



Borough of Roselle
OPEN PUBLIC RECORDS ACT REQUEST FORM
www.boroughofroselle.com
(908) 259-3010 & (908) 259-9508 (Fax)
opras@boroughofroselle.com
Lisette Sanchez, RMC



Important Notice

The last page of this form contains important information related to your rights concerning government records. Please read it carefully.

Requestor Information – Please Print

Payment Information

First Name Angelica MI _____ Last Name Brennan
E-mail Address opra+request-82082-cbf71b79@requests.opramachine.com
Mail Address _____
City _____ State _____ Zip _____
Telephone _____ FAX _____
Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-Mail X
Under penalty of N.J.S.A. 2C:28-3, I certify that
1. I ☐ **HAVE** / ☒ **HAVE NOT** been convicted of any indictable offense under the laws of New Jersey, any Other state, or the United States;
2. I, or another person, ☐ **WILL** / ☒ **WILL NOT** use the requested government records for a commercial Purpose;
3. I ☐ **AM** / ☒ **AM NOT** seeking records in connection with a legal proceeding.
Signature Angelica Brennan Date 10/15/2025

Maximum Authorization Cost \$ _____

Select Payment Method

Cash _____ Check _____ Money Order _____

Fees: Letter size pages - \$0.05 per page
Legal size pages - \$0.07 per page
Other materials (CD, DVD, etc) – actual cost of material

Delivery: Delivery / postage fees additional depending upon delivery type.

Extras: Special service charge dependent upon request.

Record Request Information: Please be as specific as possible in describing the records being requested. Also, please note that your preferred method of delivery will only be accommodated if the custodian has the technological means and the integrity of the records will not be jeopardized by such method of delivery.

Note: If you confirmed above that the records sought are in connection with a legal proceeding, identification of that proceeding is required below.

Please see attached

AGENCY USE ONLY

AGENCY USE ONLY

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Est. Document Cost _____
Est. Delivery Cost _____
Est. Extras Cost _____
Total Est. Cost _____
Deposit Amount _____
Estimated Balance _____
Deposit Date _____

Disposition Notes

Custodian: If any part of request cannot be delivered in seven business days, detail reasons here

DUE: 10/24/2025

In Progress - Open _____
Denied - Closed _____
Filled - Closed 10/17/25
Partial - Closed _____

Tracking Information

Tracking # 101525-4
Rec'd Date _____
Ready Date _____
Total Pages _____

Final Cost

Total _____
Deposit _____
Balance Due _____
Balance Paid _____

Records Provided

Custodian Signature _____

Date _____

OPRA

Due: 10/24/25

101525-f

From: Angelica Brennan <opra+request-82082-cbf71b79@requests.opramachine.com>
Sent: Tuesday, October 14, 2025 3:14 PM
To: Lisette Sanchez
Subject: OPRA request - OPRA Request

CAUTION: This email originated from outside the organization. Do not click on links, open attachments, or respond unless you recognize the sender and can validate the content is safe.

Dear Roselle Borough,

Please accept this electronic request for public records made under OPRA and the common law right of access. I am not required to fill out an official form or use a particular software platform to submit my request per NJSA 47:1A-6(f), which states that an email from a requestor including all of the information required on the adopted form shall suffice in place of a completed form as a valid government record request.

I HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

I WILL NOT use the requested government records for a commercial purpose.

I AM NOT seeking records in connection with a legal proceeding.

Records requested: I am requesting any past open or closed permit records for the property 217 Grace St, Roselle, NJ 07203.

My preferred delivery method for response(s) to this request is by E-mail as attachments. Please confirm you have received this request. If you are not the custodian of records, please forward my request to that person and provide their email address to me for future reference.

Yours faithfully,

Angelica Brennan

OPRA

Due: 10/24/25

101525-4

From: Angelica Brennan <opra+request-82082-cbf71b79@requests.opramachine.com>
Sent: Wednesday, October 15, 2025 11:24 AM
To: OPRA
Subject: RE: OPRA request - Response Required

CAUTION: This email originated from outside the organization. Do not click on links, open attachments, or respond unless you recognize the sender and can validate the content is safe.

Dear OPRA,

We are requesting any past open or closed permit records for the property 217 Grace St, Roselle, NJ 07203.

Yours sincerely,

Angelica Brennan

-----Original Message-----

Good morning Angelica,

We received your OPRA request; however, it did not include an attachment or the necessary request details. Kindly resubmit your request so that we may process it appropriately.



Construction

Property Summary

[Portal](#) | [Refresh](#) | [Open All](#)
[Close All](#)

Owner: GREEN, ROBERT W
 Location: 217 GRACE ST
 Block: 5701
 Lot: 3
 Lead Parcel: Yes
 Qualifier:

▼ About the Owner...

▼ About the Property...

▼ About the Taxes...

▲ Construction...

Applications... [Expand](#)

Permit Issue Date	Control Number	Permit Number	Work Type	Subcodes	Status	Close Date	Certificates	Total Cost	Agent
	146743		Alteration	E P F	Stale			\$0	ROBERT ROSA
BOILER									
4/1/2024	C-24-00288	24-0186	Alteration	M	CA and Close Date Issued	4/2/2024	CA	\$2,200	RUSO PLUMBING AND HEATING
REPLACEMENT WATER HEATER									
7/29/2019	146735	20190408	Demolition	F	CA and Close Date Issued	8/9/2019	CA	\$1,600	STERLING
TANK REMOVAL									
12/21/2018	146099	20180836	Alteration	P	CA and Close Date Issued	7/11/2019	CA	\$1,750	SERVICE STAR CONTRACTOR
CHIMNEY LINER									
12/16/2009	136264	20090704	Alteration	B	Open			\$4,375	POWELL'S ROOFING
NEW ROOF									
11/29/2006	132734	20060887	Alteration	E	CA and Close Date Issued	12/22/2006	CA	\$1,900	JOSEPH HERMAN ELECTRIC
ELECTRIC SERVICE									

 Would you like to add a application to this parcel? [Yes](#)
Inspections... [Expand](#)

Date	Control Number	Permit Number	Subcode	Type	Inspector	Result	Comment	Result Comment
4/2/2024	C-24-00288	24-0186	Mechanical	Final	Chris Jessen	Pass	Agent: RUSO PLUMBING AND HEATING	

10/28/2020	146735	20190408	Fire		Tracy Wenskoski InActive	Not Home	Phone: (973) 530- 0911/ Agent: STERLING Phone: (973) 343- 6716/ Inspection: Inspection Type 1: Final Date Requested: 8/7/2019 Date Inspected: 8/7/2019 Requested by: Requested by Phone: Inspector: TW Entered By: Lfleming Special Instructions: Comments: Inspection: Inspection Type 1: Final Date Requested: 7/11/2019 Date Inspected: 7/11/2019 Requested by: Requested by Phone: Inspector: AC Entered By: Lfleming Special Instructions: Comments: Inspection: Inspection Type 1: Final Date Requested: 12/13/2006 Date Inspected: 12/13/2006 Requested by: Requested by Phone: Inspector: RD Entered By: Lfleming Special Instructions: Comments:
8/7/2019	146735	20190408	Fire	Final	Tracy Wenskoski InActive	Pass	
7/11/2019	146099	20180836	Plumbing	Final	Angelo Curiazza InActive	Pass	
12/13/2006	132734	20060887	Electrical	Final	Bob DelaRosa InActive	Pass	
Violations...							

There is no violation data for the selected parcel.

Would you like to add an violation to this parcel? [Yes](#)

Ongoing Applications...

There is no application data for the selected parcel.

Would you like to add an application to this parcel? [Yes](#)

▼ Pet...

▼ Complaints...

▲ Land Use...

Zoning Applications...

There is no application data for the selected parcel.

Open Space

There is no application data for the selected parcel.

Zoning Board Applications...

There is no application data for the selected parcel.

Planning Board Applications...

There is no application data for the selected parcel.

Historic Board Applications...

There is no application data for the selected parcel.

Zoning Inspections...

There is no zoning inspections data for the selected parcel.

Zoning Violations...

There is no zoning violation data for the selected parcel.

COAH...

There is no COAH data for the selected parcel.

▼ Engineering...

▲ Code Enforcement...

Property Registration...

No Property Registries

Property Information...

Would you like to edit this properties information? [Yes](#)

Unit Information...[Expand](#)

Would you like to edit this properties information? [Yes](#)

Rent Controlled Unit Information...[Expand](#)

Would you like to edit this properties information? [Yes](#)

Certificate Information...[Expand](#)

There is no Certificate data for the currently selected parcel.

License Information...[Expand](#)

There is no License data for the currently selected parcel.

Units with Expire Lead Certificates...[Expand](#)

There is no Lead Certification Requirements for the currently selected parcel.

Violations...[Expand](#)

There is no violation data for the currently selected parcel.

Certificate or License or Registry Inspections...[Expand](#)

There is no inspection data for the currently selected parcel.

Stand Alone Inspections...[Expand](#)

There is no inspection data for the currently selected parcel.

- ▼ Health Pro...
- ▼ Fire Prevention...
- ▼ Public Works...
- ▼ Attachments...
- ▼ Comments...