceptance Agent  
Office of the Village Clerk  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157  
*Ph: 305-259-1234*  
*Fax: 305-259-1290*

PLEASE NOTE: Florida has very broad public records laws. Most written communications to or from local officials regarding official business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

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**From:** Anna Morales <[anna@leightonlaw.com](mailto:anna@leightonlaw.com)>  
**Sent:** Friday, May 8, 2020 11:02 AM  
**To:** Angie Hewlett <[ahewlett@palmettobay-fl.gov](mailto:ahewlett@palmettobay-fl.gov)>  
**Cc:** Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>; Yanara Modroño <[ymodrono@palmettobay-fl.gov](mailto:ymodrono@palmettobay-fl.gov)>; Wesley Maltby <[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)>; Leomarys Troncoso <[leomarys@leightonlaw.com](mailto:leomarys@leightonlaw.com)>; Carmen Nunn <[carmen@leightonlaw.com](mailto:carmen@leightonlaw.com)>  
**Subject:** RE: Public Record Request - 2020-115 (Morales)

**CAUTION: EXTERNAL SENDER -- Please avoid opening any unexpected attachments or clicking any strange links.**

Good Morning,

Sorry for the delayed response. We can limit the information requested to the common areas on the property, ie parking lot, driveway, walking paths.

Would that still generate a substantial amount of documents?

**Anna C. Morales**  
LEIGHTON LAW, P.A.  
[Anna@Leightonlaw.com](mailto:Anna@Leightonlaw.com)

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**From:** Angie Hewlett <[ahewlett@palmettobay-fl.gov](mailto:ahewlett@palmettobay-fl.gov)>  
**Sent:** Monday, May 04, 2020 8:34 AM  
**To:** Anna Morales <[anna@leightonlaw.com](mailto:anna@leightonlaw.com)>  
**Cc:** Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>; Yanara Modroño <[ymodrono@palmettobay-fl.gov](mailto:ymodrono@palmettobay-fl.gov)>; Wesley Maltby <[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)>  
**Subject:** RE: Public Record Request - 2020-115 (Morales)

Good morning,

Are you requesting permits for each individual unit or just the main buildings/ common areas? Please note we have an extensive amount of permits which includes each unit and the request will take more than five days.

Regards,

**Angie Hewlett**  
**Plans Processing Clerk**  
**Village of Palmetto Bay**  
**9705 E. Hibiscus St**  
**Palmetto Bay, FL 33157**  
**Office: 305-259-1250**  
**Fax: 866-927-5576**  
[www.palmettobay-fl.gov](http://www.palmettobay-fl.gov)

- **Village Hall remains closed to the public**
- **Plans can be dropped off in the box outside between 8:30 -2:30**
- **Inspections cut off is 2pm**
- **For inspections call 305-259-1253 or e-mail at [inspections@palmettobay-fl.gov](mailto:inspections@palmettobay-fl.gov)**
- **Please continue to check our website for updates at <https://www.palmettobay-fl.gov/CivicAlerts.aspx?AID=2063>**

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**From:** Wesley Maltby <[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)>

**Sent:** Wednesday, April 29, 2020 12:55 PM

**To:** Building Temp <[buildtemp@palmettobay-fl.gov](mailto:buildtemp@palmettobay-fl.gov)>; Angie Hewlett <[ahewlett@palmettobay-fl.gov](mailto:ahewlett@palmettobay-fl.gov)>; Vanessa Bencomo <[vbencomo@palmettobay-fl.gov](mailto:vbencomo@palmettobay-fl.gov)>; Maria Pineda <[mpineda@palmettobay-fl.gov](mailto:mpineda@palmettobay-fl.gov)>

**Cc:** Yanara Modroño <[ymodrono@palmettobay-fl.gov](mailto:ymodrono@palmettobay-fl.gov)>; Karla Morales-Maestre <[kmorales@palmettobay-fl.gov](mailto:kmorales@palmettobay-fl.gov)>

**Subject:** FW: Public Record Request - 2020-115 (Morales)

Ladies,

Please see the extensive list of items requested. While the building was built in 1971 and we won't have construction plans we have issued re-roofing permits and perhaps more.

Wesley C. Maltby  
Building Official  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, FL 33157  
305-259-1250  
[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)

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**From:** Yanara Modroño <[ymodrono@palmettobay-fl.gov](mailto:ymodrono@palmettobay-fl.gov)>

**Sent:** Wednesday, April 29, 2020 12:20 PM

**To:** Wesley Maltby <[wmaltby@palmettobay-fl.gov](mailto:wmaltby@palmettobay-fl.gov)>

**Cc:** Olga Cadaval <[ocadaval@palmettobay-fl.gov](mailto:ocadaval@palmettobay-fl.gov)>; Greg Truitt <[gtruitt@palmettobay-fl.gov](mailto:gtruitt@palmettobay-fl.gov)>; Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>; Karla Morales-Maestre <[kmorales@palmettobay-fl.gov](mailto:kmorales@palmettobay-fl.gov)>

**Subject:** FW: Public Record Request - 2020-115 (Morales)

Good afternoon Wes,

Please see the attached request and forward the response to my attention and cc' Karla.

Thank you!

Yanara Modroño  
Executive Assistant  
Office of the Village Manager  
Village of Palmetto Bay  
9705 East Hibiscus Street  
Palmetto Bay, Florida 33157  
T: 305-259-1234

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**From:** Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>

**Sent:** Wednesday, April 29, 2020 11:43 AM

**To:** Yanara Modroño <[ymodrono@palmettobay-fl.gov](mailto:ymodrono@palmettobay-fl.gov)>; Olga Cadaval <[ocadaval@palmettobay-fl.gov](mailto:ocadaval@palmettobay-fl.gov)>

**Cc:** Missy Arocha <[marocha@palmettobay-fl.gov](mailto:marocha@palmettobay-fl.gov)>; Greg Truitt <[gtruitt@palmettobay-fl.gov](mailto:gtruitt@palmettobay-fl.gov)>; John dellagloria <[catdel@hotmail.com](mailto:catdel@hotmail.com)>; John Dellagloria <[jdellagloria@palmettobay-fl.gov](mailto:jdellagloria@palmettobay-fl.gov)>

**Subject:** Public Record Request - 2020-115 (Morales)

Good Morning,

The Village Attorney advised me to forward public record requests received:

Attached is Public Record Request No. 2020-115 received from Ms. Anna Morales. Please forward to the appropriate department.

\*Please note this request may involve more than one department to fulfill the request (Building/Code/P&Z).

Sincerely,

**Melissa Dodge**

Administrative Assistant/Passport Acceptance Agent

Office of the Village Clerk

Village of Palmetto Bay

9705 East Hibiscus Street

Palmetto Bay, FL 33157

Ph: 305-259-1234

Fax: 305-259-1290

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**From:** [noreply@civicplus.com](mailto:noreply@civicplus.com) <[noreply@civicplus.com](mailto:noreply@civicplus.com)>

**Sent:** Wednesday, April 29, 2020 11:06 AM

**To:** Missy Arocha <[marocha@palmettobay-fl.gov](mailto:marocha@palmettobay-fl.gov)>; Melissa Dodge <[mdodge@palmettobay-fl.gov](mailto:mdodge@palmettobay-fl.gov)>

**Subject:** Online Form Submittal: Public Records Requests

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## Public Records Requests

PUBLIC RECORDS REQUEST [Public Records Policy](#)  
FORM

Date 4/29/2020

Name Anna Morales

Company Leighton Law, P.A.

Phone Number 305-496-2531

Email Address [anna@leightonlaw.com](mailto:anna@leightonlaw.com)

Address 1401 Brickelle Ave, Suite 900, Miami, FL 33131

Preferred Delivery Method Electronic (via email- email address required)

Are you a member of the media? No

Public Record Request(s): Pursuant to Chapter 119 (the public records law), Florida Statutes, I Anna C. Morales, Esq., of Leighton Law, P.A, respectfully request non-certified photocopies of the following pertaining to the following address: Village Homes & Condos at Palmetto Bay located at 17255 SW 95 Avenue, Palmetto Bay, Florida.

- Any and all survey/site plans;
- Original Construction Plan(s);
- Any and all elevation plans;
- Any and all Open Violations Report(s);
- Any and all Closed Violations Report(s);
- Any and all Liens Violations Report(s);
- Any and all Building Card(s);
- Entire Permit History Report;
- Entire Inspection History Report;
- All Permit Application(s);
- Any and all Blueprints available;
- Any and all variances submitted; and
- Any and all construction documents.

Should your office/department contend that the portions of the requested document(s) are exempt from disclosure, we request pursuant to Florida Statutes Section 119.07(2)(a)(2003), that you please state the basis for each claimed exemption and provide us with a redacted copy of the document(s). We will pay reasonable costs for the non-certified photocopies, as provided by statute.

We would like to receive the requested material within five (5) business days. Your prompt compliance is greatly appreciated. As soon as the records are ready, please do one of the following: phone me at 305.347.3151, forward the non-certified photocopies to my attention at the above address, or you may e-mail them to [Anna@LeightonLaw.com](mailto:Anna@LeightonLaw.com). Please call me if you have any questions. Thanking you in advance for your prompt attention in this regard.

Anna C. Morales

Thank You

*Please note that there may be a fee associated with your request depending on the extent of the information being requested. If so, the Office of the Village Clerk will contact you about any associated fees. If you have any further questions, please email Village Clerk Arocha at [marocha@palmettobay-fl.gov](mailto:marocha@palmettobay-fl.gov)*