



SANDYSTON TOWNSHIP

133 Route 645 - Sandyston, NJ 07826

Tel: 973.948.3520 • Fax: 973.948.0783

www.sandystontownship.com

May 22, 2025

M. Salem

opra+request-76533-6a98d47e@requests.opramachine.com

RE: OPRA Request of Wednesday, May 21, 2025

To Whom This May Concern:

The Township of Sandyston received your Open Public Records Act (OPRA) request via email on Wednesday, May 21, 2025. The official Records Custodian, Amanda F. Lobban, received your OPRA request on that same date. As such, the seven (7) business day deadline to respond to your request is Monday, June 2, 2025. This response to your request is being provided to you on the first business day after the custodian's receipt of said request.

The records you request are as follows:

***Certificates of Occupancy, *Certificates of Continued Occupancy, *Certificates of Approval,
Certificates of Compliance

**Please provide records for all submissions made within the last 60 days, limited to commercial properties or spaces, in a spreadsheet or CSV format."*

Response:

Please find attached Certificates of Approval as per your 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 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 gre@dca.state.nj.us, or at their web site at www.state.nj.us/gre.

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,

Amanda F. Lobban, RMC
Municipal Clerk

Enclosure (OPRA request/Certificates)

AGENCY USE ONLY

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

AGENCY USE ONLY

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

In Progress - Open 5/21/2025
 Denied - Closed
 Filled - Closed 5/21/2025
 Partial - Closed

AGENCY USE ONLY

Tracking Information

Tracking # _____
 Rec'd Date 5/21/2025
 Ready Date 5/22/2025
 Total Pages 2

Final Cost

Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____

Records Provided

Certificates Block 904
 Lot 19.01

Amanda J. Lehan 5/22/2025
 Custodian Signature Date



Outlook

OPRA request - OPRA Request—Certificates

From M. Salem <opra+request-76533-6a98d47e@requests.opramachine.com>

Date Wed 5/21/2025 9:13 AM

To Amanda <clerk@sandystontownship.com>

Dear Sandyston Township,

*This request is intended for the Building Department or the appropriate custodian of the requested records. If you are not the correct recipient, please forward this request to the appropriate department or individual that holds these records.

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:

*Certificates of Occupancy

*Certificates of Continued Occupancy

*Certificates of Approval

*Certificates of Compliance

*Please provide records for all submissions made within the last 60 days, limited to commercial properties or spaces, in a spreadsheet or CSV format.

RECEIVED

MAY 21 2025

SANDYSTON TOWNSHIP

You are the best.

Yours faithfully,

Salem

Please deliver records electronically via email to the below UNIQUE address for all replies to this request:

opra+request-76533-6a98d47e@requests.opramachine.com

Is clerk@sandystontownship.com the wrong address for OPRA requests to Sandyston Township? If so, please contact us using this form:

https://opramachine.com/change_request/new?body=sandyston_township

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

View this OPRA request & responses online:

https://opramachine.com/request/opra_request_certificates_152

Please note that in some cases publication of requests and responses will be delayed.

If you find this service useful as an OPRA custodian, please ask your web manager to link to us from your organisation's website.

"OPRAmachine's mission is to give people easy and affordable access to New Jersey public records.

For more information, contact us at: (732) 707-1628 or PO Box 3180, New Brunswick, NJ 08903."



Re: OPRA request - OPRA Request—Certificates

From M. Salem <opra+request-76533-6a98d47e@requests.opramachine.com>

Date Wed 5/21/2025 2:54 PM

To Amanda <clerk@sandystontownship.com>

Dear Sandyston Township,

I apologize for not including this information in my original request.

I am writing to add the following disclosures regarding my recent OPRA request:

1. I have not been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
2. I intend to use the requested government records for a commercial purpose.
3. I am not seeking these records in connection with a legal proceeding.
4. I am not requesting these records under common law.

Thank you for your attention.

Yours faithfully,
Salem

Please use this UNIQUE email address for all replies to this request and no other:
opra+request-76533-6a98d47e@requests.opramachine.com

Disclaimer: This message and any reply that you make will be published on the internet. Our privacy and copyright policies:

<https://opramachine.com/help/officers>

View this OPRA request & responses online:

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Sandyston Township
133 County Road 645
Sandyston, NJ 07826

Certificate

Construction Code Division
(Certificate of Approval)

Date Issued	4/10/2025
Control Number	C-25-00039
Permit Number	20250027
Permit Issue Date	4/4/2025
Certificate Number	20250027

Identification

Block: 904 Lot: 19.01 Qual: _____
Work Site Location: 14 AYERS RD Sandyston Township, NJ

Owner in Fee: HIDDEN ACRES FARM
Owner Address: PO BOX 67 LAYTON NJ 07851
Telephone: _____

Contractor Tremarco Service LLC
Address 42 Karen Rd Highland Lakes NH 07422
Telephone: _____ Fax: _____
License Number or Builders Registration Number: _____
Federal Emp. Number: 20-4077178

Home Warranty Number: _____
Type of Warranty Plan: ☐ State ☐ Private
Construction Classification: _____ Use Group: R-5
Maximum Occupancy Load: _____ Maximum Live Load: _____
Description of Work/Use: Install Roth 275 Gallon fuel oil tank
Certificate Comments: _____

☐ Certificate of Occupancy

This serves notice that said building or structure has been constructed in accordance with the New Jersey Uniform Construction Code and is approved for occupancy.

☒ Certificate of Approval

This serves notice that the work completed has been constructed or installed in accordance with the New Jersey Uniform Construction Code and is approved. If the permit was issued for minor work, this certificate was based upon what was visible at the time of inspection.

☐ Certificate of Continued Occupancy

This serves notice that based on a general inspection of the visible parts of the building there are no imminent hazards and the building is approved for continued occupancy.

☐ Temporary Certificate of Compliance

The following conditions must be met no later than _____ or the owner will be subject to fine or order to vacate:
This certificate has an expiration date of: _____
Conditions to be met:

☐ Certificate of Clearance - Lead Abatement 5:17

This serves notice that based on written certification, lead abatement was performed as per NJAC5:17 to the following extent.

☐ Total removal of lead-based paint hazards in scope of work
☐ Partial or limited time period (_____ years); see file

☐ Certificate of Clearance - Asbestos Abatement

This serves notice that based on written certification, asbestos abatement was performed to the following extent.

☐ Total removal of asbestos hazards in scope of work
☐ Partial or limited time period (_____ years); see file

☐ Certificate of Compliance

This serves notice that said potentially hazardous equipment has been installed and/or maintained in accordance with the New Jersey Uniform Construction Code and is approved for use until _____

☐ Temporary Certificate of Occupancy

The following conditions must be met no later than _____ or the owner will be subject to fine or order to vacate:
This certificate has an expiration date of: _____
Conditions to be met:

Construction Official _____ U.C.C. F260 (rev. 08/05)

Fee: \$0.00

Check Number: _____ Date Printed: 4/10/2025
Collected By: _____ Page 1

Sandyston Township
133 County Road 645
Sandyston, NJ 07826

Certificate

Construction Code Division
(Certificate of Approval)

Date Issued	4/10/2025
Control Number	C-25-00040
Permit Number	20250028
Permit Issue Date	4/4/2025
Certificate Number	20250028

Identification

Block: 904 Lot: 19.01 Qual: _____
Work Site Location: 14 AYERS RD Sandyston Township, NJ

Owner in Fee: HIDDEN ACRES FARM
Owner Address: PO BOX 67 LAYTON NJ 07851
Telephone: _____

Contractor Tremarco Service LLC
Address 42 Karen Rd Highland Lakes NH 07422
Telephone: _____ Fax: _____
License Number or Builders Registration Number: _____
Federal Emp. Number: 20-4077178

Home Warranty Number: _____
Type of Warranty Plan: ☐ State ☐ Private
Construction Classification: _____ Use Group: R-5
Maximum Occupancy Load: _____ Maximum Live Load: _____
Description of Work/Use: Remove 275 Gallon above ground tank
Certificate Comments: _____

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Collected By: _____ Page 1