



Township of Green

P.O. BOX 65, 150 KENNEDY RD.
TRANQUILITY, N.J. 07879
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May 27, 2025

VIA EMAIL ONLY – opra+request-76437-a2692585@requests.opramachine.com
M. Salem

Re: OPRA Request from M. Salem Received May 21, 2025

Dear M. Salem:

This is in response to the above-referenced request (the "Request") pursuant to the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1 et seq. ("OPRA"), which was received by email on May 21, 2025. As the records custodian for Green Township, I have reviewed the Request, in which you state:

"Records requested:

**Certificates of Occupancy*

**Certificates of Continued Occupancy*

**Certificates of Compliance*

Response: *There are no records responsive to your request.*

**Certificates of Approval*

**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: This request does not identify specific government records. As such, your request is an invalid OPRA request and is denied. When a request is "complex" because it fails to specifically identify the documents sought, then that request is not "encompassed" by OPRA. See New Jersey Builders Association v. New Jersey Council on Affordable Housing, 390 N.J.Super. 166, 180 (App. Div. 2007). A proper request under OPRA must identify with reasonable clarity those documents that are desired, and a party cannot satisfy this requirement by simply requesting all of an agency's documents. See Bent v. Stafford Police Department, 381 N.J.Super. 30, 37 (App. Div. 2005). Custodians are not required to conduct research or create new records in response to an OPRA request.

I trust that this fulfills your OPRA request. If you have any questions, I can be reached at (908) 852-9333.

Sincerely yours,

Mark Zschack, RMC
Township Clerk