

BOROUGH OF FAIR LAWN
OPEN PUBLIC RECORDS ACT REQUEST FORM

8-01 FAIR LAWN AVENUE

FAIR LAWN, NJ 07410

201-794-5340 FAX 201-475-1581

RECEIVED
MUNICIPAL CLERK'S OFFICE

mbojanowski@fairlawn.org

Marilyn B. Bojanowski, RMC, Municipal Clerk

768-2019
✓ TAX collector
✓ ZB
Building
✓ Prop. March

2019 OCT -8 P 4: 05

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

First Name	<u>LANCE</u>	MI	<u>B</u>	Last Name	<u>SEXTON</u>
Email address	<u>OPRA + request - 7538 - 118845d 4@request.</u>				
Mailing Address	<u>OPRAMachine.Com</u>				
City			State		
Zip					
Telephone			FAX		
Preferred Delivery:	Pick Up ☐	US Mail ☐	On-Site Inspect ☐	Fax ☐	E-mail ☒
If you are requesting records containing personal information, please circle one: Under penalty of N.J.S.A. 2C:28-3, I certify that I <u>HAVE / HAVE NOT</u> been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature				Date	<u>10-8-19</u>

Payment Information

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	
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.

See Attached

Pursuant to N.J.S.A. 39:4-131, all mailed, faxed or emailed requests for accident reports will be assessed an administrative charge of \$5.00, plus any fee that may apply pursuant to the Open Public Records Act, N.J.S.A. 47:1A-1 et seq. ("OPRA"). Any "in person" request for accident reports will not incur the administrative charge of \$5.00 but will be subject to all applicable OPRA fees.

Due: 10-17-19

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.

In Progress	-	Open	_____
Denied	-	Closed	_____
Filled	-	Closed	_____
Partial	-	Closed	_____

Tracking Information

Tracking #	<u>768-2019</u>	Total	_____
Rec'd Date	<u>10-8-19</u>	Deposit	_____
Ready Date	<u>10-18-19</u>	Balance Due	_____
Total Pages	_____	Balance Paid	_____

Records Provided

Sandra Elise 10-18-19
Custodian Signature Date



Borough of Fair Lawn
POST OFFICE BOX 376, FAIR LAWN, NEW JERSEY • 07410

201-794-5340
Fax: 201-475-1581
mbojanowski@fairlawn.org

MARILYN B. BOJANOWSKI, RMC
MUNICIPAL CLERK

SANDRA M. OLIVOLA, RMC
DEPUTY MUNICIPAL CLERK

October 18, 2019

Via email: opra+request-7538-118845d@request.opramachine.com

RE: OPRA REQUEST 769-2019

Dear Mr. Sexton:

The Borough of Fair Lawn received your Open Public Records Act (OPRA) request on October 18, 2019. This response to your request is being provided to you on the seventh (7th) day of the custodian's receipt of said request.

Your OPRA is requesting a copy of the following lists: residential code enforcement violations currently active and pending including residential structures that are vacant and open to trespass, residential properties with grass or weeds in excess of the city height limit, residential structures without a current city certificate of occupancy and residential properties on the cities vacant property registry is being denied because there are no such documented list. Copies of the remainder of your request has been provided. Copies of the remainder of your request has been provided.

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 Borough of Fair Lawn 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 PO 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 Council 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.

Very truly yours,

Sandra Olivola

Sandra Olivola, RMC
Deputy Municipal Clerk