



Township of Monroe
Office of the Monroe Township Council and Clerk



125 Virginia Avenue
Williamstown, NJ 08094
Office (856) 728-9800 Ext. 214

June 27, 2023

Via Email Only To: opra+request-46756-b2f9c17a@requests.opramachine.com
Vicki Koch

Re: OPRA Request #23-178

Dear Vicki,

The Township of Monroe received your Open Public Records Act (OPRA) request on June 20, 2023. The official Records Custodian, Aileen Chiselko, received your OPRA request on June 20, 2023. As such, the seven (7) business day deadline to respond to your request is July 3, 2023. This response to your request is being provided to you on the 4th business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

This is a request for public records made under OPRA and the common law right of access. I am not required to fill out an official form. Please acknowledge receipt of this message.

Records requested:

Building permits within the last 6 months for a Warehouse located at Mink Ln & Sicklerville Rd Block 2201, Lots 5, 6, 7, 8, and 11

The Township of Monroe is not in the possession of any records responsive to this request.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Township of Monroe to deny access. At your option, you may either institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Sincerely,

Aileen Chiselko

Aileen Chiselko, RMC
Township of Monroe