

TOWNSHIP OF NEPTUNE

25 Neptune Blvd.
Neptune, NJ 07753
FAX: 732-988-6433

Email: Phoward@neptunetownship.org or
Rcuttrell@neptunetownship.org

*sent to
an Attorney
Tam Kelly*

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

See instructions of the other side of this form

Date of Request: 09 / 27 / 2017

Name: Marissa Koblitz Kingman

Address: Fox Rothschild LLP, 49 Market Street, Morristown New Jersey
07960-5122

Daytime Phone: 973-548-3316

Email Address: mkingman@foxrothschild.com

Information Requested: (General copy charge is \$.05 per letter size page and \$.07 per legal size page)

 Copy of ordinance, resolution or minutes (specify date, number, topic, or other identifying information).

 Birth Certificate (\$15.00) or Death Certificate (\$15.00)
(Specify information relating to request on separate form provided by the Registrar)

 Copy of Information relating to a specific property
Block , Lot , Address
Specify type of information requested such as assessing, tax, code, or construction

 Specialty document:
Township map (\$1.00) /Property owners list (\$10.00)
Tax map (\$.07 per page) /Duplicate tax bill (\$5.00 if applicable)

 Other (Specify)
Any and all notes, memoranda, reports, minutes, resolutions, and transcripts that refer to,
relate to, or otherwise concern the issue of the storm-water drainage at the 26-lot single
family home subdivision called Neptune Estates in Neptune Township, New Jersey, which is
identified on the tax map of Neptune Township as Block 7018, Lot 9.



OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Keith Jenkins c/o Mark Adjustment Inc DATE: 11/2/17
ADDRESS: PO Box 903
Ramsey, NJ 07446
PHONE: 732-328-0768 EMAIL: KJenkins@markadjustment.com
KJenkins@markadjustment.com

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☐ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: _____ BLOCK _____ LOT _____

Specify type of information requested:

☐ ASSESSING ☐ TAX ☐ CERTIFICATE OF INSPECTION ☐ CODE VIOLATIONS ☐ CONSTRUCTION PERMITS

☐ OTHER: _____

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: _____

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00) ☐ Tax Map (\$.07/page) ☐ Duplicate Tax Bill (\$5.00 if applicable)

☒ **OTHER:** Copies of response reports from Neptune Fire Dept,
First Aid & Office of Emergency Mgt for incident where
trailer trailer fire, down utility wires @ Neptune Blvd &
West Bengal Ave, Neptune, NJ on 8/9/17

PLEASE READ and SIGN BACK OF FORM

Completed forms may be submitted by:

MAIL: Municipal Clerk P.O. Box 1125 Neptune, NJ 07754-1125
EMAIL: Phoward@neptunetownship.org – OR – Rcuttrel@neptunetownship.org
FAX: 732-988-6433

Applicant said it can be Faxed
or emailed



Neptune
Township - NJ

Where Community, Business & Tourism Prosper

OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: David Gamble **DATE:** 10/24/2017
ADDRESS: 57 South Main Street # 172
Neptune, NJ 07753
PHONE: 732-492-5436 **EMAIL:** DLGInvestigators@Gmail.com

Fax 732 412-3105

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☒ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: 125 Highway 35, Neptune, NJ 07753 **BLOCK** 1003 **LOT** 1

Specify type of information requested:

☐ ASSESSING ☐ TAX ☐ CERTIFICATE OF INSPECTION ☐ CODE VIOLATIONS ☐ CONSTRUCTION PERMITS

☒ **OTHER:** Mercantile applications and licenses/certificates issued for years 2013, 2014, 2015, 2016

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information:

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ **OTHER:**

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FAX: 732-988-6433

ZONING PORTION COMPLETED
10/23/17 - RJ

FORMS COPIED TO CODE OF
CONSTRUCTION FOR
COMPLETION - RJ



OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Stephen Tellian DATE: 10/23/2017
ADDRESS: 87 Ridgefield Ave
Ridgefield Park, NJ 07660
PHONE: 201-673-7281 EMAIL: tellianstephen@gmail.com

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☒ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: 9 Dianne Dr, Neptune Township BLOCK 4503 LOT 6

Specify type of information requested:

☒ ASSESSING ☐ TAX ☒ CERTIFICATE OF INSPECTION ☒ CODE VIOLATIONS ☒ CONSTRUCTION PERMITS

☒ OTHER: ZONING: THIS PROPERTY IS LOCATED IN AN R-2 ZONE.
SETBACKS ARE SHOWN ON FOLLOWING CHART.
ORDINANCE 411.12 IS ATTACHED; THERE YOU WILL
FIND SWIMMING POOL SETBACKS AS REQUESTED. - RJ

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: _____

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

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FAX: 732-988-6433



OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: RICHARD BONSIAGORE DATE: 10.18.17
ADDRESS: 389 OAKWOOD DRIVE
WYCKOFF, NJ 07481
PHONE: 917.533.5832 EMAIL: RCBONSIAGORE@GMAIL.COM

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.)

☒ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: 17 EMBURY AVE BLOCK 213 LOT 13

Specify type of information requested:

☐ ASSESSING ☐ TAX ☒ CERTIFICATE OF INSPECTION ☒ CODE VIOLATIONS ☒ CONSTRUCTION PERMITS

☒ OTHER: APPLICATIONS FILED WITH THE CONSTRUCTION,
CODE ENFORCEMENT, HISTORIC PRESERVATION
COMMISSION AND LAND USE DEPARTMENTS
WITHIN THE LAST FIVE (5) YEARS.

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: _____

☐ **SPECIALTY DOCUMENT:**

☐ Property Owner's List (\$10.00) ☐ Tax Map (\$.07/page) ☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER: _____

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Neptune

Township - NJ

Where Community, Business & Tourism Prosper

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Rcuttrell@neptunetownship.org

FAX: 732-988-6433

RESIDENT COMMENTS / CONCERNS FORM

☐ CHECK HERE IF YOU WISH TO REMAIN ANONYMOUS

RESIDENT NAME: STEVEN HARPER PHONE: 832-713-0398

RESIDENT ADDRESS: _____

BLK _____ LOT _____ RESIDENT EMAIL ADDRESS _____

LOCATION OF CONCERN: 13 & 15 RIDGE AVE BLK _____ LOT _____

NATURE OF CONCERN: - NEW CONSTRUCTION AT LOCATION

- STORM DRAWS IN FRONT OF #13 & #15 HAVE

CONSTRUCTION DAMPS IN THEM & WATER IS NOT ABLE TO

DRAIN PROPERLY.

IF ADDITIONAL SPACE IS NEEDED, PLEASE CONTINUE ON BACK OF FORM

DO NOT WRITE BELOW THIS LINE -- OFFICE USE ONLY

DATE REC'D: 10/27/17 TIME: 2:00 BY: R DEPT: LAND USE

☒ PHONE ☐ FAX ☐ IN PERSON ☐ OTHER _____

INSPECTION RECORD

DATE OF INSPECTION: 10/27/17 INSPECTOR: _____

OWNER: _____ ADDRESS: _____

FINDINGS: Filter fabric in inlet needs to be removed.

Dew will remove it.

ACTION TAKEN

☒ CALL DATE: 10/27/17 TO: George Reid - to have staff look @ BY: _____

RESULT: _____

☐ LETTER DATE: _____ TO: _____ BY: _____

RESULT: _____

☐ EMAIL DATE: _____ TO: _____ BY: _____

RESULT: _____

☐ OTHER DATE: _____ TO: _____ BY: _____

RESULT: _____

COMMENTS / RESOLUTION: _____

RESIDENT COMMENTS / CONCERNS FORM

☐ CHECK HERE IF YOU WISH TO REMAIN ANONYMOUS

RESIDENT NAME: STEVEN HARPER PHONE: 832-713-0398

RESIDENT ADDRESS: _____

BLK _____ LOT _____ RESIDENT EMAIL ADDRESS _____

LOCATION OF CONCERN: 13 & 15 RIDGE AVE BLK _____ LOT _____

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- STORM DRAINS IN FRONT OF #13 & #15 HAVE
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IF ADDITIONAL SPACE IS NEEDED, PLEASE CONTINUE ON BACK OF FORM

DO NOT WRITE BELOW THIS LINE -- OFFICE USE ONLY

DATE REC'D: 10/27/17 TIME: 2:00 BY: AV DEPT: LAND USE
☒ PHONE ☐ FAX ☐ IN PERSON ☐ OTHER _____

INSPECTION RECORD

DATE OF INSPECTION: 10/27/17 INSPECTOR: _____

OWNER: _____ ADDRESS: _____

FINDINGS: Filter failing in inlet needs to be removed
Dew will remove it.

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RESULT: _____

☐ LETTER DATE: _____ TO: _____ BY: _____
RESULT: _____

☐ EMAIL DATE: _____ TO: _____ BY: _____
RESULT: _____

☐ OTHER DATE: _____ TO: _____ BY: _____
RESULT: _____

COMMENTS / RESOLUTION: _____



Neptune

Township - NJ

Where Community, Business & Tourism Prosper

OPRA (Open Public Records Act) Form REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: RICHARD BONSIGNORE DATE: 10.18.17
ADDRESS: 389 OAKWOOD DRIVE
WYCKOFF, NJ 07481
PHONE: 917.533.5832 EMAIL: RCBONSIGNORE@GMAIL.COM

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.)

☒ Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY

ADDRESS: 17 EMBURY AVE BLOCK 213 LOT 13

Specify type of information requested:

☐ ASSESSING ☐ TAX ☒ CERTIFICATE OF INSPECTION ☒ CODE VIOLATIONS ☒ CONSTRUCTION PERMITS

☒ OTHER: APPLICATIONS FILED WITH THE CONSTRUCTION,
CODE ENFORCEMENT, HISTORIC PRESERVATION
COMMISSION AND LAND USE DEPARTMENTS
WITHIN THE LAST FIVE (5) YEARS.

☐ Copy of ORDINANCE, RESOLUTION or MINUTES

Specify date, number, topic, or other identifying information:

☐ SPECIALTY DOCUMENT:

☐ Property Owner's List (\$10.00)

☐ Tax Map (\$.07/page)

☐ Duplicate Tax Bill (\$5.00 if applicable)

☐ OTHER:

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FAX: 732-988-6433

PLEASE PROCESS THE ATTACHED REQUEST

From: Billy Mitchell [<mailto:billy@bybilly.com>]

Sent: Wednesday, October 04, 2017 1:42 PM

To: Rick Cuttrell <rcuttrell@neptunetownship.org>; Pamela Howard <phoward@neptunetownship.org>

Subject: 136 Anelve Ave - Permits?

Good afternoon Mr. Cuttrell & Ms. Howard -

We are under contract to purchase 136 Anelve Ave from the Serbes, and I wanted to know if there are any outstanding permits on the property?

Also, is it possible to obtain any previous permits, variances, etc., so we can see when/what work has been done?

If you need anything from us to be able to share the information, please let me know and I will provide it ASAP.

Thanks!

William Mitchell

917-940-6051



Neptune
Township - NJ

Where Community, Business & Tourism Prosper

OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Anastasia Trout **DATE:** 10/4/2017
ADDRESS: 820 bear Tavern Rd, west trenton Nj, 08628
PHONE: 720-509-3265 **EMAIL:** anastasia.trout@pemco-limited.com

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☒ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: 304 Michelle Ct, Neptune NJ 07753 **BLOCK** 2701 **LOT** 22

Specify type of information requested:

☐ **ASSESSING** ☐ **TAX** ☐ **CERTIFICATE OF INSPECTION** ☒ **CODE VIOLATIONS** ☒ **CONSTRUCTION PERMITS**

☐ **OTHER:** Please provide copies of any open code violations/permits and invoices for fines associated.

☒ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: Updated Vacant property registration ordinance

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

☐ **Duplicate Tax Bill (\$5.00 if applicable)**

☐ **OTHER:**

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EMAIL: Phoward@neptunetownship.org – OR – Rcuttrell@neptunetownship.org

FAX: 732-988-6433



OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Ariana M Diaz **DATE:** 10/3/17
ADDRESS: 1265 Englishtown Rd
Old Bridge, NJ 08875
PHONE: 1-866-525-2998 **EMAIL:** recordsrequest@zoning-info.com

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☒ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: 1800-1836 (AKA 1828) West Lake Avenue **BLOCK** 614 **LOT** 1

Specify type of information requested:

☐ **ASSESSING** ☐ **TAX** ☐ **CERTIFICATE OF INSPECTION** ☒ **CODE VIOLATIONS** ☐ **CONSTRUCTION PERMITS**

☒ **OTHER:** 1) Copies of Certificates of occupancy (known tenants are Meridian Health Systems, State of NJ Treasury, and West Lake Pharmacy

2) Copies of any Open fire code violations, open zoning code violations, open building code violations

3) Copies of any variances, conditional use permits, special exceptions, zoning cases and site plan 4) Record of any capital improvement projects that will require additional right-of-way from this property

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: _____

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

☐ **Duplicate Tax Bill (\$5.00 if applicable)**

☐ **OTHER:** _____

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FAX: 732-988-6433



OPRA (Open Public Records Act) Form
REQUEST FOR ACCESS TO GOVERNMENT RECORDS

NAME: Ken Serrano **DATE:** 10/2/2017
ADDRESS: 3600 Route 66
Neptune, NJ 07754
PHONE: 732-682-9445 **EMAIL:** kserrano@gannettnj.com

INFORMATION REQUESTED

(General copy charge is \$.05 per letter size page and \$.07 per legal size page.):

☐ **Copy of INFORMATION RELATING TO A SPECIFIC PROPERTY**

ADDRESS: _____ **BLOCK** _____ **LOT** _____

Specify type of information requested:

☐ **ASSESSING** ☐ **TAX** ☐ **CERTIFICATE OF INSPECTION** ☐ **CODE VIOLATIONS** ☐ **CONSTRUCTION PERMITS**

☒ **OTHER:** We are seeking the number of police calls to the neighborhood around Sayre Street for each of the last five years.

The specific area we are inquiring about is that area bordered by West Bangs Avenue, Monroe Avenue, Neptune Boulevard and Route 35. This is a media inquiry. We are requesting this be expedited in the interest of the public. Thank you.

☐ **Copy of ORDINANCE, RESOLUTION or MINUTES**

Specify date, number, topic, or other identifying information: _____

☐ **SPECIALTY DOCUMENT:**

☐ **Property Owner's List (\$10.00)**

☐ **Tax Map (\$.07/page)**

☐ **Duplicate Tax Bill (\$5.00 if applicable)**

☐ **OTHER:** _____

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EMAIL: Phoward@neptunetownship.org – OR – Rcuttrell@neptunetownship.org

FAX: 732-988-6433

PD handling 10/4/17