



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 LOIS MI D Last Name SUTTON
 E-mail Address LSUTTON@LOISSUTTONLAW.COM
 Mailing Address 1505 ALLEN AVENUE
 City OCEAN State NJ Zip 07712
 Telephone 732 245 4500 FAX 732 909 3070
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/13/2017

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 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.

PROPERTY: 3 PULLMAN AVENUE, Long BRANCH, NJ
Owner: SARI ANCONA
Request: Any and all records relating to an underground oil tank removed, filled or any applications.
KINDLY EXPEDITE THIS REQUEST. Thank you.

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 _____
Denied	- Closed _____
Filled	- Closed _____
Partial	- Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Sldg -			
Due 6/22/17			
Custodian Signature		Date	

Mary Moss

From: Kathy Schmelz
Sent: Tuesday, June 13, 2017 12:19 PM
To: Mary Moss
Subject: FW: Ancona to Cohen - OPRA Request
Attachments: OPRA Request LB - Ancona.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

From: Vivian Schower [mailto:vivian@loissuttonlaw.com]
Sent: Tuesday, June 13, 2017 12:10 PM
To: Kathy Schmelz
Cc: LSUTTON@LOISSUTTONLAW.COM
Subject: Ancona to Cohen - OPRA Request

Enclosed please find *Open Public Records Act Request Form* for property located at 3 Pullman Avenue, Long Branch, New Jersey.

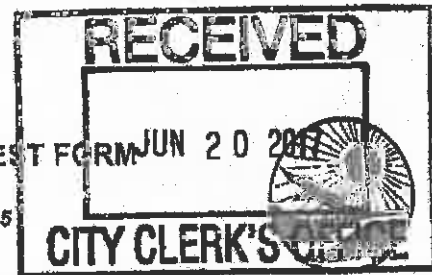
Kindly process and we ask that you expedite this request.
If there are any fees, let us know as soon as possible.

Vivian Schower
Paralegal to Lois D. Sutton, Esquire

The Law Office of Lois D. Sutton, L.L.C.
1505 Allen Avenue
Ocean, NJ 07712
Phone: 732-245-4500
Fax: 732 909 2015
Reply to: vivian@loissuttonlaw.com



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Requestor Information - Please Print

First Name LOIS MI D Last Name SUTTON
 E-mail Address LSUTTON@LOISSUTTONLAW.COM
 Mailing Address 1505 ALLEN AVENUE
 City OCEAN State NJ Zip 07712
 Telephone 732 445 4500 FAX 732 909 2015
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/13/2017

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
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PROPERTY: 5 PULLMAN AVENUE, Long Branch, NJ
 Owner: SARCI ANCONA
 Request: Any and all records relating to an underground oil tank removed, filled or any applications.
KINDLY EXPEDITE THIS REQUEST. Thank you.

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notes
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In Progress ☐ Open ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>OK</u>			
<u>Due 6/29/17</u>			
Custodian Signature		Date	



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Lou MI _____ Last Name Siarno
E-mail Address lsiano@comcast.net
Mailing Address 740 Ferry Haven River Rd
City Ferry Haven State NJ Zip 07704
Telephone [REDACTED] FAX [REDACTED]
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 10/10/17

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 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.

661 Ocean Ave
1. Was it approved for New Construction
2. How many stories
3. Will it have a garage
4. What amenities will it offer.
5. The price range for each unit.

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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 ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Amen / Zone		_____	
Bldg		_____	
Due 10/19/17		_____	
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8638
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk

**Important Notice**

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Requestor Information - Please Print

First Name LOUIS MI Last Name Reart
 E-mail Address Games, Grabier & LeBrocq, P.C.
 Mailing Address 253 East Front Street
Princeton, NJ 08511
 City State Zip
 Telephone = AX
 Preferred Delivery: ☐ Pick Up ☐ JS Mail ☐ Or-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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Date: 10/12/17

Payment Information

Method of Authorization:
 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 add; oral depends 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 compromised by such method of delivery.

Police Report for MVA of Sept. 23, 2017
On Atlantic Ave.
Client/Driver: Keyla Molina

AGENCY USE ONLY**AGENCY USE ONLY****AGENCY USE ONLY**

Let. Document Cost
 Let. Delivery Cost
 Let. Extra Cost
 Total Let. Cost
 Deposit Amount
 Estimated Balance
 Deposit Due

Disposition Notes
 Canceled: If any part of records cannot be delivered in seven business days, call the requestor's name.

In Progress ☐ Open ☐
 Denial ☐ Closed ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

Tracking Information**Final Cost**

Tracking # Total
 Issue Date Taxes
 Ready Date Balance Due
 Total Pages Balance Paid

Electronic Payment

Kards

Due 10/30/17

Custodian Signature

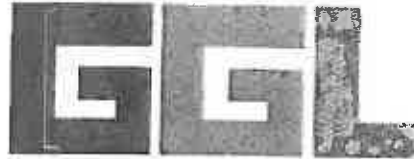
Date

William J. Garces
William N. Grabler ♦
Lawrence A. LeBrocq, LL.M. ♦□

Alan T. Grenting □
Jonathan A. Kessous ♦♦
Arlindo B. Araujo □♦
Gary A. Cavalli
Thomas M. Nicely □
Joseph T. Delgado
Michelle M. Tullio
Jared A. Geist
Deana J. Montes
David E. Rehe ♦
Anna M. Bunttempo ♦
Robert B. White, III □
Nicholas L. Krochta
Genevieve G. Radd □♦
Michael D. Pometantz □
Matthew V. Puterfas
Mena R. Francis
Karina Garcia

Paul A. O'Connor III – Of Counsel ♦

■ Member DC Bar
□ Member PA Bar
♦ Member NY Bar
♦ Certified by The Supreme Court of New Jersey
as a Workers' Compensation Law Attorney
♦ Certified by The Supreme Court of New Jersey
as a Civil Trial Attorney
♦ Certified by The Supreme Court of New Jersey
as a Criminal Trial Attorney
♦ Certified by The Supreme Court of New Jersey
as a Municipal Court Trial Attorney



GARCES, GRABLER & LEBROCQ

A PROFESSIONAL CORPORATION

253 E. FRONT STREET
TRENTON, NJ 08611

609.503.8104 Direct Dial
609.393.8581 Fax

www.garcesgrabler.com

Se habla Español

2 South Broad Street
Elizabeth, N.J. 07202
(908) 434-4901
(908) 434-6002 Fax

6 Throckmorton Street
Freehold, N.J. 07728
(732) 434-5000
(732) 414-9001 Fax

230 Livingston Avenue
New Brunswick, N.J. 08901
(732) 249-1900
(732) 229-1553 Fax

20 Green Street
Newark, N.J. 07102
(973) 645-0500
(973) 645-1001 Fax

502 Ambury Avenue
Perth Amboy, N.J. 08861
(732) 826-2300
(732) 826-4027 Fax

415 Watchung Avenue
Parsippany, N.J. 07054
(908) 769-3366
(908) 769-7093 Fax

325 South River Street
Hackensack, NJ 07601
(201) 857-6100
(201) 857-6101 Fax

2 Penn Center, 1500 JFK Blvd.
Suite 605
Philadelphia, PA 19102
(215) 837-3754
(800) 373-2303 Fax

Reply to: Trenton

October 12, 2017

Via Fax (732) 222-1513
Long Branch Police Report
Attn: Cpl. Thomas Huesten #294
344 Broadway
Long Branch, NJ 07740

Re: **OUR CLIENT:** Keyla Molina
D/O/A: 09/23/2017
LOCATION: Atlantic Ave
Our File No.: 283879

Dear Cpl. Thomas Huesten:

Please be advised that this law firm represents the above named client with regard to an incident that occurred on September 23, 2017.

Would you kindly provide us with a copy of the police accident report. Enclosed please find a completed OPRA form.

If there is a fee for this request; kindly fax us an invoice.

Thank you for your attention in this regard.

Very truly yours,
GARCES, GRABLER & LEBROCQ, PC

Louis A. Pecora

LOUIS A. PECORA
Paralegal for the Firm

LAP/jp
Encl(s)

Mary Moss

From: Kathy Schmelz
Sent: Monday, November 13, 2017 8:03 AM
To: Mary Moss
Subject: FW: Opra Request
Attachments: Ocean holding Dev LLC RVW 112017.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

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From: Luisa Rancapan [mailto:luisar@cisleads.com]
Sent: Friday, November 10, 2017 1:01 PM
To: Kathy Schmelz
Subject: Opra Request

Good afternoon.

Please confirm that OPRA request has been received. Thank you for your help.

Luisa Rancapan
Planning Reporter
Construction Information Systems


Plan
Due 11/22/17



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 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information – Please Print

First Name Luisa MI _____ Last Name Rancapan
 E-mail Address luisa@oisleads.com
 Mailing Address 170 Kinnelon Road
 City Kinnelon State NJ Zip 07405
 Telephone (973) 492-0509 FAX (973) 492-8378
 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 HAVE / (HAVE NOT) been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Luisa Rancapan Date 11/9/17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
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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.

I am requesting for a copy of the planning board application that includes the name, address and telephone number of the applicant, attorney, owner, and engineer for
Ocean Holding Dev LLC
200 Ocean Avenue
Block: 417 Lot: 4, 5, 01 12 & 13
 Please see attached public notice.

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
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In Progress ☐ Open ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____
 Records Provided _____

Custodian Signature _____

Date _____

Asbury Park Press, Neptune

Publication Name:
Asbury Park Press, Neptune

Publication URL:

Publication City and State:
Neptune, NJ

Publication County:
Monmouth

Notice Popular Keyword Category:

Notice Keywords:
planning board preliminary site

Notice Authentication Number:
201711091540558344210
1614335082

Notice URL:

[Back](#)

Notice Publish Date:
Thursday, November 09, 2017

Notice Content

CITY OF LONG BRANCH PLANNING BOARD MONMOUTH COUNTY, STATE OF NEW JERSEY NOTICE OF PUBLIC HEARING PLEASE TAKE NOTICE that the City of Long Branch ("City") Planning Board ("Board") will hold a public hearing on November 21, 2017, at 7:00 p.m., at the Council Chambers in City Hall located at 344 Broadway, Long Branch, Monmouth County, New Jersey or at such other time and place as the Board may adjourn to thereafter to consider an application made by Ocean Holdings Dev, LLC ("Applicant") for preliminary and final major site plan approval with bulk "c" variance relief pursuant to N.J.S.A. 40:55D-70(c) to permit the construction of twenty-six (26) residential townhouse units within thirteen (13) buildings, a 955 s.f. community center building, a 955 s.f. fitness center building, two (2) swimming pools, drive aisles, parking area, landscaping, and associated site improvements ("Application"), at the property located at 200 Ocean Avenue, Long Branch, New Jersey and designated as Lots 4, 5 01, 12 & 13, Block 417 on the City's Tax Map ("Property"). The Property consists of approximately 2.22 acres and is located in the City's Beachfront Mixed Zone District ("RC-1 Zone"). A portion of the Property is improved with an existing 2 story shopping center, and associated improvements which are to be demolished as part of the Application. Applicant seeks bulk variance relief from the requirements of the City's Zoning Ordinance ("Ordinance") pursuant to the New Jersey Municipal Land Use Law, N.J.S.A. 40:55D-1, et. seq. ("MLUL"), to permit: (1) a minimum front yard setback for principal buildings from Ocean Boulevard of 24.9 ft., 15.1 ft. from Ocean Avenue, and 15.7 ft. from Sea View Avenue, whereas 30 ft. is required; (2) a minimum side yard setback from principal buildings of 25 ft. whereas 30 ft. is required; (3) maximum lot coverage for structures of 81.8% whereas 66.1% exists and 35% is required; (4) 42 community center and fitness center parking spaces to be located on Ocean Avenue, whereas 24 parking spaces are required on-site, and 0 parking spaces are provided on-site for the community center and fitness center; (5) a minimum drive aisle width of 18.7 ft. whereas 25 ft. is required; (6) a minimum drive aisle setback to street of 5.5 ft. whereas 10 ft. is required; (7) a minimum setback from the side yard property boundary to internal parking areas of 1 ft. whereas 20 ft. is required; (8) a minimum setback from the side yard property boundary to internal driveway and drive aisles of 1 ft. whereas 10 ft. is required; (9) minimum lot frontage of 104.6 ft. whereas 200 ft. is required, an existing condition for which no change is proposed; and (10) minimum lot depth of 154.6 an existing condition for which no change is proposed. Applicant will seek any such variances, waivers, permits, and exceptions from the Ordinance and pursuant to the MLUL as the Board may require without further notice. A copy of the Application and supporting documentation is on file in the Office of the Board Secretary in City Hall located at 344 Broadway, Long Branch, Monmouth County, New Jersey, and is available for public inspection during regular business days and hours. This Notice is given pursuant to the MLUL. Any interested person may appear in person, through his attorney, or through his designated agent at the public hearing at the time and place herein stated and be heard on this Application. OCEAN

**HOLDINGS DEV, LLC By: John A. Giunco, Esq. Giordano Halleran & Ciesla, P.C. 125 Half Mile Road, Suite 300 Red Bank, NJ 07701 Attorneys
for Applicant Dated: November 7, 2017 Docs #2941453-v1 (\$75.90)**

[Back](#)



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 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information - Please Print

First Name Luisa MI _____ Last Name Rancapan
 E-mail Address luisar@risleads.com
 Mailing Address 170 Kinnelon Road
 City Kinnelon State NJ Zip 07426
 Telephone (973) 492-0509 FAX (973) 492-8378
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Luisa Rancapan Date 9/26/17

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 cost of material
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I am requesting for a copy of the building permit application that includes the name address and telephone number of the building general contractor for the Takanassee Beach Club Residential (Block: 60 Lot: 11) Ocean Avenue
 Project is proposed for 5 single family homes and eight condominiums at Takanassee Beach Club Site.

AGENCY USE ONLY

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

AGENCY USE ONLY

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

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Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided _____
 Custodian Signature Bids -
 Date 10/4/17



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Requestor Information - Please Print

First Name LUANN MI _____ Last Name SCOTT
 E-mail Address luannscott12@gmail.com
 Mailing Address 3421 Fairwater Place
 City MT Pleasant State SC Zip 29466
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature _____ Date _____

Payment Information

Maximum Authorization Cost \$ _____
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TAXES I Paid From 1981 to Aug 2017
169 Ocean Ave LB Empty lot

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided <u>To: Collector</u>			
Due: <u>11/22/17</u>			
Custodian Signature _____		Date _____	



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

Payment Information

First Name maria MI Last Name Zefferino

E-mail Address Maralmgnt@yahoo.com

Mailing Address 93 Five Points Road

City Colts Neck State Nj Zip 07722

Telephone FAX

Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature _____ Date _____

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 dependant 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.

Building permits , violations, tax records additions, demolition and history of ownership

188-190 Boley

AGENCY USE ONLY

Est. Document Cost

Est. Delivery Cost

Est. Extra 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	_____
Denied		Closed	_____
Filled		Closed	_____
Partial		Closed	_____

AGENCY USE ONLY

Tracking Information

Tracking #	Total
------------	-------

Rec'd Date	Deposit
11/1/78	100.00
11/15/78	200.00
11/30/78	300.00
12/15/78	400.00
12/31/78	500.00
1/15/79	600.00
1/31/79	700.00
2/15/79	800.00
2/28/79	900.00
3/15/79	1000.00
3/31/79	1100.00
4/15/79	1200.00
4/30/79	1300.00
5/15/79	1400.00
5/31/79	1500.00
6/15/79	1600.00
6/30/79	1700.00
7/15/79	1800.00
7/31/79	1900.00
8/15/79	2000.00
8/31/79	2100.00
9/15/79	2200.00
9/30/79	2300.00
10/15/79	2400.00
10/31/79	2500.00
11/15/79	2600.00
11/30/79	2700.00
12/15/79	2800.00
12/31/79	2900.00
1/15/80	3000.00
1/31/80	3100.00
2/15/80	3200.00
2/28/80	3300.00
3/15/80	3400.00
3/31/80	3500.00
4/15/80	3600.00
4/30/80	3700.00
5/15/80	3800.00
5/31/80	3900.00
6/15/80	4000.00
6/30/80	4100.00
7/15/80	4200.00
7/31/80	4300.00
8/15/80	4400.00
8/31/80	4500.00
9/15/80	4600.00
9/30/80	4700.00
10/15/80	4800.00
10/31/80	4900.00
11/15/80	5000.00
11/30/80	5100.00
12/15/80	5200.00
12/31/80	5300.00
1/15/81	5400.00
1/31/81	5500.00
2/15/81	5600.00
2/28/81	5700.00
3/15/81	5800.00
3/31/81	5900.00
4/15/81	6000.00
4/30/81	6100.00
5/15/81	6200.00
5/31/81	6300.00
6/15/81	6400.00
6/30/81	6500.00
7/15/81	6600.00
7/31/81	6700.00
8/15/81	6800.00
8/31/81	6900.00
9/15/81	7000.00
9/30/81	7100.00
10/15/81	7200.00
10/31/81	7300.00
11/15/81	7400.00
11/30/81	7500.00
12/15/81	7600.00
12/31/81	7700.00
1/15/82	7800.00
1/31/82	7900.00
2/15/82	8000.00
2/28/82	8100.00
3/15/82	8200.00
3/31/82	8300.00
4/15/82	8400.00
4/30/82	8500.00
5/15/82	8600.00
5/31/82	8700.00
6/15/82	8800.00
6/30/82	8900.00
7/15/82	9000.00
7/31/82	9100.00
8/15/82	9200.00
8/31/82	9300.00
9/15/82	9400.00
9/30/82	9500.00
10/15/82	9600.00
10/31/82	9700.00
11/15/82	9800.00
11/30/82	9900.00
12/15/82	10000.00
12/31/82	10100.00
1/15/83	10200.00
1/31/83	10300.00
2/15/83	10400.00
2/28/83	10500.00
3/15/83	10600.00
3/31/83	10700.00
4/15/83	10800.00
4/30/83	10900.00
5/15/83	11000.00
5/31/83	11100.00
6/15/83	11200.00
6/30/83	11300.00
7/15/83	11400.00
7/31/83	11500.00
8/15/83	11600.00
8/31/83	11700.00
9/15/83	11800.00
9/30/83	11900.00
10/15/83	12000.00
10/31/83	12100.00
11/15/83	12

Ready Date	Balance Due
-------------------	--------------------

Total Pages _____ Balance Paid _____

Records Provided

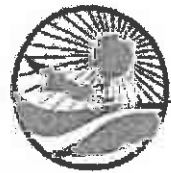
Records Provided

Bldg
Code
Tax Collector
Date 11/14/17
Custodian Signature



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8836
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Mark MI S Last Name Denisiuk
 E-mail Address 200kmd@yahoo.com
 Mailing Address 29 SPnms Garden Drive
 City Madison State NJ Zip 07940
 Telephone 908-592-5339 FAX
 Preferred Delivery: 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/2/2017

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 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.

Approved Site Plan(s) for:

[Dunkin Donuts
 588 Ocean Blvd.
 Long Branch, NJ 07740
 Block - 127, Lot - 2]

Most Recent Approved Site Plans and resolution.

Thank you.

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Plan/Zone _____			
Due 8/16/17			
Custodian Signature _____		Date _____	

Mary Moss

From: Kathy Schmelz
Sent: Monday, August 07, 2017 10:01 AM
To: Mary Moss
Subject: FW: OPRA request for Site Plan at Block 127, Lot 2
Attachments: OPRA B-127, L-2.pdf

Importance: High

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

From: Mark Denisiuk [mailto:mark.denisiuk@ferrieroengineering.com]
Sent: Monday, August 07, 2017 9:59 AM
To: Kathy Schmelz
Subject: OPRA request for Site Plan at Block 127, Lot 2
Importance: High

Dear Ms. Schmelz,
Attached please find an OPRA request for the following:

Approved Site Plan(s) and resolution for:

Dunkin Donuts
588 Ocean Boulevard
Long Branch, NJ 07740
Block 127, Lot 2

Email is my preferrend method of delivery, but I will pay for copies if you cannot scan them.

Thank you,
Mark S. Denisiuk



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY

PH 732-571-5886 FAX 732-222-8835
kschmelz@ci.long-branch.nj.us
Kathy L. Schmelz, RMC, City Clerk



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 Mark MI A Last Name Magnotta

E-mail Address magnotta23@gmail.com

Mailing Address 180 Avenel Blvd.

City Long Branch State NJ Zip 07740

Telephone 609-354-8426 FAX _____

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

Signature Mark Magnotta Date 2/23/17

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 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.

Looking for construction/building plans (blueprints) for my house 180 Avenel Blvd. Long Branch, NJ 07740.

Block: 387 Lot: 2

* Building Department *

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 _____
Denied - Closed _____
Filled - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

Bldg Dept _____

Due 3/6/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmetz@longbranch.org
 Kathy L. Schmetz, RMC, City Clerk



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 MARK MI I Last Name Tolstoi
 E-mail Address mtolstoi@ddandtLAW.com
 Mailing Address 658 Ridgewood Road
 City Maplewood State NJ Zip 07040
 Telephone 973-996-2121 FAX 973-996-2582
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 4-12-17

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 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.

Please provide copies of ANY permits, open, Certificates of Approval For the premises at

33 Cooper Ave, Unit 301, Lot 1.30.1 Block 301.0

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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 _____ Filed - Closed _____ Partial - Closed _____	Tracking Information Tracking # _____ Rec'd Date _____ Ready Date _____ Total Pages _____ Total _____ Deposit _____ Balance Due _____ Balance Paid _____ Records Provided _____ Hdg - _____ Due 4/25/17 Custodian Signature _____ Date _____
--	---	---



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5586 / Fax 732-222-8835
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



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 Mark MI J Last Name Tolstoi
 E-mail Address mtolstoi@dandlaw.com
 Mailing Address 658 Ridgewood Road
 City Maplewood State NJ Zip 07040
 Telephone 973-996-2121 FAX 973-996-2581
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/13/2017

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 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.

please provide copies of all permits, open permits, certificates of approval for the following property.

33 Cooper Avenue
 Unit 418

Lot: 1.418 Block: 301.01

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>[Signature]</u> Custodian Signature		<u>6/22/17</u> Date	

Mary Moss

From: Kathy Schmelz
Sent: Tuesday, June 13, 2017 11:57 AM
To: Mary Moss
Subject: FW: OPRA Request
Attachments: opra001.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

From: Dana Lorenzo [mailto:dlorenzo@ddandtlaw.com]
Sent: Tuesday, June 13, 2017 11:23 AM
To: Kathy Schmelz
Cc: Mark Tolstoi
Subject: OPRA Request

Good Morning –

Attached please find our OPRA request on the following property:

33 Cooper Avenue, Unit 418, Long Branch, New Jersey.

Thank you.

Dana Lorenzo

Legal Assistant
Tolstoi & Drachman, LLC.
658 Ridgewood Road
Maplewood, NJ 07040
Phone: (973) 996-2121
Fax: (973) 996-2581
dlorenzo@ddandtlaw.com



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

244 Broadway
 Phone 732-671-5686 / Fax 732-222-8836
 kschmetz@longbranch.org
 Kathy L. Schmetz, RMC, City Clerk



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 Marsha MI L Last Name Bloom
 E-mail Address mlbloomesq@gmail.com
 Mailing Address 1241 Leveque Way
 City Scotch Plains State NJ Zip 07076
 Telephone 908-769-0584 FAX 908-769-9290
 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 HAVE / HAVE NOT been convicted of any indictable offenses under the laws of New Jersey, any other state, or the United States.
 Signature Marsha L. Bloom Date 03-17-2017

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 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.

Re: 351 MacArthur Ave.
Building Dept: permits, nature & status

Assessor : current/pending assessments for municipal and/or private improvements

Public Works/Engineer : current/anticipated municipal improvements that may result in add'l. assess.

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
TO: Bldg _____			
Assessor _____			
DPW _____			
Due: <u>3/28/17</u>			
Custodian Signature _____		Date _____	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 MARTIN MI H Last Name WEINSTEIN
 E-mail Address MARTIN.WEINSTEIN@YAHOO.COM
 Mailing Address 725 Norwood Ave
 City Long Branch State NJ Zip 07740
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 12/1/17

Payment Information

Maximum Authorization Cost \$
 Select Payment Method
 Cash ☒ 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.

ALL CORRESPONDENCE WITH NJ Civil Service Commission requesting publication and testing for positions of Chief of Police in 2017.

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided <u>[Signature]</u> <u>12/7/17</u> <u>Dec 12/13/17</u> Custodian Signature <u> </u> Date <u> </u>			



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 MARTIN MI H Last Name WEINSTEIN
 E-mail Address MWEINSTEIN@UNBEATABLESALE.COM
 Mailing Address 195 Lehigh Ave Ste 5
 City Lakewood State NJ Zip 08701
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: ☐ Pick ☒ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [REDACTED] Date 8/11/17

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 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.

See ATTACHED Previous Request and Answer.
 Please provide SAME INFORMATION FOR
 Trailing for Remainder of Boardwalk
South of Pier Village.
 Advise if additional funds are due.

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided City Eng <u>N/A</u> K. Hays <u>N/A</u> S.H. <u>_____</u> C. Turner <u>_____</u> <u>Done 8/23/17</u>		Custodian Signature _____ Date _____	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8836
 kschnelr@longbranch.org
 Kathy L. Schnelr, RMC, City Clerk



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 MARTIN MI H Last Name WEINSTEIN
 E-mail Address M.WEINSTEIN@UNBEATABLESALE.COM
 Mailing Address 195 Lehigh Ave, Ste 5
 City Lakewood State NJ Zip 08701
 Telephone 732-354-1717 FAX 732-363-5616
 Preferred Delivery: Pick Up ☐ US Mail ☒ On-Site ☐ 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/12/17

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 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.

ALL CORRESPONDENCE, APPLICATIONS FOR, and/or Requests
 Between the City of Long Branch, the City Engineer
 and/or City Building Dept. to/from N.J. Dept.
 Community Affairs (DCA) in requesting a
 Design Exception for Railings in Pier Village
 and/or Boardwalk as referenced in attached
 email from City Engineer and Mr. Pollone

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notice
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.
Completed
8/11/17
 In Progress ☐ Open ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking Information		Final Cost
Tracking #	_____	Total _____
Rec'd Date	_____	Deposit _____
Ready Date	_____	Balance Due _____
Total Pages	_____	Balance Paid _____
Records Provided		
<u>TO: J. Freida, Auction</u> <u>K. Housley</u> <u>S. Micoase</u>		
<u>Date: 8/16/17</u>		
Custodian Signature	_____	Date _____

OPRA Request Status Sheet
Long Branch Building Department

To: City of Long Branch Municipal Clerk's Office

Address _____

Block _____ Lot _____

Applicant W. Vanden

Date request received by building dept. 8-2-17

The Building Department is in receipt of the "Request for Government Records" form for the property referenced above.

- ☒ Please be advised that the information request has been processed and copies have been forwarded to the clerk's office.
- ☐ Please be advised that the building department does not have files pertaining to the information requested.
- ☐ Please be advised that the request, as submitted, cannot be honored because of its generality. Please have the applicant provide our office with a specific time period and/or outline specific details of the information requested.
- ☐ Please be advised that the information requested has been archived and we will require additional time to allow for document retrieval.
- ☐ Please be advised that the request cannot be honored because the information requested could be used to jeopardize security of a building or facility or the persons therein. (Executive Order 21, issued 7/8/02)

Date processed 8-10-17

Processor's name [Signature]



APPLICATION FOR A VARIATION

Date Received _____ Control # _____
 Date Issued _____ Permit # _____
 Date Revised _____ Date Permit Issued _____

Block 222

IDENTIFICATION

Block 222

Lot 4.01, 4.02, 4.03

Work Site Location

Box 111402

Contractor FORD WYN 0002

Address 127 TAPPALE DR.

Owner in Fee RIVERVIEW DEVELOPMENT II LLC

Address 5 MARINE VIEW PLAZA

Phone 908 683 0500

Tele 908 683 0500

Tele

File No

Federal Emp. No. 222222222

or Social Security No.

FEE \$ (Determined by Enforcing Agency)

APPLICANT STATEMENT

Please state the requirements of the subcode from which a variation is sought. (Use separate application forms for each variation request): International Building Code 2000, New Jersey Edition: 1003.2.12.2

Guards, Opening Limitations: "Open guards shall have balusters or ornamental patterns such that a 4-inch-diameter sphere cannot pass through any opening up to a height of 34 inches (864mm). From a height of 34 inches (864mm) to 42 inches (1067mm) above the adjacent walking surfaces, a sphere of 8 inches (203mm) in diameter shall not pass.

How would compliance with said provisions result in practical difficulties? Explain the nature and extent of these difficulties: The baluster requirement is inconsistent with the historic boardwalk railing that is in evidence all along the existing Long Branch boardwalk, and along the entire New Jersey shore area.

Please state an alternative to the subcode requirement that will still protect the health, safety and welfare of the occupants: In keeping with the New Jersey Uniform Construction Code, NJAC5:23-6.33(b)10.11 Historic Buildings, Special Provisions, Railings, Guardrails: "a rail height of at least 30 inches shall be accepted and the existing or original baluster spacing shall be permitted to remain; the Applicant will install a 42 inch high 2-rail guard to replace the previously existing 2-rail guard at this same location. The new rail will not be any less safe than the old guard and will conform in historic appearance to the old rail.

DATE 4/27/05

SIGNED

APPLICANT

DETERMINATION

This application is to be reviewed within 20 business days.

After reviewing the facts, we ☐ DENY ☐ GRANT the above variation request, in accordance with N.J.A.C. 5:23-2.9 through 2.13, for the following reasons:

Date

4/29/05

Building Subcode Official

Plumbing Subcode Official

Elevator Subcode Official

Electrical Subcode Official

Fire Subcode Official

Construction Official

U.C.C. Form F-1008

City of Long Branch

Office of the Construction Official

344 Broadway Long Branch, NJ 07740
Phone (732) 222-7000 x 252 Fax (732) 222-4432

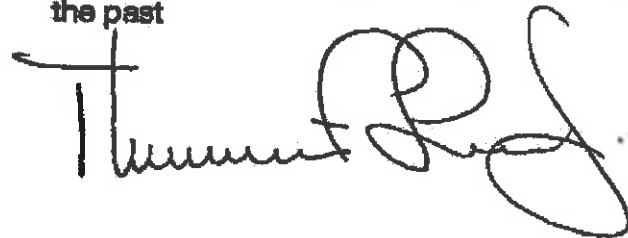
Note To File

Block - Lot - Address - Pier Village

Date: April 28, 2005

The "Application for a Variation" submitted by Tom Baurer of Melillo & Bauer was based on our discussion of the railings (guardrails) that had existed on the boardwalk historically. Based on the provisions of 5:23-6.33 (b) 10, I agreed to the variation for the guardrails - my interpretation was that the section indicates that the existing system can be replaced by a matching system. I disregarded the portion of section 10 ii referring to 30" high guards (for drops of less than 48") since the guards in question are 42" high.

As noted in Bauer's application, the level of protection will be equal to that in place in the past



viii. **Structural, Plumbing, Electrical, and Mechanical:** Some changes of use may necessitate changes to the structural, plumbing, electrical, or mechanical systems of a building. These requirements are set forth in N.J.A.C. 5:23-6.31(k), (l), (m) and (n) of this subcode. Only those requirements necessitated by the change and needed for health or safety in the new use as specified must be met.

ix. **Accessibility Requirements:** Changes of use must conform to the accessibility requirements specified in N.J.A.C. 5:23-6.31(o) before the building can be occupied for the new use.

5. Where the owner of a building undergoing a change of use decides to undertake work not required by N.J.A.C. 5:23-6.31, then that work must comply with the requirements for repair, renovation, alteration, and reconstruction, as the case may be, which are established by N.J.A.C. 5:23-6.4, 6.5, 6.6 and 6.7.

6. Where the use of a building or portion of a building is changed, a new certificate of occupancy is required for the new use by the provisions of N.J.A.C. 5:23-2. This does not mean that all changes of use are required to meet the requirements for reconstruction. Only a project which meets the definition of reconstruction set forth in N.J.A.C. 5:23-6.3 need comply with the provisions of N.J.A.C. 5:23-6.7, Reconstruction.

(b) **Additions:** Additions are required to comply with the provision of the other technical subcodes of the Uniform Construction Code. Work in the existing building which is related to the addition must conform with the requirements of N.J.A.C. 5:23-6.32. Additionally, such work undertaken in the existing building must comply with the requirements for repair, renovation, alteration, and reconstruction as set forth in N.J.A.C. 5:23-6.4, 6.5, 6.6 and 6.7.

(i) **Historical Buildings:** N.J.A.C. 5:23-6.33 defines those buildings which are to be treated as historic and sets forth certain special requirements applicable to historic buildings which modify the provisions of this subcode when a building is historic. N.J.A.C. 5:23-6.33 should be reviewed to determine if a building is to be treated as historic under this subcode and for the special provisions applicable to the various types of historical buildings.

Amended by R.2000 d.492, effective December 18, 2000.
See: 32 N.J.R. 3219(a), 32 N.J.R. 4437(b).

In (a)3, deleted the last sentence; and in (d)7, updated N.J.A.C. reference.

Amended by R.2003 d.218, effective May 19, 2003.
See: 35 N.J.R. 29(a), 35 N.J.R. 2209(a).

In (c)2 and (d)2, substituted "R-3 and R-5" for "R-3/R-4"; in (f)5iii, (g)4ii, and (g)4vii, updated N.J.A.C. references.

Amended by R.2004 d.145, effective April 5, 2004.
See: 35 N.J.R. 5190(a), 36 N.J.R. 1758(a).

Deleted references to use preceding references to group throughout; in (g)4vi, substituted references to automatic sprinkler system for fire suppression throughout.

5:23-6.2 Applicability and compliance

(a) This subchapter, adopted pursuant to authority of the State Uniform Construction Code Act (P.L. 1975, c.217), and entitled "Rehabilitation Subcode," shall be known and may be cited throughout the regulations as N.J.A.C. 5:23-6, and when referred to in subchapter 6 of this chapter, may be cited as "this subchapter" or "this subcode." Unless otherwise specifically provided, all references to article or section numbers, or to provisions not specifically identified by number, shall be construed to refer to such article, section or provision of this subchapter.

(b) **Scope:** Except as otherwise specified, this subchapter shall control all matters concerning the repair, renovation, alteration, reconstruction, change of use, and addition to all buildings and structures and their service equipment as defined herein and shall apply to all existing buildings and structures in the State of New Jersey.

1. This subchapter shall not be applied to any building or portion thereof that has never been occupied. In such buildings or spaces, the requirements of the other subcodes of the Uniform Construction Code for new construction shall apply.

2. All work shall be classified by the construction official, in consultation with the appropriate subcode official(s), as one or more of six categories: repair, renovation, alteration, reconstruction, change of use, and additions. Specific requirements are established for each work category.

i. If a structure is demolished except for a de minimis amount, the construction official shall designate the replacement structure as a new structure and apply the requirements of the Uniform Construction Code applicable to new construction.

3. Work of more than one category may be part of a single work project.

i. Where a project includes repair, renovation or alteration work, then the work in each such category shall comply with the requirements for that category of work.

ii. Where a project is a reconstruction project which includes repair, renovation or alteration work, then the work in each such category shall comply with the requirements for that category of work.

iii. Where an alteration project results in a new building element, then each such new element shall comply with the requirements for new building elements.

1. Infilling of floor openings, such as elevator and exit stair shafts, and the addition of mezzanines and equipment penthouses shall be permitted as allowed by the building subcode. (Plan review—Building, Fire, Inspection—Building)

(e) Where an addition increases or extends the size of a fire area beyond that which is allowed by Section 903 of the building subcode, an automatic sprinkler system shall be provided throughout the fire area unless the addition is separated from the existing building by a fire separation assembly in accordance with Table 302.3.3 of the building subcode.

1. Exception: This requirement shall not apply to increases to the floor area of the building of less than five percent. (Fire)

(f) Whenever an addition is made to a detached, single-family dwelling of Group R-3 or R-5, smoke detectors shall be installed in accordance with the following:

1. If the cumulative area of all floors of the addition(s) is 25 percent or more of the floor area of the largest floor of the existing building, smoke detectors complying with the building subcode shall be installed throughout the addition and the existing building.

2. If the cumulative area of all floors of the addition(s) is five percent or more, but less than 25 percent, of the floor area of the largest floor of the existing building, hardwired, interconnected smoke detectors with battery back-up meeting the requirements of NFPA 72, except as otherwise provided in the building or fire protection subcode, shall be installed and maintained in each story in the dwelling unit, including basements. (Fire)

(g) All additions shall comply with the requirements of the barrier free subcode (N.J.A.C. 5:23-7), where applicable.

1. The addition shall include accessible entrance(s) unless the requirement that 50 percent of the building entrances be accessible has been met in the existing building. (For purposes of calculating the number of accessible entrances required, all entrances in the existing building and planned for the addition shall be included.)

i. If the only accessible entrance to the addition is located in the existing building or facility, at least one interior accessible route shall provide access through the existing building to all rooms, elements, or spaces in the addition.

2. If there are no toilet rooms in the addition, accessible toilet facilities that comply with the barrier free subcode shall be provided in the existing building. (Building)

(h) Structural loads: The following concern structural loads imposed by additions:

1. An addition shall not impose new loads which would cause the existing building to be subject to stresses exceeding those permitted by the building subcode.

2. An addition shall not increase the forces in any structural element of the existing building or structure by more than five percent, unless the increased forces on the element are still in compliance with the building subcode for new structures.

3. An addition shall not decrease the strength of any structural element of the existing building or structure unless the element still exceeds the strength required by the building subcode for new structures. (Building)

Amended by R.1999 d.424, effective December 6, 1999.

See: 31 N.J.R. 2428(a), 31 N.J.R. 4001(e).

In (d)1, rewrote the first sentence; and in (g)2, deleted "Section 1110 of" following "comply with".

Administrative change.

See: 32 N.J.R. 1380(a).

Amended by R.2003 d.218, effective May 19, 2003.

See: 35 N.J.R. 29(a), 35 N.J.R. 2209(a).

In (d), substituted "Section 705" for "Section 313.1.3"; in (e), substituted "which is allowed by Section 903" for "allowed by Chapter 9" and substituted "Table 302.3.3" for "Section 313.1.2" in the introductory paragraph; in (f), substituted "R-5" for "R-4" in the introductory paragraph.

Amended by R.2004 d.145, effective April 5, 2004.

See: 35 N.J.R. 5190(a), 36 N.J.R. 1758(a).

In (e), deleted "use" preceding "group"; in (d), deleted 1 and recodified former 2 as 1; in (e), substituted "an automatic sprinkler system" for "suppression"; in (f), deleted "Use" preceding "Group" in the introductory paragraph, and substituted "If the cumulative area of all floors of the addition(s)" for "If the area of the addition" at the beginning of 1 and 2.

5:23-6.33 Historic buildings

(a) Except as provided for in this section, historic buildings shall comply with the provisions of this subcode relating to the repair, renovation, alteration, restoration, reconstruction, movement and/or change of use of structures.

1. For purposes of applying this section, historic buildings shall include any building that meets one or more of the following criteria:

i. Buildings listed on the New Jersey or National Registers of Historic Places either individually or as a contributing building to a historic district;

ii. Buildings that have been issued a Determination of Eligibility by the Keeper of the National Register of Historic Places;

iii. Buildings identified as contributing buildings to Local Historic Districts which have been certified by the Keeper of the National Register as substantially meeting the National Register Criteria; or

iv. Buildings with a State Historic Preservation Officer Opinion or Certification that the property is eligible to be listed on the National Register of Historic Places either individually or as a contributing building to a historic district.

2. Variations: Building owners wishing to use an alternative to compliance with specific provisions of this subcode shall submit request(s) for variations in writing in accordance with N.J.A.C. 5:23-2.10. Requests for variations shall identify all nonconformities with the requirements of this subcode and shall include: a statement of the requirements of this subcode from which a variation is sought, a statement of the manner by which strict compliance with the provisions of this subcode would result in practical difficulties or would detract from the historic character of the building and a statement of feasible alternatives to the requirements of this subcode that would adequately protect the health, safety and welfare of the intended occupants and of the public generally.

i. The provisions of N.J.A.C. 5:23-2.10, Variations, notwithstanding, a variation may be granted where no feasible alternative to the strict requirements of the subcode exists, provided that the owner submits a finding by a qualified architect that the feature of the building which cannot be brought into strict compliance with the requirements of this subcode is essential to maintaining the historical value and character of the building. Any such finding submitted in support of a variation application shall be in writing and shall state the basis and reasons for the finding.

ii. Variations to applicable barrier free requirements may be granted only if the historic character of the building would be threatened or destroyed as determined by the New Jersey State Historic Preservation Office.

3. When a historic building is used as a historic museum, the building shall be classified as Group B provided that the following conditions are met:

i. A limit on occupancy, not to exceed 50, is set by the construction official based on egress capacity and travel distance using the following parameters:

(1) For buildings with a single means of egress, occupancy shall be limited to the first and second floors, and the travel distance shall not exceed 75 feet;

(2) Two means of egress shall be required from all floors above the second floor where occupancy is permitted.

ii. There is supervision by a guide or other employee or volunteer knowledgeable in the emergency exiting procedures during all times that the building is occupied by visitors. (Plan review—Building, Fire. Inspection—Building)

(b) Special provisions: Historic buildings undergoing repair, renovation, alteration, restoration or reconstruction consistent with the U.S. Secretary of the Interior Standards for the Treatment of Historic Properties may comply with the following in lieu of compliance with the corresponding requirements of this subcode.

1. Materials and methods: Original or replica materials and original methods of construction may be used, subject to the provisions of this section.

i. Exception: Components of building systems hidden from public view, including but not limited to electrical equipment and wiring, plumbing equipment and piping and heating equipment, shall comply with N.J.A.C. 5:23-6.8, Materials and methods. (Plan review—Building, Fire. Inspection—Building)

2. Exterior Walls: Exterior walls shall not be required to be modified to meet the requirements for fireresistive wall construction. (Plan review—Building, Fire. Inspection—Building)

3. One hour fireresistive assemblies: Where one hour fireresistive construction is required by this subcode, it need not be provided regardless of construction or occupancy where the existing wall and ceiling finish is lath and plaster. (Plan review—Building, Fire. Inspection—Building)

4. Roof covering: Historic buildings shall meet the intent of Section 1504 of the building subcode, but shall not be required to meet Sections 1506 and 1507. The existing type of roof covering may be continued or replaced with the same materials or the preexisting materials may be replaced or restored if the materials are documented to be historic. (Building)

5. Means of Egress: Existing door openings and corridor and stairway widths of less than that specified in N.J.A.C. 5:23-6.10 through 6.30 may be approved, provided that, in the opinion of the subcode official, there is sufficient width and height for a person to pass through the opening or traverse the exit. (Plan review—Building, Fire. Inspection—Building)

6. Doors: The existing front or main exit doors need not swing in the direction of exit travel when serving fewer than 50 people or when other approved exits having sufficient capacity to serve the total occupant load are provided.

i. Existing or replica hardware shall be permitted provided that no life safety hazard is created and that the hardware meets the intent of the barrier free subcode if applicable (that is, operable without pinching, grasping or twisting.) Existing or replica hardware may be fixed in place or modified to meet the intent of the barrier free subcode. (Plan review—Building, Fire. Inspection—Building)

7. Transoms: Existing transoms in corridors and other fire rated walls may be retained in accordance with this subcode. (Plan review—Building, Fire. Inspection—Building)

8. Interior Finishes: The existing finishes or replacement finishes on corridor walls and ceilings may be accepted where it is demonstrated that it is the historic finish.

i. In buildings other than Group R-3 or R-5, finishes in exitways shall have a flame-spread classification of Class III or better. Existing nonconforming materials shall be surfaced with an approved fire-retardant paint or finish unless the building is equipped throughout with an automatic sprinkler system installed in accordance with the building subcode. (Plan review—Building, Fire, Inspection—Building)

9. Stairways: Stairways shall comply with the following:

i. Enclosure: Stairway enclosures may be omitted in a historic building for that portion of the stair serving the first and second floor. This provision shall be applied to only one stair per building.

(1) In buildings of three stories or less, exit enclosure construction shall limit the spread of smoke by the use of tight fitting doors and solid elements. Such elements shall not require a fire-resistance rating.

ii. Riser height and tread width: When stairs are replaced or repaired, the existing or original riser height and tread width shall be permitted to remain. (Plan review—Building, Fire, Inspection—Building)

10. Railings: Railings shall comply with the following:

i. Handrails: Existing handrails may remain or may be replaced with handrails matching the original handrails.

ii. Guardrails: For vertical drops of between 30 inches and 48 inches, a rail height of at least 30 inches shall be accepted and the existing or original baluster spacing shall be permitted to remain.

(1) Exception: Replacement guardrails in buildings of Group E or R-1 shall comply with Section 1003.2.12 of the building subcode. (Plan review—Building, Fire, Inspection—Building)

11. Exit Signs: The fire protection subcode official may accept alternate exit sign design and/or location where strict compliance would damage the historic character of the building. Alternative signs shall identify the exits and exit path. (Plan review—Building, Fire, Inspection—Building)

12. Ceiling height: Existing ceiling heights shall be permitted to remain.

i. Exception: Buildings of Group R-1 or R-2 shall comply with the applicable requirements of the Hotel and Multiple Dwelling Regulations (N.J.A.C. 5:10) or shall obtain an exception under those rules. (Building)

(c) Relocated historic buildings: The following apply to relocated historic buildings:

1. Foundations of relocated historic buildings and structures shall comply with the building subcode. (Building)

2. Relocated historic buildings shall be so sited that exterior walls and openings comply with the requirements of the building subcode. (Plan review—Building, Fire, Inspection—Building)

(d) Special change of use provisions: Compliance with the following and with the provisions of (b) above shall be permitted for any change of use of a historic building provided that the restoration of the building is being performed consistent with the U.S. Secretary of the Interior Standards for the Treatment of Historic Properties.

1. Building Area: The floor area for historic buildings undergoing a change of use to a higher hazard category as per Table E of N.J.A.C. 5:23-6.31 may exceed the allowable areas specified in the building subcode for the proposed group by 50 percent. (Plan review—Building, Fire, Inspection—Building)

Amended by R.1999 d.424, effective December 6, 1999.

See: 31 N.J.R. 2428(a), 31 N.J.R. 4001(c).

In (a), inserted 2ii, deleted a former 3, and recodified former 4 as 3. Amended by R.2003 d.218, effective May 19, 2003.

See: 35 N.J.R. 29(a), 35 N.J.R. 2209(a).

In (b)4, substituted "Section 1504" for "Section 1505.0" and substituted "Sections 1506 and 1507" for "Section 1507.0"; in (b)8i, inserted "or R-5" after "Use Group R-3"; in (b)10i(1), substituted "Section 1003.2.12" for "Section 1021.0".

Amended by R.2004 d.145, effective April 5, 2004.

See: 35 N.J.R. 5190(a), 36 N.J.R. 1758(a).

Deleted "Use" preceding "Group" throughout, and substituted references to automatic sprinkler for references to fire suppression in (b)8i. Administrative correction.

See: 36 N.J.R. 3398(b).

SUBCHAPTER 7. BARRIER FREE SUBCODE

Law Review and Journal Commentaries

Disability Law: Public Accommodations and the ADA. David J. Popiel, 170 N.J.Law. 16 (Mag.) (July 1995).

Disability Law: Housing Discrimination and the Disabled. David P. Lazarus, Susan DiMaria, 170 N.J.Law. 20 (Mag.) (July 1995).

5:23-7.1 Applicability

The provisions of this subchapter shall apply to all buildings, including their associated sites and facilities, and portions thereof, unless exempted by this subchapter. This subchapter shall be interpreted to require access for people with disabilities, including, but not limited to, occupants, employees, consumers, students, spectators, participants, or visitors.

Repeal and New Rule, R.1999 d.105, effective April 5, 1999.

See: 30 N.J.R. 2972(a), 31 N.J.R. 852(a).

Section was "Accessibility Standards".

5:23-7.2 Accessibility standard

(a) The International Code Council/American National Standards Institute standard (ICC/ANSI) A117.1-1998, entitled "Accessible and Usable Buildings and Facilities," is adopted by reference with modification as the technical design standard for accessible construction.

1. Copies of ICC/ANSI A117.1-1998 may be obtained from ANSI at 11 West 42nd Street, New York, New York 10036.

(b) Dimensions and constructions specifications for sites, buildings and structures required by this subchapter to be accessible shall comply with ICC/ANSI A117.1-1998, modified as follows:

1. In section 101.1, delete exceptions 2 and 3, which apply to Type B dwelling units;

2. In section 106.5, delete the definition of "Administrative Authority";

3. Delete Chapter 2, "Scoping";

4. In Sections 308.2.2, entitled "Forward Reach: Obstructed High Reach," and 308.3.2, entitled "Side Reach: Obstructed High Reach," add the following language at the end of each section: "Exception: The maximum height and depth of the obstruction shall not apply to kitchen counters in dwelling units."

5. In section 405.2, delete the exception and Table 405.2, which gives the slope of a ramp for an existing building;

6. Delete the Exception to section 505.6, entitled "Handrails, Gripping Surface."

7. Delete section 507, entitled "Bus Pads";

8. Section 702, entitled "Alarms," shall be deleted in its entirety.

9. Section 804.4, entitled "Work surface," shall be deleted in its entirety.

10. Sections 804.5, entitled "Sink," and 804.6, entitled "Kitchen storage," shall be amended to state that "Clear floor space complying with Section 305 shall be provided."

11. Section 804.7, entitled "Appliances," shall be amended to read as follows, "Where provided, kitchen appliances shall comply with Section 804.7.1, entitled "Clear Floor Spaces."

12. Sections 804.7.2, entitled "Operating Controls," 804.7.3, entitled "Dishwasher," 804.7.4, entitled "Range or Cooktop," 804.7.5, entitled "Oven," and 804.7.6, entitled "Refrigerator/Freezer," shall be deleted in their entirety.

13. In Section 1002.3, Exception 3, the exceptions are amended to read as follows:

1. Exception 1. Exterior spaces.

ii. Exception 2. Attics and basements.

14. At Section 1002.9, entitled "Operable Parts," Exception 2 shall be deleted in its entirety.

15. Section 1002.11 is amended as follows: Toilets and bathing facilities shall be required to comply with Sections 1002.11.1 through 1002.11.7.

16. Section 1002.13, entitled "Windows," shall be an adaptable feature;

17. Section 1002.11.4, entitled "Mirrors," shall be an adaptable feature;

18. Amend section 1002.12.3.2 as follows: "EXCEPTION: A counter that is adjustable or replaceable as a unit to provide a work surface at heights between 29 inches minimum and 36 inches maximum"; and

19. Delete Chapter 10, section 1003, entitled "Type B Dwelling Units," in its entirety.

New Rule, R.1999 d.105, effective April 5, 1999.

See: 30 N.J.R. 2972(a), 31 N.J.R. 852(a).

Former N.J.A.C. 5:32-7.2, Recreation, recodified to N.J.A.C. 5:23-7.15.

Amended by R.2002 d.350, effective November 4, 2002.

See: 34 N.J.R. 626(a), 34 N.J.R. 3772(a).

Rewrote the section.

Amended by R.2004 d.59, effective February 2, 2004.

See: 35 N.J.R. 4631(a), 36 N.J.R. 649(a).

Rewrote (b).

5:23-7.3 Exceptions

(a) The following nonresidential buildings or structures or portions thereof shall not be required to comply with the provisions of this subchapter.

1. Temporary structures, sites and equipment directly associated with the construction process, such as construction site trailers, bridging, or material hoists shall be exempt from the provisions of this subchapter;

i. Exception: Construction site trailers used as sales offices shall be accessible;

2. Areas of buildings or structures where work cannot reasonably be performed by persons having a severe impairment (sight, mobility or hearing) shall not be required to comply with the specific provisions of this subchapter that provide accessibility to such persons;

i. Such areas include, but are not limited to, observation galleries used primarily for security purposes, non-occupiable spaces accessed only by ladders, catwalks, crawl spaces, or very narrow passageways, including elevator pits, elevator penthouses, piping, or equipment catwalks; and

3. Unclassified accessory buildings or structures of Use Group U shall be exempt from the provisions of this subchapter, except as follows:

3404.2.3 Structural loads: The structural loads shall comply with Sections 1614.4 and 1614.5.

3404.2.4 Electrical: The design and construction of alterations to existing wiring systems shall comply with Section 2701.1.

3404.2.5 Sewer and water supply: The design and construction of alterations to existing plumbing systems shall comply with Section 2903.0.

3404.2.6 Signs: Alterations to signs shall comply with Section 3102.4.2.

SECTION 3405.0 CHANGE OF OCCUPANCY

3405.1 Approval: A change of occupancy shall not be made to any structure which will subject the structure to any special provisions of this code without approval of the code official. The code official shall certify that such structure meets the intent of the provisions of law governing building construction for the proposed new occupancy, and that such change of occupancy does not result in any greater hazard to the public health, safety or welfare.

SECTION 3406.0 HISTORIC STRUCTURES

3406.1 Compliance: The provisions of this code relating to the construction, repair, alteration, addition, restoration and movement of structures shall not be mandatory for existing buildings and structures identified and classified by the federal, state or local government authority as historic buildings where such buildings are judged by the code official to be safe and in the interest of public health, safety and welfare regarding any proposed construction, alteration, repair, addition and relocation.

SECTION 3407.0 MOVED STRUCTURES

3407.1 Compliance: Structures moved into or within the jurisdiction shall comply with the provisions of this code for new structures or shall comply with Section 3408.0, provided that the siting and fire separation distance comply with the requirements for new structures.

SECTION 3408.0 COMPLIANCE ALTERNATIVES

3408.1 Compliance: The provisions of this section are intended to maintain or increase the current degree of public safety, health and general welfare in existing buildings while permitting repair, alteration, addition and change of occupancy without requiring full compliance with Chapters 2 through 33, or Sections 3403.0 through 3407.0, except where compliance with other provisions of this code is specifically required in this section.

3408.2 Applicability: Structures existing prior to [DATE TO BE INSERTED BY THE JURISDICTION. NOTE: IT IS RECOMMENDED THAT THIS DATE COINCIDE WITH THE EFFECTIVE DATE OF BUILDING CODES WITHIN THE JURISDICTION], in which there is work involving additions, alterations or changes of occupancy, shall be made to conform to the requirements of this section or the provisions of Sections 3403.0 through 3407.0.

The provisions in Sections 3408.2.1 through 3408.2.5 shall apply to existing occupancies that will continue to be, or are

proposed to be, in Use Groups A, B, E, F, M, R and S. The provisions shall not apply to buildings with occupancies in Use Group H or I.

3408.2.1 Change in use group: Where an existing building is changed to a new use group classification and this section is applicable, the provisions of this section for the new use group shall be used to determine compliance with this code.

3408.2.2 Part change in use group: Where a portion of the building is changed to a new use group classification, and that portion is separated from the remainder of the building with fire separation assemblies having a fire resistance rating as required by Table 313.1.2 for the separate use groups, or with approved compliance alternatives, the portion changed shall be made to conform to the provisions of this section.

Where a portion of the building is changed to a new use group classification, and that portion is not separated from the remainder of the building with fire separation assemblies having a fire resistance rating as required by Table 313.1.2 for the separate use groups, or with approved compliance alternatives, the provisions of this section which apply to each use group shall apply to the entire building. Where there are conflicting provisions, those requirements which secure the greater public safety shall apply to the entire building or structure.

3408.2.3 Additions: Additions to existing buildings shall comply with all of the requirements of this code for new construction. The combined height and area of the existing building and the new addition shall not exceed the height and area allowed by Section 503.0. Where a fire wall that complies with Section 707.0 is provided between the addition and the existing building, the addition shall be considered a separate building.

3408.2.4 Alterations and repairs: An existing building or portion thereof which does not comply with the requirements of this code for new construction shall not be altered or repaired in such a manner that results in the building being less safe or sanitary than such building is currently. If, in the alteration or repair, the current level of safety or sanitation is to be reduced, the portion altered or repaired shall conform to the requirements of Chapters 2 through 12 and Chapters 14 through 33.

3408.2.5 Accessibility requirements: All portions of the buildings proposed for change of occupancy shall conform to the accessibility provisions of Section 1110.0.

3408.3 Acceptance: For repairs, alterations, additions and changes of occupancy to existing buildings that are evaluated in accordance with this section, compliance with this section shall be accepted by the code official.

3408.3.1 Hazards: Where the code official determines that an unsafe condition exists, as provided for in Section 119.0, such unsafe condition shall be abated in accordance with Section 119.0.

3408.3.2 Compliance with other codes: All buildings that are evaluated in accordance with this section shall comply



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 MARTIN MI H Last Name WEINSTEIN
 E-mail Address MWEINSTEIN@UNBEATABLESALE.COM
 Mailing Address 195 Lehigh Ave. Ste 5
 City Lakewood State NJ Zip 08701
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/12/17

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 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.

ALL CORRESPONDENCE, APPLICATIONS FOR, and/or Requests
 Between the City of Long Branch, the City Engineer
 and/or City Building Dept. to/from N.J. Dept.
 Community Affairs (DCA) in requesting a
 Design Exception for Railings in Pier Village
 and/or Boardwalk as referenced in attached
 email from City Engineer and Mr. Pallone.

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided TO: J. Freda, Aviation _____ K. Hayes _____ S. Midose _____			
Due: 8/16/17 Custodian Signature _____		Date _____	

DEPOSITS

The custodian may require a deposit against costs for reproducing documents sought through an anonymous request whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce.

Where a special service charge is warranted under OPRA, that amount will be communicated to you as required under the statute. You have the opportunity to review and object to the charge prior to it being incurred. If, however, you approve of the fact and amount of the special service charge, you may be required to pay a deposit or pay in full prior to reproduction of the documents.

YOUR REQUEST FOR RECORDS IS DENIED FOR THE FOLLOWING REASON(S):

(To be completed by the Custodian of Records – check the box of the numbered exemption(s) as they apply to the records requested. If multiple records are requested, be specific as to which exemption(s) apply to each record. Response is due to requestor as soon as possible, but no later than seven business days.)

N.J.S.A. 47:1A-1.1

- ☐ Inter-agency or intra-agency advisory, consultative or deliberative material
- ☐ Legislative records
- ☐ Law enforcement records:
 - ☐ Medical examiner photos
 - ☐ Criminal investigatory records (however, N.J.S.A. 47:1A-3.b. lists specific criminal investigatory information which must be disclosed)
 - ☐ Victims' records
- ☐ Trade secrets and proprietary commercial or financial information
- ☐ Any record within the attorney-client privilege
- ☐ Administrative or technical information regarding computer hardware, software and networks which, if disclosed would jeopardize computer security
- ☐ Emergency or security information or procedures for any buildings or facility which, if disclosed, would jeopardize security of the building or facility or persons therein
- ☐ Security measures and surveillance techniques which, if disclosed, would create a risk to the safety of persons, property, electronic data or software
- ☐ Information which, if disclosed, would give an advantage to competitors or bidders
- ☐ Information generated by or on behalf of public employers or public employees in connection with:
 - ☐ Any sexual harassment complaint filed with a public employer
 - ☐ Any grievance filed by or against an employee
 - ☐ Collective negotiations documents and statements of strategy or negotiating
- ☐ Information that is a communication between a public agency and its insurance carrier, administrative service organization or risk management office
- ☐ Information that is to be kept confidential pursuant to court order
- ☐ Certificate of honorable discharge issued by the United States government (Form DD-214) filed with a public agency
- ☐ Social security numbers
- ☐ Credit card numbers
- ☐ Unlisted telephone numbers
- ☐ Drivers' license numbers
- ☐ Certain records of higher education institutions:
 - ☐ Research records
 - ☐ Questions or scores for exam for employment or academics
 - ☐ Charitable contribution information
 - ☐ Rare book collections gifted for limited access
 - ☐ Admission applications
 - ☐ Student records, grievances or disciplinary proceedings revealing a students' identification
- ☐ Biotechnology trade secrets N.J.S.A. 47:1A-1.2
- ☐ Convicts requesting their victims' records N.J.S.A. 47:1A-2.2
- ☐ Ongoing investigations of non-law enforcement agencies (must prove disclosure is inimical to the public interest) N.J.S.A. 47:1A-3.a.
- ☐ Public defender records N.J.S.A. 47:1A-5.k.
- ☐ Upholds exemptions contained in other State or federal statutes and regulations, Executive Orders, Rules of Court, and privileges created by State Constitution, statute, court rule or judicial case law N.J.S.A. 47:1A-9
- ☐ Personnel and pension records (however, the following information must be disclosed:
 - An individual's name, title, position, salary, payroll record, length of service, date of separation and the reason for such separation, and the amount and type of any pension received
 - When required to be disclosed by another law, when disclosure is essential to the performance of official duties of a person duly authorized by this State or the US, or when authorized by an individual in interest
 - Data contained in information which disclose conformity with specific experiential, educational or medical qualifications required for government employment or for receipt of a public pension, but not including any detailed medical or psychological information N.J.S.A. 47:1A-10

N.J.S.A. 47:1A-1

- ☐ "a public agency has a responsibility and an obligation to safeguard from public access a citizen's personal information with which it has been entrusted when disclosure thereof would violate the citizen's reasonable expectation of privacy"

Burnett v. County of Bergen, 198 N.J. 408 (2009). Without ambiguity, the court held that the privacy provision "is neither a preface nor a preamble." Rather, "the very language expressed in the privacy clause reveals its substantive nature; it does not offer reasons why OPRA was adopted, as preambles typically do; instead, it focuses on the law's implementation." "Specifically, it imposes an obligation on public agencies to protect against disclosure of personal information which would run contrary to reasonable privacy interests."

Executive Order No. 21 (McGreevey 2002)

- ☐ Records where inspection, examination or copying would substantially interfere with the State's ability to protect and defend the State and its citizens against acts of sabotage or terrorism, or which, if disclosed, would materially increase the risk or consequences of potential acts of sabotage or terrorism.
- ☐ Records exempted from disclosure by State agencies' proposed rules.

Executive Order No. 26 (McGreevey 2002)

- ☐ Certain records maintained by the Office of the Governor
- ☐ Resumes, applications for employment or other information concerning job applicants while a recruitment search is ongoing
- ☐ Records of complaints and investigations undertaken pursuant to the Model Procedures for Internal Complaints Alleging Discrimination, Harassment or Hostile Environments
- ☐ Information relating to medical, psychiatric or psychological history, diagnosis, treatment or evaluation
- ☐ Information in a personal income or other tax return
- ☐ Information describing a natural person's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness, except as otherwise required by law to be disclosed
- ☐ Test questions, scoring keys and other examination data pertaining to the administration of an examination for public employment or licensing
- ☐ Records in the possession of another department (including NJ Office of Information Technology or State Archives) when those records are made confidential by regulation or EO 9.

Other Exemption(s) contained in a State statute, resolution of either or both House of the Legislature, regulation, Executive Order, Rules of Court, any federal law, federal regulation or federal order pursuant to N.J.S.A. 47:1A-9.a.

(Please provide detailed information regarding the exemption from disclosure for which you are relying to deny access to government records. If multiple records are requested, be specific as to which exemption(s) apply to each record.)

REQUEST FOR RECORDS UNDER THE COMMON LAW

If, in addition to requesting records under OPRA, you are also requesting the government records under the common law, please check the box below.

A public record under the common law is one required by law to be kept, or necessary to be kept in the discharge of a duty imposed by law, or directed by law to serve as a memorial and evidence of something written, said, or done, or a written memorial made by a public officer authorized to perform that function, or a writing filed in a public office. The elements essential to constitute a public record are that it be a written memorial, that it be made by a public officer, and that the officer be authorized by law to make it.

☐ Yes, I am also requesting the documents under common law.

If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

Please set forth your interest in the subject matter contained in the requested material:

Note that any challenge to a denial of a request for records under the common law cannot be made to the Government Records Council, as the Government Records Council only has jurisdiction to adjudicate challenges to denials of OPRA requests. A challenge to the denial of access under the common law can be made by filing an action in Superior Court.

1. All government records are subject to public access under the Open Public Records Act ("OPRA"), unless specifically exempt.
2. A request for access to a government record under OPRA must be in writing, hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian. N.J.S.A. 47:1A-5.g. The seven (7) business day response time does not commence until the records custodian receives the request form. If you submit the request form to any other officer or employee of the *City of Long Branch*, that officer or employee must either forward the request to the appropriate custodian, or direct you to the appropriate custodian. N.J.S.A. 47:1A-5.h.
3. Requestors may submit requests anonymously. If you elect not to provide a name, address, or telephone number, or other means of contact, the custodian is not required to respond until you reappear before the custodian seeking a response to the original request.
4. The fees for duplication of a government record in printed form are listed on the front of this form. We will notify you of any special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by cash, check or money order payable to the *City of Long Branch*.
5. **You may be charged a 50% or other deposit when a request for copies exceeds \$25.** The *City of Long Branch* custodian will contact you and advise you of any deposit requirements. You agree to pay the balance due upon delivery of the records. Anonymous requests in excess of \$5.00 require a deposit of 100% of estimated fees.
6. Under OPRA, a custodian must deny access to a person who has been convicted of an indictable offense in New Jersey, any other state, or the United States, and who is seeking government records containing personal information pertaining to the person's victim or the victim's family. This includes anonymous requests for said information.
7. By law, the *City of Long Branch* must notify you that it grants or denies a request for access to government records within seven (7) business days after the agency custodian of records receives the request. If the record requested is not currently available or is in storage, the custodian will advise you within seven (7) business days after receipt of the request when the record can be made available and the estimated cost for reproduction.
8. You may be denied access to a government record if your request would substantially disrupt agency operations and the custodian is unable to reach a reasonable solution with you.
9. If the *City of Long Branch* is unable to comply with your request for access to a government record, the custodian will indicate the reasons for denial on the request form or other written correspondence and send you a signed and dated copy.
10. Except as otherwise provided by law or by agreement with the requester, if the agency custodian of records fails to respond to you within seven (7) business days of receiving a request, the failure to respond is a deemed denial of your request.
11. 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 *City of Long Branch* 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.
12. Information provided on this form may be subject to disclosure under the Open Public Records Act.

Martin Weinstein

From: John Pallone <jpallone@longbranch.org>
Sent: Wednesday, June 22, 2016 9:16 AM
To: Martin Weinstein
Subject: Fwd: Re: Fwd: Fwd: Boardwalk Benches and Railings.

Martin,

I have attached the response to your inquiry below. I just realized that I had not sent it to you last week. Mr. Freda is the City engineer who was in charge of the new boardwalk design and engineering.

John

Get Outlook for Android

From: Jerry Freda
Sent: Thursday, June 16, 8:23 AM
Subject: Re: Fwd: Fwd: Boardwalk Benches and Railings.
To: John Pallone

John,

I hope all is well.

As you requested, I read the attached e-mail. The gentleman does not have all the information. In order to install the railing of choice by the City, which was to use the same railing that exists at Pier Village, we needed to obtain a design exception from DCA and the City's construction department. That request was granted for historical reasons as this type of railing is used at many similar locations.

The railing was bid as part of the entire boardwalk project, not separately.

I hope this helps.

Jerry

On 6/16/2016 4:46 AM, John Pallone wrote:

Good morning Gerry,

FYI, I received this yesterday from Mr. Weinstein. Is he correct about this?

Thanks,

John

From: Microsoft Outlook
Sent: Thursday, June 16, 4:38 AM
Subject: Undeliverable: Fwd: Boardwalk Benches and Railings.
To: Microsoft Outlook

Delivery has failed to these recipients or groups:

gfreda@leonavakian.com (gfreda@leonavakian.com)

Your message couldn't be delivered. The Domain Name System (DNS) reported that the recipient's domain does not exist.

Contact the recipient by some other means (by phone, for example) and ask them to tell their email admin that it appears that their domain isn't properly registered at their domain registrar. Give them the error details shown below. It's likely that the recipient's email admin is the only one who can fix this problem.

For more information and tips to fix this issue see this article:

<http://go.microsoft.com/fwlink/?LinkId=389361>.

Diagnostic information for administrators:

Generating server: BN3PR14MB0833.namprd14.prod.outlook.com

gfreda@leonavakian.com

Remote Server returned '550 5.4.310 DNS domain does not exist'

Original message headers:

DKIM-Signature: v=1; a=rsa-sha256; c=relaxed/relaxed; d=longbranchnj.onmicrosoft.com; s=selector1-longbranch-org; h=From:Date:Subject:Message-ID:Content-Type:MIME-Version; bh=M8U8tNf7KCO2gGMzX1kBWsxKnRActJ0IGOQSZPQk28Q=; b=DexcpQl3Gr1TDvC3gVj3oQ32Rm9wIHERZxKKcxJefXks3gHt9vMr5ltJNumUqCMhiOTktLFRGBi9yftycGj6iUn3ZRwzshOlK80uAFL75Q2YaqV3a2fjc2Y0G0gLG5tJSFRxRpKGrDHsgU9b8Ps4os16/QsHzU9hmzg+CywkGI= Received: from BN3PR14MB0835.namprd14.prod.outlook.com (10.165.79.23) by BN3PR14MB0833.namprd14.prod.outlook.com (10.165.79.21) with Microsoft SMTP Server (TLS) id 15.1.517.8; Thu, 16 Jun 2016 08:38:25 +0000 Received: from BN3PR14MB0835.namprd14.prod.outlook.com ([10.165.79.23]) by BN3PR14MB0835.namprd14.prod.outlook.com ([10.165.79.23]) with mapi id 15.01.0517.014; Thu, 16 Jun 2016 08:38:25 +0000 From: John Pallone <jpallone@longbranch.org> To: "gfreda@leonavakian.com" <gfreda@leonavakian.com> Subject: Fwd: Boardwalk Benches and Railings. Thread-Topic: Boardwalk Benches and Railings. Thread-Index: AdHHNuofQLy1Cw5XQ9yQmW5RYxYq+QA4imZ Date: Thu, 16 Jun 2016 08:38:25 +0000 Message-ID: <9EC0E6A82C206B5F.f82694f6-921d-49a0-b055-906da2cc1f36@mail.outlook.com> References: <25c901d1c736\$ea477cd0\$bed67670\$@com> In-Reply-To: <25c901d1c736\$ea477cd0\$bed67670\$@com> Accept-Language: en-US Content-Language: en-US X-MS-Has-Attach: yes X-MS-TNEF-Correlator: authentication-results: spf=none (sender IP is) smtp.mailfrom=jpallone@longbranch.org; x-originating-ip: [52.32.65.234] x-ms-office365-filtering-correlation-id: d7c41e10-3976-48be-336d-08d395c19567 x-microsoft-exchange-diagnostics: 1;BN3PR14MB0833;6:6UOF9SnYRZTMj4hhvVGteeF3P3G4/DX/PclwdBIFo0tEe4DWhiwavWmNc9nDfCFHwthjSE9Lz1/yPKbDA2nlQllrE8dxbbfBbtrKLNuE3pQiVqtHiQh7qTTUbeFg

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o/JYPKWuwp1+ysKwPUcSm/WxOQFr/spPTmJfKbH/FnnxU7JWdXXXJwDHZD2+elo1xxCe
DM4WMKNcEUu88KrBDT3z6ffy1Dc02VRhYnc=;5:VCgpkGxzvE/SexUibPbHToepkAjGb
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UriScan::BCL:0;PCL:0;RULEID::SRVR:BN3PR14MB0833; x-microsoft-antispam-prvs:

<BN3PR14MB0833066E4CCE6D8DBD900BB7AF560@BN3PR14MB0833.namprd14.prod.outlook.com> x-exchange-antispam-report-test: UriScan:: x-exchange-antispam-report-cfa-test:

BCL:0;PCL:0;RULEID:(102415321)(6040130)(601004)(2401047)(5005006)(8121501046)(10201501046)(3002001)(6041072)(6043046);SRVR:BN3PR14MB0833;BCL:0;PCL:0;RULEID::SRVR:BN3PR14MB0833; x-forefront-prvs: 09752BC779 x-forefront-antispam-report:

SFV:NSPM;SFS:(10019020)(7916002)(199003)(2473001)(38314003)(69234005)(189002)(377454003)(11100500001)(19580405001)(2501003)(110136002)(106356001)(101416001)(2351001)(10400500002)(122556002)(8936002)(105586002)(450100001)(86362001)(92566002)(5004730100002)(77096005)(5008740100001)(2900100001)(2950100001)(19580395003)(99936001)(3660700001)(3280700002)(99286002)(8676002)(68736007)(87936001)(1730700003)(6116002)(54356999)(76176999)(81166006)(102836003)(5002640100001)(107886002)(81156014)(50986999)(9686002)(586003)(5640700001)(97736004)(2906002)(16236675004)(5890100001)(3846002)(189998001)(66066001);DIR:OUT;SFP:1102;SCL:1;SRVR:BN3PR14MB0833;H:BN3PR14MB0835.namprd14.prod.outlook.com;FPR::SPF:None;PTR:InfoNoRecords;A:1;MX:1;CAT:NO NE;LANG:en;CAT:NONE; received-spf: None (protection.outlook.com: longbranch.org does not designate permitted sender hosts) spamdiagnosticoutput: 1:99 spamdiagnosticmetadata:

NSPM Content-Type: multipart/related;

boundary="_004_9EC0E6A82C206B5Ff82694f6921d49a0b055906da2cc1f36mailout_";

type="multipart/alternative" MIME-Version: 1.0 X-OriginatorOrg: longbranch.org X-MS-

Exchange-CrossTenant-originalarrivaltime: 16 Jun 2016 08:38:25.5448 (UTC) X-MS-Exchange-

CrossTenant-fromentityheader: Hosted X-MS-Exchange-CrossTenant-id: 42fc8a68-5835-4ace-

9f40-83a967c99c65 X-MS-Exchange-Transport-CrossTenantHeadersStamped:

BN3PR14MB0833



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5886 / Fax 732-222-8835

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk



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 MARY MI P Last Name FALVEY
 E-mail Address pfalvey@deckerclaims.com
 Mailing Address 641 MILLCREEK RD - STE 14 (DECKER ASSOCIATES)
 City MANAHAWKIN State NJ Zip 08050
 Telephone 609-974-5356 FAX 609-597-4319
 Preferred Delivery: ☒ Pick Up ☐ US Mail ☐ On-Site ☐ Inspect ☐ Fax ☐ E-mail ☒ X
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Mary P. Falvey Date 4/3/17

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 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.

*We represent Anderson Insurance Companies and request a Police Report
 Regarding our insured: POINT VIEW TRUST
 Loss Location: 650 MORFORD AVENUE
 Long Branch, NJ 07740
 Date of Loss: 9/3/16
 Cause of Loss: Truck pulled electric service down.*

*Thank-you
 Mary Falvey*

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided _____
Records -
Due 4/12/17
 Custodian Signature _____ Date _____

Mary Moss

From: Kathy Schmelz
Sent: Monday, April 03, 2017 3:27 PM
To: Mary Moss
Subject: FW: 5542328 Point View Trust
Attachments: OPRA Request.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

From: Pat Falvey [mailto:pfalvey@deckerclaims.com]
Sent: Monday, April 03, 2017 3:19 PM
To: Kathy Schmelz
Subject: 5542328 Point View Trust

Dear Sir/Madam:

Attached is our request for a police report concerning our insured Point View Trust.

Please send us a copy of the police report and advise of any charge.

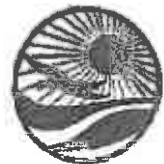
Thank you,

Mary P. Falvey, Office Coordinator
Decker Associates
pfalvey@deckerclaims.com



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Mary MI J Last Name Pierce
 E-mail Address mj.pierce@no-smoke.org
 Mailing Address 2530 San Pablo Ave. Ste. J
 City Berkeley State CA Zip 94702
 Telephone 510 841-3010 x313 FAX 510 841-3010
 Preferred Delivery: ☐ Pick ☐ On-Site ☒ E-mail ☒
 Up ☐ US Mail ☐ Inspect ☐ Fax ☐
 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Mary Pierce Date 7/26/17

Payment Information

Maximum Authorization Cost 5
 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.

Final copies of the following new City Ordinances:

Ord. # 14 - 17

Ord. # 15 - 17

Request copies showing their official adoption dates and effective dates.

Thank you!

AGENCY USE ONLY

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

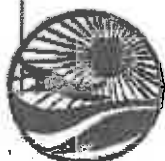
AGENCY USE ONLY

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

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>Cherk</u> <u>Due 8/7/17</u> Custodian Signature _____ Date _____			



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5656 / Fax 732-222-8835
kachmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 MaryBeth MI Last Name Jakubowski

E-mail Address mjakubowski@newfields.com

Mailing Address NewFields 22 West Street

City Red Bank State NJ Zip 07701

Telephone 732-224-7066 x 22 FAX 732-224-7633

Preferred Delivery: Up US Mail On-Site X 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature M. Jakubowski Date 09/14/2017

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 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.

Request is for review of records pertaining to the property located at 175 Washington Street in Long Branch, Monmouth County, New Jersey identified as Block 341 Lot 1. The property is owned by Irvn G. Miller. The property presently contains a one-story warehouse and was previously the location of the Branchport Rail/Train Depot. Records of interest include but are not limited to: tax assessor records, building permits, planning and zoning files, complaints violations and any other environmental records. This request is part of due diligence for a Phase I Environmental Site Assessment.

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
Denied Closed
Filed Closed
Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid

Records Provided

Tax Assessor
Bids
Photocopy
Rec'd Code
Rec'd

Custodian Signature

Date 09/25/17



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Matthew MI W Last Name Blondi
 E-mail Address matthew.blondi@wilsonelser.com
 Mailing Address 200 Campus Drive
 City Florham Park State NJ Zip 07932
 Telephone 973-735-5752 FAX 973-624-0808
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 5/31/17

Payment Information

Maximum Authorization Cost \$ \$25
 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.

We are seeking production of any documents within the possession of the City of Long Branch relating to a motor vehicle accident that occurred in 2007 or 2007 on Third Avenue in Long Branch involving Rosa Mendoza-Quezada a.k.a. Rosa Mendosa a.k.a. Rosa Mendoza [redacted] (dob 3/10/1980). These documents may include police reports, photographs, sketches, statements or any other document responsive to this request. Thank you for your assistance.

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # _____	Total _____	
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	
Records Provided		
<u>Records -</u>		
<u>Due 6/12/17</u>		
Custodian Signature _____		Date _____

Mary Moss

From: Kathy Schmelz
Sent: Thursday, June 01, 2017 7:45 AM
To: Mary Moss
Subject: FW: OPRA Request Form - MVA in 2007/08
Attachments: doc00559420170531192141.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

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From: Biondi, Matthew W. [mailto:Matthew.Biondi@wilsonelser.com]
Sent: Wednesday, May 31, 2017 7:23 PM
To: Kathy Schmelz
Subject: OPRA Request Form - MVA in 2007/08

Ms. Schmelz,

Attached hereto please find OPRA Request form for production of documents relating to a motor vehicle accident that occurred in Long Branch in 2007-2008. Please feel free to contact me with any inquiries.

Regards,

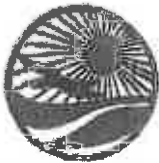
Matthew W. Biondi
Attorney at Law
Wilson Elser Moskowitz Edelman & Dicker LLP
200 Campus Drive
Florham Park, NJ 07932-0668
973.735.5752 (Direct)
973.624.0800 (Main)
973.624.0808 (Fax)
matthew.biondi@wilsonelser.com

CONFIDENTIALITY NOTICE: This electronic message is intended to be viewed only by the individual or entity to whom it is addressed. It may contain information that is privileged, confidential and exempt from disclosure under applicable law. Any dissemination, distribution or copying of this communication is strictly prohibited without our prior permission. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, or if you have received this communication in error, please notify us immediately by return e-mail and delete the original message and any copies of it

from your computer system.

For further information about Wilson, Elser, Moskowitz, Edelman & Dicker LLP, please see our website at www.wilsonelser.com or refer to any of our offices.

Thank you.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8836
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



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 Matthew MI A Last Name Cohen
 E-mail Address mcohenptwo@verstrite.com
 Mailing Address 26 Ayers Ln
 City Little Silver State NJ Zip 07739
 Telephone 732-747-3616 FAX 732-747-3616
 Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ Email ☒
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/8/17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extra: 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.

Copy of most recently issued RFP or RFO for Broker of Record Services.

Current Broker of Record, name, Declaration Page, Categories of Insurance provided and current Agreement in place.

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____

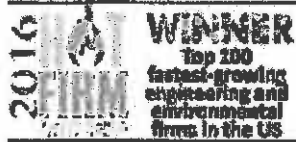
Records Provided
Dominic C. -
Purchasing -
Due 6/21/17
 Custodian Signature _____ Date _____

Mary Moss

From: Matthew Selesko <selesko@pmenv.com>
Sent: Friday, February 24, 2017 1:51 PM
To: Mary Moss
Subject: Information Request
Attachments: oporafom -2.pdf; Monmouth County Health Commision OPRA.PDF

Please see the attached documents.

Matthew Selesko | Staff Consultant
PM ENVIRONMENTAL, INC.
4080 West Eleven Mile Road | Berkley, MI 48072 | www.pmenv.com
p: 248-414-3437 | f: 248-414-6722 | selesko@pmenv.com
Environmental & Engineering Services Nationwide



Health —
Due 3/7/17



County of Monmouth
Governmental Records Request Form

New Jersey law (C.47:1A-1 et seq), effective July 8, 2002, provides that certain government records shall be made available to the public for inspection, examination, and copying. Record requesters are required to complete this form and submit the same to the custodian of records. The custodian is required to provide the requestor with a signed and dated copy of the original form and indicate to the requestor the date that the record shall be available. Access to the government shall be granted or denied by the custodian as soon as possible but not later than seven (7) business days or the custodian shall inform the requestor within seven (7) business days as to when the same will be made available or denied. If the requested record, or a part thereof, will not be produced by the custodian the reason shall necessarily be stated on this form. If the requestor believes their request has been unlawfully denied, requestor retains the right to appeal custodian's decision to the New Jersey Government Records Council or directly to the New Jersey's Superior Court, Monmouth County. The New Jersey's Government Record Council is available online at www.nj.gov/grc.

Requester Information

Requester's Name: Matt Selesko

Address: 4080 West Eleven Mile Road, Berkley MI 48072

Phone Number: 248-414-1432

Description of Government Record Sought:

Please see the attached document. We are looking for records concerning the property

187 Brighton Avenue, Long Branch (Block 117 Lots 20, 21, 22, 23)

Type of Access (examination, inspection copying):
copies sent via fax, email, or mail.

Medium requested:

☐ Paper Copy

☒ Other (Please Specify) _____

Has Requester ever been convicted of an indictable offense?
(An affirmative answer to this question may serve as a grounds to deny records request)

☐ YES

☒ NO

Custodian Information (To be filled out by Custodian)

Name: _____

Department: _____

Date Received Request: _____

Requested Records will be available: ☐ Yes ☐ No

If yes, requested record will be available on this date: _____

If no, list reasons for custodian's denial and date of denial:

Date of Denial: _____

Fees charged for processing record request:

\$.05 per page for letter-sized

\$.07 per page for legal-sized

Custodian reserves the right to charge special service fee extraordinary requests and to require prepayment of fees and/or deposit).

Deposit required for special fee: \$

Requester Signature _____

Date _____

Custodian Signature _____

Date _____

Return Form to:

Clerk of the Board to the Monmouth County Board of Chosen Freeholders

Hall of Records

1 East Main Street

Freehold, NJ 07728

Phone: 732-431-7387

Fax: 732-431-6519

For environmental issues return form to: Monmouth County Health Dept.

3435 Hwy 9 North

Freehold, NJ 07728

Phone: 732-431-7456

Fax: 732-409-7579

MONMOUTH COUNTY REGIONAL HEALTH COMMISSION NO.1

1540 West Park Ave, Suite 1

Ocean, NJ 07712

Telephone (732)493-9520

Fax (732)493-9521

GOVERNMENT RECORD REQUEST FORM

All persons requesting access to government records must fill out this form and fax or mail the form to the Records Custodian at the address listed above. The custodian of government records must review the request and the requested documents before access is permitted to the document(s). If copies are requested, fees for documents to be copied must be prepaid. Checks must be made payable to the Monmouth County Regional Health Commission #1, or "MCRHC". Provided that the document requested is not in storage, access must be granted or denied within 7 business days of the request. Anyone denied access, may institute a proceeding to challenge the decision by filing an action in Superior Court; or in lieu of filing an action, may file a complaint with the Government Records Council established pursuant to Section 8 of P.L. 2001, c.404(C:471A-7).

BELOW INFORMATION MUST BE FURNISHED IN ORDER TO PROCESS YOUR REQUEST.
REQUEST WILL NOT BE PROCESSED WITHOUT THIS INFORMATION.

Date of Request: 2-23-17

E-Mail address (if applicable): Selesko@pmenv.com

Name of Person Making Request: Matt Selesko

Address of Person making Request: 4080 West Eleven Mile Road, Berkley MI 48072

Telephone Number: 248-414-1432

Fax Number: 877-884-6775

Description of document(s) requested: Subject Property: 187 Brighton Avenue, Long Branch

We are looking for: Records of water wells or septic systems on the property. Results of any
water quality testing conducted on the property. Individual files that are available for the site which may include
records of health department inspections, violations, environmental concerns or issues.

Any files regarding USTs or other storage tanks on the property.

Signature of requestor: Matt Selesko

HEALTH COMMISSION USE

Denial date: _____

Denial reason (attach add'l page if necessary): _____

Approved date: _____

Copying fees:

- per letter size page _____ x \$.05 = _____
- per legal size page _____ x \$.07 = _____

Estimated Document Cost: _____

Estimated Delivery Cost: _____

Estimated Extra Cost: _____

Total Estimated Cost: _____

Signature of Custodian: _____

Date Completed: _____

Mary Moss

From: Kathy Schmelz
Sent: Thursday, February 23, 2017 3:49 PM
To: Mary Moss
Subject: FW: Information Request
Attachments: oporafm -2.pdf; Long Branch OPRA.PDF

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

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From: Matthew Selesko [mailto:selesko@pmenv.com]
Sent: Thursday, February 23, 2017 3:08 PM
To: Kathy Schmelz
Subject: Information Request

Please see the attached documents.

Matthew Selesko | Staff Consultant
PM ENVIRONMENTAL, INC.
4080 West Eleven Mile Road | Berkley, MI 48072 | www.pmenv.com
p: 248-414-2452 | 877-884-6765 | selesko@pmenv.com
Environmental & Engineering Services Nationwide



Tax Assessor —
Bldg —
Per/Code —

1 Due 3/7/17



County of Monmouth
Governmental Records Request Form

New Jersey law (C.47:1A-1 et seq), effective July 8, 2002, provides that certain government records shall be made available to the public for inspection, examination, and copying. Record requesters are required to complete this form and submit the same to the custodian of records. The custodian is required to provide the requestor with a signed and dated copy of the original form and indicate to the requestor the date that the record shall be available. Access to the government shall be granted or denied by the custodian as soon as possible but not later than seven (7) business days or the custodian shall inform the requestor within seven (7) business days as to when the same will be made available or denied. If the requested record, or a part thereof, will not be produced by the custodian the reason shall necessarily be stated on this form. If the requestor believes their request has been unlawfully denied, requestor retains the right to appeal custodian's decision to the New Jersey Government Records Council or directly to the New Jersey's Superior Court, Monmouth County. The New Jersey's Government Record Council is available online at www.nj.gov/grc.

Requester Information

Requester's Name: Matt Selesko

Address: 4080 West Eleven Mile Road, Berkley MI 48072

Phone Number: 248-414-1432

Description of Government Record Sought:

Please see the attached document.

Type of Access (examination, inspection copying):
copies sent via fax, email, or mail.

Medium requested:

☐ Paper Copy

☒ Other (Please Specify) _____

Has Requester ever been convicted of an indictable offense?

(An affirmative answer to this question may serve as a grounds to deny records request)

☐ YES

☒ NO



Detroit
607 Shelby,
Suite 650
Detroit, MI 48226

Berkley
4080 W. 11 Mile Road
Berkley, MI 48072

Lansing
3340 Ranger Road
Lansing, MI 48906

Grand Rapids
560 5th Street NW,
Suite 301
Grand Rapids, MI 49504

VIA email: kschmelz@longbranch.org

February 23, 2017

ATTN: Lori Cole
Records Custodian
County of Monmouth

Dear Mr. Baird,

Please accept this request to review or receive copies of information in your files relative to the following site

- 187 Brighton Avenue, Long Branch (Block 117, Lots 20, 21, 22, 23)

We are particularly interested in:

Assessing Department Information

- Historical and current property record cards

Building Department Information

- A diagram of the building layout, or of the property
- Any files/diagrams regarding UST or other storage tanks on the property.
- Any permits that have been issued for the property, including utility tap dates

Fire Department Information:

- Any current or historical records of fires, spills, or chemical storage;
- Violations that may indicate the site is contaminated or has some sort of environmental concern associated with it;
- Historical sketches / layouts of the building and property or any indication of underground or above ground storage tanks

Utility Department Information:

American Water / Sewer Authority of LB

- Date in which property originally tapped into water and sewer utilities
- Year in which the original water and sewer utility mains were available in the vicinity of the property
- If sanitary and storm sewer systems are combined or separated

If you could please let me know if you have information available to review or copy, I would appreciate it. My phone number is [REDACTED] or I can be reached by email at selesko@pmenv.com, or by fax at [REDACTED]

Sincerely,
PM Environmental, Inc.,

Matt Selesko

Matt Selesko
Staff Consultant
4080 West Eleven Mile Road
Berkley, MI 48072
PME #: 19-3467-1-0001 LM (3/10/17)

Custodian Information (To be filled out by Custodian)

Name: _____

Department: _____

Date Received Request: _____

Requested Records will be available: ☐ Yes ☐ No

If yes, requested record will be available on this date: _____

If no, list reasons for custodian's denial and date of denial:

Date of Denial: _____

Fees charged for processing record request:

\$.05 per page for letter-sized

\$.07 per page for legal-sized

Custodian reserves the right to charge special service fee extraordinary requests and to require prepayment of fees and/or deposit).

Deposit required for special fee: \$

Requester Signature _____

Date _____

Custodian Signature _____

Date _____

Return Form to:

Clerk of the Board to the Monmouth County Board of Chosen Freeholders

Hall of Records

1 East Main Street

Freehold, NJ 07728

Phone: 732-431-7387

Fax: 732-431-6519

For environmental issues return form to: Monmouth County Health Dept.

3435 Hwy 9 North

Freehold, NJ 07728

Phone: 732-431-7456

Fax: 732-409-7579

Mary Moss

From: Kathy Schmelz
Sent: Thursday, November 09, 2017 3:11 AM
To: Mary Moss
Subject: Fwd: Opra Request

Sent from my iPhone

Begin forwarded message:

From: Max Klein <max@yozmah.com>
Date: November 8, 2017 at 11:00:51 PM EST
To: kschmelz@longbranch.org
Cc: dtalerico@longbranch.org, mmoss@longbranch.org
Subject: Opra Request

I am requesting a copy in pdf format delivered by email of *all documents, including but not limited to documents, minutes and resolutions related to block* Block 379, Lot 1.03 and 1.01 from the planning, zoning, building, code enforcement, and tax department
If you have any comments or questions please feel free reaching out to me @ [REDACTED]

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

*Block
Tax
Code
Plan 1 zone
Due 11/21/17*



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Mendi MI J Last Name Maxwell
 E-mail Address mendi.maxwell@cbre.com
 Mailing Address 70 West Red Oak Ln.
 City White Plains State NY Zip 10604
 Telephone (914) 597-6909 FAX _____
 Preferred Delivery: Pick Up _____ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Mendi J Maxwell Date 10/3/2017

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 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.

I am requesting the following:
 1. Certificate Occupancy
 2. Code Enforcement (Fire, building, zoning) Knowledge of open code enforcement violation
 Please send all documents via email.

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking #	Total
Rec'd Date	Deposit
Ready Date	Balance Due
Total Pages	Balance Paid

Records Provided

Bldg -
Fire/Code
Due 10/13/17
 Custodian Signature _____ Date _____

Mary Moss

From: Kathy Schmelz
Sent: Tuesday, October 03, 2017 3:17 PM
To: Mary Moss
Subject: FW: Record Request
Attachments: Open Public Request.pdf

Dear Kathy:

The property is:

1 Chelsea Avenue
Long Branch, NJ 07740

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

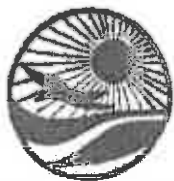
From: Maxwell, Mendi @ CBRE Contractor [mailto:Mendi.Maxwell@cbre.com]
Sent: Tuesday, October 03, 2017 2:09 PM
To: Kathy Schmelz
Subject: Record Request

To Whom it may Concern:

Attached please find a completed open public records act request form.

Please feel free to contact me if there should be any further questions pertaining to this matter.

Sincerely,
Mend. M



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Michael MI J Last Name Hanifan, Sr., Esq.

E-mail Address Office@hanifanlaw.com

Mailing Address P.O. 357, 3 Main Street, 1st. Floor

City Newton State NJ Zip 07860

Telephone [REDACTED] FAX [REDACTED]

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

Signature [Signature] Date 10/19/2017

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 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.

Records Request is for Karen Borkowski Deceased- 09/22/17- Please send:

1. Any and all Toxicology Reports
2. Police Reports
3. Witness Statements
4. Statement of Defendant may have given.
5. Accident Re-construction Reports.
6. Camera Video from related matter.
7. Municipal Employee Handbook.
8. Police policy manual.
9. Police standard operating procedure regarding accidents involving municipal police.
10. Police standard operating procedure regarding on call status.
11. Police Detective on call duty roster for 09/18/17-09/23/17.
12. All phone records from police dept. from 09/22/17.
13. Detective duty standard operating procedure.
14. Any insurance coverage documents related to private automobiles owned by employees.

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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 ☐
Fitted ☐ Closed ☐
Partial ☐ Closed ☐

Tracking Information

Final Cost

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

[Signature]
[Signature]
[Signature]
Dec 11/2/17

Custodian Signature

Date

Mary Moss

From: Kathy Schmelz
Sent: Tuesday, October 24, 2017 8:47 AM
To: Mary Moss
Subject: Fwd: OPRA Request
Attachments: OPRA.pdf; ATT00001.htm

Send to jay Charlie jimmy

Sent from my iPhone

Begin forwarded message:

From: "Michael J. Hanifan, Sr., Esq." <office@hanifanlaw.com>
Date: October 24, 2017 at 8:45:10 AM EDT
To: Kathy Schmelz <kschmelz@longbranch.org>
Subject: OPRA Request

Good morning, Please see attached OPRA request from Mr. Michael Hanifan.
Thank you.

Janine Krauss, Paralegal

The Law Office of Michael J. Hanifan, P.A.
48 Trinity Street, P. O. Box 357
Newton, NJ 07860-0357
973-383-8082
FAX: 973-383-0501
Email: office@hanifanlaw.com

CONFIDENTIALITY NOTICE: This message is for the named person's use only. It may contain confidential, proprietary, or legally privileged information. No confidentiality or privilege is waived or lost by any mis-transmission. If you receive this message in error, please immediately delete it and all copies of it from your system, destroy any hard copies of it, and notify the sender. You must not, directly or indirectly, use, disclose, distribute, print or copy any part of this message if you are not the intended recipient.

MICHAEL A. IRENE, JR.

**Attorney at Law
SUITE 6
422 MORRIS AVENUE
LONG BRANCH, NEW JERSEY 07740**

TELEPHONE: 732-870-1100

TELEFAX: 732-229-1892

September 15, 2017

**Ms. Kathy L. Schmelz, RMC
Clerk, City of Long Branch
City Hall
344 Broadway
Long Branch, NJ 07740**

via email (kschmelz@longbranch.org)

Re: Two OPRA Requests re: (1) 607 Broadway and (2) 611 Broadway

Dear Ms. Schmelz:

Please be advised that this office represents Mr. J.P. Custodio regarding mortgage financing for the captioned properties. The mortgage lender requires copies of any C.O.s and any Transfer of Title Certificates regarding these two properties. I have enclosed a separate OPRA Request for each property.

If you have any questions, or if a deposit is required, kindly contact the undersigned at the office telephone number set forth above, or via email at maiesq@comcast.net.

Thank you for your kind attention to this matter.

Very truly yours,

MICHAEL A. IRENE, JR., ESQ.

**MAI/jks
cc: Client (email; w' encl.)**

*Code 207a 611 Broadway
Due 9/27/17*



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5586 / Fax 732-222-8835
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



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 Michael MI A. Last Name Irene, Jr.
 E-mail Address maiesg@comcast.net
 Mailing Address 422 Morris Avenue
 City Long Branch State NJ Zip 07740
 Telephone (732) 870-1100 FAX (732) 229-1892
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 9/15/17

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 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.

Please see attached Schedule A. (607 Broadway)

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extra 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 _____
 Denied - Closed _____
 Filed - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Custodian Signature _____		Date _____	

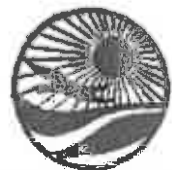
Schedule A to OPRA Request

**Premises: 607 Broadway (Block 245, Lot 4)
City of Long Branch**

Please provide copies of all Certificates of Occupancy and Transfer of Title Certificates issued for the above-referenced premises between January 1, 2013 and the present.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5888 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Michael MI A. Last Name Irene, Jr.
 E-mail Address maiesg@comcast.net
 Mailing Address 422 Morris Avenue
 City Long Branch State NJ Zip 07740
 Telephone (732) 870-1100 FAX (732) 229-1892
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state or the United States.
 Signature [Signature] Date 9/15/17

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 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.

Please see attached Schedule A. (611 Broadway)

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided _____			
Custodian Signature _____		Date _____	

Schedule A to OPRA Request

**Premises: 611 Broadway (Block 245, Lot 3.01)
City of Long Branch**

Please provide copies of all Certificates of Occupancy and Transfer of Title Certificates issued for the above-referenced premises between January 1, 2013 and the present.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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	Michael	MI		Last Name	Kleczkowski
E-mail Address	Michael.Kleczkowski@Arcadis.com				
Mailing Address	17-17 Route 208 North				
City	Fair Lawn	State	NJ	Zip	07410
Telephone	201-398-4375		FAX	201-797-4399	
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	2/1/17

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 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.

Any environmental records such as underground storage tank (UST) closure documents, city reports, environmental reports, permits, and correspondence to and from the New Jersey Department of Environmental Protection for the following property:
Existing Chester A. Aurthur Apartment Complex, 111 Union Avenue
(Current Block 310, Lots 3 and 24/Former Block 310, Lots 3-9, 21, 22, 23 and 3.02)

If numerous documents are available, copies will be picked up at City of Long Branch office at which time reproduction charges will be paid in person. If file information is not too large, email of records is preferred.

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	_____
Denied	-	Closed	_____
Filled	-	Closed	_____
Partial	-	Closed	_____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Health- Bldg - Due 2/10/17			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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	Michael	MI		Last Name	Kieczkowski					
E-mail Address	Michael.Kieczkowski@Arcadis.com									
Mailing Address	17-17 Route 208 North									
City	Fair Lawn	State	NJ	Zip	07410					
Telephone	201-366-4375		FAX	201-797-4369						
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:28-2, I certify that I <u>HAVE</u> / <u>HAVE NOT</u> been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.										
Signature					Date	2/1/17				

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 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.

Any environmental records such as underground storage tank (UST) closure documents, city reports, environmental reports, permits, and correspondence to and from the New Jersey Department of Environmental Protection for the following property:
Existing Vacant Satisfied Service Station, 19 Liberty Street
(Current Block 311, Lot 1)

If numerous documents are available, copies will be picked up at City of Long Branch office at which time reproduction charges will be paid in person. If file information is not too large, email of records is preferred.

AGENCY USE ONLY

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

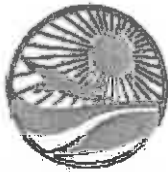
AGENCY USE ONLY

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

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Heath - Bldg - Due 2/10/17			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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	Michael	MI		Last Name	Kleczkowski					
E-mail Address	Michael.Kleczkowski@Arcadis.com									
Mailing Address	17-17 Route 208 North									
City	Fair Lawn	State	NJ	Zip	07410					
Telephone	201-396-4375		FAX	201-797-4398						
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	2/1/17				

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 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.

Any environmental records such as underground storage tank (UST) closure documents, city reports, environmental reports, permits, and correspondence to and from the New Jersey Department of Environmental Protection for the following property:
Former Gasoline Service Station, 39 Liberty Street
(Former/Current Block 310, Lots 13 and 14)

If numerous documents are available, copies will be picked up at City of Long Branch office at which time reproduction charges will be paid in person. If file information is not too large, email of records is preferred.

AGENCY USE ONLY

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

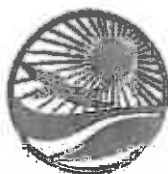
AGENCY USE ONLY

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

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Heath -			
Bldg -			
Due 2/10/17			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Michael MI _____ Last Name Kieczkowski

E-mail Address Michael.Kieczkowski@Arcadis.com

Mailing Address 17-17 Route 208 North

City Fair Lawn State NJ Zip 07410

Telephone 201-398-4875 FAX 201-797-4399

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

Signature [Signature]

Date 2/1/17

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 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.

Any environmental records such as underground storage tank (UST) closure documents, city reports, environmental reports, permits, and correspondence to and from the New Jersey Department of Environmental Protection for the following property:
 Former Viking Fender Property, 59 Liberty Street/134 Monmouth Avenue
 (Current Block 310.01, Lot 1/Former Block 310.01, Lots 1 & 2)

If numerous documents are available, copies will be picked up at City of Long Branch office at which time reproduction charges will be paid in person. If file information is not too large, email of records is preferred.

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 _____
 Denied ☐ Closed _____
 Filled ☐ Closed _____
 Partial ☐ Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Health -
Bldg -
Due 2/10/17

Custodian Signature _____

Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5665 / Fax 732-222-8835
kschmeiz@longbranch.org
Kathy L. Schmeiz, RMC, City Clerk



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 Benjamin MI Last Name Prowse

E-mail Address Prowse@pmenv.com

Mailing Address 4080 West Eleven Mile Road

City Berkley State Mi Zip 48072

Telephone (588) 414-1440 FAX (877) 884-5776

Preferred Delivery: Pick Up US Mail On-Site Inspect Fax E-mail X

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

Signature Benjamin Prowse Date 9-12-2017

Payment Information

Maximum Authorization Cost \$ 25.00

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.

Please see the attached sheet for specific information included in this request. Thank you!

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
Denied Closed
Filled Closed
Partial Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking # <u> </u>	Total <u> </u>		
Rec'd Date <u> </u>	Deposit <u> </u>		
Ready Date <u> </u>	Balance Due <u> </u>		
Total Pages <u> </u>	Balance Paid <u> </u>		
Records Provided			
<u>[Signature]</u>			
<u>Bldg -</u>			
<u>Facilities</u>			
<u>Health</u>			
<u>Planning</u>			
Custodian Signature <u> </u>		Date <u>9/12/17</u>	



Corporate Headquarters
Lansing, Michigan
3340 Ranger Road, Lansing, MI 48906

1-877-864-8773
1-517-321-3331

Michigan Locations
Berkley Bay City
Grand Rapids Detroit
Charterfield Lansing

VIA EMAIL keshmeiz@lonabbranch.org

September 12, 2017

City Clerk
Kathy L. Schmelz
344 Broadway
Long Branch, NJ

Dear FOIA Coordinator:

Please accept this as a Freedom of Information Act request to receive any available information in your department files relative to the following site in Monmouth County:

- 145 Morris Avenue, Long Branch, NJ (PID: Block 229, Lot 24)

Assessing Department information we are interested in obtaining includes:

- Historical record cards indicating any prior buildings/uses on the property.

Building Department information we are interested in obtaining includes:

- A diagram of the building layout of the property.
- Any files/diagrams regarding UST or other storage tanks on the property.
- Any permits that have been issued for the property.

Fire Department information we are interested in obtaining includes:

- Any current or historical records of fires, HazMat responses, spills, chemical storage
- Other violations that may indicate the site is contaminated or has some sort of environmental concern associated with it.
- Historical sketches / layouts of the property.
- Any indication of underground or above ground storage tanks.
- Any historical records of prior heating sources other than natural gas.

Zoning Department information we are interested in obtaining includes:

- Zoning code and designation for this property.

Please contact me at 248-414-1440 when files are available or if there are any questions concerning this request. Thank you for your assistance.

Sincerely,
PM Environmental, Inc.,

Benjamin Prowse
Staff Consultant
4080 West Eleven Mile Road
Berkley, MI 48072
PM # 19-3567-0-0001 LD 10/2

THIS IS AN OPRA REQUEST AND THE COMMON LAW RIGHT TO ACCESS

From: Beth <shorevirgo@earthlink.net>
To: kschmelz@longbranch.org
Subject: THIS IS AN OPRA REQUEST AND THE COMMON LAW RIGHT TO ACCESS
Date: Jan 9, 2017 12:47 AM

*****THIS IS AN OPRA REQUEST AND THE COMMON LAW RIGHT TO ACCESS*****

Long Branch
344 Broadway
Long Branch, NJ 07740
Ph (732) 571 - 5686
Fx (732) 222 - 8835
Kathy Schmelz, Clerk
kschmelz@longbranch.org

Dear Ms. Schmelz;

I request the following records pursuant to OPRA and common law right of access. Please respond and E-mail all responsive documents to me at: shorevirgo@earthlink.net

1. A copy of all Complaints, Summonses and Motor Vehicle Accident Reports issued by or recorded by your town/district's police department with the following license plate numbers and/or bus numbers for the Seman-Tov, Inc. school bus company, from January 1, 2013 through January 9, 2017 Please search the body and subject of the complaints, summonses and/or MVA reports.

Here are the bus license plate numbers, followed by the corresponding bus numbers:

PLATE NUMBERS - BUS NUMBERS

D216S1 167
S1U613 99
S2H945 103
S1P124 80
B360S1 154
A828S1 147
S2K137 132
E136S1 186
E130S1 187
S1Y847 118
D626S1 162
S1S386 95
D104S1 17
913YS2 WV
A447S1 142
S1X717 114
E131S1 185
E739S1 190
E860S1 170
SPEC 205
SPEC 213
SPEC 214
SPEC 206
SPEC 217
SPEC 216
SPEC 218
3390S1 157
31X494 111
32H605 106
31X499 108
31N456 95
31H800 74
322S1 135

Police Dept _____
Due 1/15/17

S1X499 108
S1N456 85
S1H800 74
A822S1 135
E134S1 184
A437S1 143
E861S1 171
SPEC 219
SPEC 220
E133S1 189
J740S1 208
J831S1 210
J833S1 212
G589S1 200
J832S1 209
H637S1 207
J741S1 211
C581S1 137
D969S1 183
S1Z929 131
D624S1 164
S1P592 86
C234S1 151
F276S1 196
E135S1 188
S1X711 113
S1H803 77
H638S1 206
F267S1 194
F284S1 191
G590S1 201
H558S1 204
D108S1 180
F268S1 192
D105S1 173
G588S1 198
S1S702 185
S1T820 61
D118S1 128
S1P126 82
D194S1 181
D625S1 183
S1Z183 121
D111S1 174
S1P125 81
S1S703 186
S1Z164 123
S1Z538 148
B359S1 153
F266S1 193
A430S1 139
D106S1 178
D117S1 119
A483S1 146
A448S1 145
A412S1 140
D101S1 117
S1Y849 120
D103S1 172
D107S1 177
A438S1 144
S1T793 97
S1U525 86
A429S1 138
D112S1 88
S1X493 109
D110S1 176
SPEC 215
S2K173 116

D193S1 1060
A413S1 141
S1Z165 122
S2L204 133
B358S1 155
S1U871 100
S1U876 102
S1U817 98
D128S1 129
F277S1 195
F275S1 197
D195S1 159
C764S1 136
S1H802 76
S1Y642 115
A608S1 134
S2K115 4
S1Y93 124
D338S1 203
S2F866 2
S1W435 156
S1Z287 125
D339S1 202
S2F354 1
S1X500 110
S1Z439 127
S2H946 104
S1V505 105
E859S1 169
S1S367 94
D119S1 126
G588S1 199
S2K918 130

I look forward to your response within seven (7) business days.

Thank you.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kachmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Bill MI _____ Last Name Kovach

E-mail Address bkovach@erfs.com

Mailing Address 999 Airport Road, Suite 104

City Lakewood State NJ Zip 08701

Telephone 732-995-2340 FAX 732-370-6647

Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-mail X

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

Signature Bill Kovach Date 8-31-17

Payment Information

Maximum Authorization Cost \$ _____

Select Payment Method

Cash ☒ 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.

Please provide copies of any environmental records for 401 Liberty Street, Long Branch, Block 379, Lot 1.01. The site is currently the Long Branch Bait & Tackle Shop and historically it was the Atlantic Gulf Gasoline Service Station. The site is located at the junction of Liberty Street, Atlantic Avenue and Troutman's Creek. The NJDEP program interest (PI) is 007186 and the NJDEP incident number for this site is 99-10-07-1639-08. Requested records would include site inspections, permits, notices of violations and spills.

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 _____
Denied - Closed _____
Filed - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____

Records Provided

Health -

Due 9/13/17

Custodian Signature

Date

Mary Moss

From: Kathy Schmelz
Sent: Thursday, August 31, 2017 4:23 PM
To: Mary Moss
Subject: Fwd: OPRA Request for 401 Liberty Street, Long Branch Environmental Records
Attachments: long branch OPRA 401 liberty street long branch 8-31-17.pdf; ATT00001.htm

Sent from my iPhone

Begin forwarded message:

From: William Kovach <bkovach@erfs.com>
Date: August 31, 2017 at 1:25:58 PM EDT
To: "kschmelz@longbranch.org" <kschmelz@longbranch.org>
Subject: OPRA Request for 401 Liberty Street, Long Branch Environmental Records

Dear Ms. Schmelz,

Environmental Remediation and Financial Services, LLC (ERFS) is performing a review of environmental conditions at 401 Liberty Street, Block 379, Lot 1.01, Long Branch. Attached please find a completed Long Branch OPRA request form for files detailing environmental conditions at this site. We agree to pay any charges for copies of this information.

Please feel free to call or email me with questions regarding this request.

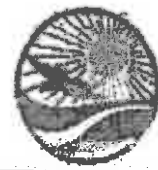
Thank you for your time and consideration in this matter.

Sincerely,

Bill Kovach



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-671-8886 / Fax 732-222-8835
kashmelz@longbranch.org
Kathy L. Schmalz, RMC, City Clerk



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	Brandi	MI	L	Last Name	Hascak
E-mail Address	brandih@colenderservices.com				
Mailing Address	1000 Commerce Drive Suite 520				
City	Pittsburgh	State	PA	Zip	15275
Telephone	12-785-2923 ext 6097		FAX	12-785-2925	
Preferred Delivery:	Pick Up	US Mail	On-Site Inspect	Fax	X
				E-mail	X
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	Brandi L. Hascak			Date	10/20/17

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 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.

OPEN code violations: high grass/weeds, garbage/rubbish, structural issues on the property
OPEN permits: building, construction, electrical

ONLY NEED COPIES IF VIOLATIONS/PERMITS ARE OPEN

Property address: 101 Atlantic Ave, Long Branch, NJ 07740 Block 464 Lot 11

AGENCY USE ONLY

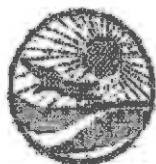
Est. Document Cost	_____
Est. Delivery Cost	_____
Est. Extra Cost	_____
Total Est. Cost	_____
Deposit Amount	_____
Estimated Balance	_____
Deposit Date	_____

AGENCY USE ONLY

Disposition Notes	
Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.	
In Progress	Open
Denied	Closed
Filled	Closed
Partial	Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Bldg -			
Code -			
Due 10/31/17			
Custodian Signature		Date	



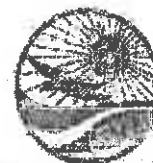
CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5888 / Fax 732-222-6835

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk



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 Brandi MI L Last Name Hascak
 E-mail Address brandih@oclerservices.com
 Mailing Address 1000 Commerce Drive Suite 520
 City Pittsburgh State PA Zip 15275
 Telephone 412-788-2923 ext 6097 FAX 412-788-2978
 Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspection ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Brandi L Hascak Date 10/18/17

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 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.

OPEN code violations: high grass/weeds, garbage/rubbish, structural issues on the property.
 OPEN permits: building, electrical, construction

Property address: 26 Fourth Ave. Long Branch, NJ 07740. Block-231 Lot-7

ONLY NEED COPIES IF VIOLATIONS/PERMITS ARE OPEN

Time frame: 5/15/2002-Present

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extra 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 _____
 Denied ☐ Closed _____
 Filled ☐ Closed _____
 Partial ☐ Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____

Records Provided

Sdy -
Code -

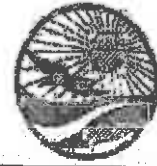
Due 10/30/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-8886 / Fax 732-322-8838
 kachmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Brandi MI L Last Name Hasack
 E-mail Address brandih@ocienderservices.com
 Mailing Address Orange Coast Lender Services Title: 1000 Commerce Dr Suite 520
 City Pittsburgh State PA Zip 15276
 Telephone 412-788-3923 ext 6097 FAX 412-788-3925
 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Brandi L. Hasack Date 10/19/17

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 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.

OPEN code violations: high grass/weeds, garbage/rubbish, structural issues on the property

OPEN permits: building, electrical, construction

ONLY NEED COPIES IF VIOLATIONS/PERMITS ARE STILL OPEN

Property address: 259 6th Ave, Long Branch, NJ 07740 Block 374 Lot 11

Time frame to search: 11/1/2008-present

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

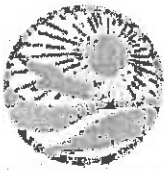
Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Code -
 Bldg -
 Due 10/31/17

Custodian Signature _____

Date _____



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5886 / Fax 732-222-8836
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Brian MI D Last Name Asman
E-mail Address bassman@comcast.net
Mailing Address 57 Community Pl
City Long Branch State NJ Zip 07740
Telephone 732-571-2570 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 2/27/17

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 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.

Minutes of 12/12/16 for EB 13-10, Atlantic Paving & Contracting

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

Completed
2/28/17

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

AGENCY USE ONLY

Tracking Information
Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____
Records Provided
Rec'd 2/28/17 from
Plan/Zone
Custodian Signature _____ Date _____

OPRA Request Status Sheet
Long Branch Planning & Zoning Department

To: City of Long Branch Municipal Clerk's Office

Re: Requested Address 63 Community Place

Requested Block 237 Lot 19-01

Requested By Brian Asarnow

Date request received by Planning & Zoning Department 2/27/17

The Planning & Zoning Department is in receipt of the "Request for Government Records" form for the property referenced above.

- ☐ Please be advised that the original files from the Planning and Zoning Office are attached to this form to be reviewed by the requestor at the Clerk's Office. The Clerk's Office will make the required copies, obtain appropriate fees, and return the original file to our office.
- ☒ Please be advised that the request has been fulfilled ~~as noted~~ on the attached OPRA request. Our office has also:
- ☒ Faxed / Mailed the information to the requestor and forwarded to the clerk's office for record keeping.
- ☐ Forwarded to the clerk's office for further processing.
- ☐ Please be advised that the request has been fulfilled ~~with the attached copies~~. Our office has also:
- ☐ Faxed / Mailed the information to the requestor and forwarded to the clerk's office for record keeping.
- ☐ Forwarded to the clerk's office for further processing.
- ☐ Please be advised that the Planning & Zoning Department does not have files pertaining to the information requested.
- ☐ Please be advised that the request, as submitted, cannot be honored because of its generality. Please have the applicant provide our office with a specific time period and/or outline specific details of the information requested. Specific items required in order to process include:
- _____
- _____
- ☐ Please be advised that the information requested has been archived and will require additional time to allow for document retrieval.
- ☐ Please be advised that the request cannot be honored because the information requested could be used to jeopardize security of a building or facility or the persons therein. (Executive Order 21, issued 7/8/02)

Date processed 2/27/17

Processed by: M. J. [Signature]

Mary Moss

From: Martinha Silva
Sent: Tuesday, February 28, 2017 1:32 PM
To: Mary Moss
Subject: OPRA
Attachments: SPlanningZo17022814400.pdf

Mary....I got a goodie for you....enjoy ~

Martinha

*Martinha Silva
City of Long Branch
Planning & Zoning Office
Planning and Zoning Board Secretary
300 Broadway
Long Branch, NJ 08740
732-223-7000 Ext. 5132*



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5888 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Brian MI D. Last Name Asarnow
 E-mail Address b.asarnow@camdent.net
 Mailing Address 55 Community Pl.
 City Long Branch State Ng Zip 07740
 Telephone 732-822-2834 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 ~~HAVE~~ **HAVE NOT** been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 3/7/17

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 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.

Zoning Board Resolution for Chabod of the Shore, ZB12-02
Denying Variance (≈ 6/13)

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided _____
M Silva -
Due 3/16/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5686 / Fax 732-222-8835

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk



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 Brian MI D Last Name Asarnow
 E-mail Address b.asarnow@concord.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone 732-522-2834 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 4/11/17

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 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.

1) Copy of 2/27/16 minutes for ZB 13-10
 2) Transcripts of 12/12/16 and 2/27/16 hearings for ZB 13-10 for inspection and select copying

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extra 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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____

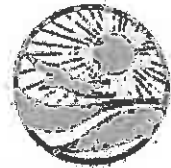
Records Provided

M Silva
Due 4/21/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmeitz@longbranch.org
 Kathy L. Schmeitz, RMC, City Clerk



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 Brian MI D. Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Pl.
 City Long Branch State NJ Zip 07740
 Telephone 732-522-2834 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 4/20/17

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 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.

Exact copy of original sound recording of 12/12/16 hearing for 2B 13-10 Atlantic Paving Site

AGENCY USE ONLY

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

AGENCY USE ONLY

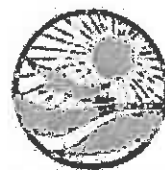
Disposition Notes
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.
 In Progress - Open _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>Plant Zone</u>			
<u>One 5/1/17</u>			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Brian MI D. Last Name Asarow
E-mail Address b.asarow@comcast.net
Mailing Address 55 Community Pl.
City Long Branch State NJ Zip 07740
Telephone 732-571-2874 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 4/20/17

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 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.

- 1) Exact copy of original sound recording of 12/12/16 hearing for ZB 13-10 Atlantic Paving Site
2) Hardcopy original of 12/12/16 hearing, unrevised original version intended for public review
— For my review — don't make copy

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
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In Progress ☐ Open ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Plant/Zone		_____	
Due 5/1/17		_____	
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information – Please Print

First Name Brian MI D. Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone 870-2570, 870-2534 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 5/26/17

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 cost of material
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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.

- 1) zoning and zoning board files for block 237 lots 33 & 34 including all site plans filed and site plan approvals
- 2) fire inspector's log of all annual fire inspections made in 2015 and 2016 for above locations showing all occupants and units inspected.
- 3) All fire inspection certificates for 2015 and 2016 for above locations showing all occupants and units inspected.
- 4) all mercantile licenses and renewals issued to occupants at above locations in 2015 and 2016.
If none, state "none"
- 5) All certificates of occupancy for occupants in item 4 preceeding. If none, state "None"
- 6) All zoning permits issued to occupants in item 4 preceeding. If none, state "None"

AGENCY USE ONLY

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

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 Denied _____ Closed _____
 Filed _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

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Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>Health -</u> <u>Fire Code -</u> <u>Plan / Zoning -</u> <u>One 6/6/17</u>		Date _____	
Custodian Signature		Date	

Mary Moss

From: Mary Moss
Sent: Friday, May 26, 2017 4:13 PM
To: 'Brian Asarnow'
Subject: RE: new opra

Got it. I will process this now and the OPRA is due back to me on 6/7/17.

Thank you,

From: Brian Asarnow [mailto:b.asarnow@comcast.net]
Sent: Friday, May 26, 2017 4:11 PM
To: Mary Moss <mmoss@longbranch.org>
Subject: FW: new opra

Hi – we just talked – here's the opra. Please confirm receipt. thanks

From: Brian Asarnow [mailto:b.asarnow@comcast.net]
Sent: Friday, May 26, 2017 2:56 PM
To: 'Kathy Schmelz'
Cc: 'dtalerico@longbranch.org'
Subject: new opra

Good afternoon:

Please find opra addressed to health, fire, building and zoning and zoning board.

Please confirm receipt.

Thanks,
Brian Asarnow



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information – Please Print

First Name Brian MI B. Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone [REDACTED] 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 5/9/17

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
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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.

1) 4/24/17 minutes for zoning board ZB 13-10 - Atlantic Paving Site
 2) Zoning Board Resolution for ZB 13-10 Atlantic Paving Site
 Both as become available separately

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 _____
 Denied ☐ Closed _____
 Filled ☐ Closed _____
 Partial ☐ Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # _____	Total _____	
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	

Records Provided

M. J. Ira -

Due 5/18/17

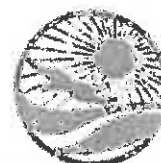
Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5686 / Fax 732-222-8835
 kschnelz@longbranch.org
 Kathy L. Schnelz, RMC, City Clerk



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Requestor Information -- Please Print

First Name Brian MI D. Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone [REDACTED] 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/13/17

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
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See attached listing "Asarnow 6.13.17 OPRA Items"

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

AGENCY USE ONLY

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Plan/Zone - _____		_____	
Perf Code - _____		_____	
Health - _____		_____	
Bldg - _____		_____	
Date 6/22/17		_____	
Custodian Signature _____		Date _____	

Asanow 6.13.17 OPRA items

- 1) zoning and zoning board files for block 352 lot 12 aka 179 Branchport, Ave. including all site plans filed and site plan approvals.
- 2) All fire inspection certificates for 2015 and 2016 for above location showing all occupants and units inspected.
- 3) All mercantile licenses and renewals issued to occupants at above location in 2015 and 2016. If none, state "none"
- 4) All certificates of occupancy for occupants in item 2 & 3 proceeding. If none, state "None"
- 5) All zoning permits issued to occupants in items 2&3 preceeding. If none, state "None"
- 6) Construction plans for all units and lofts at above location and any zoning permits and siteplan approvals and public notice thereto.
- 7) Construction plans for all units and lofts at Block 237, lot 33 aka 15-17 So. 7th Ave. and any zoning permits and siteplan approvals and public notice thereto.
- 8) Construction plans for all units and lofts at Block 237, lot 33 aka 15-17 So. 7th Ave per zoning permit 8115 II and siteplan approvals and public notice thereto.
- 9) 237, lot 33 aka 15-17 So. 7th Ave: Second Request:
 - Zoning permits for: Maps, Ambassador Limo, Adams Limo
- 10) Block 237, lot 34 aka 400 Broadway: Second Request:
 - Zoning permits for: Jersey Shore Boat & Yacht Services, Magnolia Baby, Detail Express, HR Design & Build, Shear Revival.
 - Mercantile Licenses for : Jersey Shore Boat & Yacht Services, Magnolia Baby, HR Design & Build, Shear Revival, Riviera Doors & Windows



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschnelz@longbranch.org
 Kathy L. Schnelz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

First Name Brian Mi D. Last Name Asarnow
 E-mail Address b.asarnow@concord.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone 732-572-2557 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/13/17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
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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.

Zoning Board minutes of 5/22/17 and 6/10/17 (when available)
BA

AGENCY USE ONLY

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

AGENCY USE ONLY

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

AGENCY USE ONLY

Tracking Information **Final Cost**
 Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____
 Records Provided _____
M. Silver
Date 6/22/17
 Custodian Signature _____ Date _____

Mary Moss

From: Brian Asarnow <b.asarnow@comcast.net>
Sent: Friday, July 07, 2017 3:03 PM
To: Mary Moss
Cc: Kathy Schmelz
Subject: incomplete opras

Hi Mary:

Please note my review of 5/26/17 and 6/13/17 opras and my renewed request for documents. which I will expect by end of next week. Please advise in next day or two if further documents being submitted. If so, I will expect them available by end of next week.

5/26/17 OPRA: Block 237, Lot 33 – 15-17 So. Seventh Ave;

Plans show at least 68 units at site.

Zoning permits: 1 (Matts Pest Control) None other for any unit with fire inspections in 2015, 2016 or not fire inspected.

Mercantile Licenses: 1 in 2015 (for owners), 4 in 2016 (including 1 for owner) None other for any unit with fire inspections in 2015, 2016 or not fire inspected.

CO's: 1 in 2015, 6 in 2016, a few prior to 2015 which may or may not pertain to 2015/2016 tenants

Fire Inspections: 13 in 2015, 23 in 2016

Need item 2. Need items 3-6 for all 68 units in 2015 and 2016.

5/26/17 OPRA: Block 237, Lot 34 – 300 Broadway (co issued to ownerx 10/8/14):

Plans/photos show at least 6 units at site.

Zoning permits: none for any unit.

Mercantile Licenses: 1 in 2015 (receipt-Magnolia Baby), 2 in 2016 (Magnolia Baby, Detail Express)

CO's: 2 in 2015 (Magnolia Baby, Jersey Shore Boat/Yacht), 1 in 2016 – Detail Express

Fire Inspections: 4 in 2015 (2 – Riviera Doors/Windows, Magnolia Baby, Detail Express), 2 in 2016 (Jersey Shore Boat/Yacht, Detail Express)

Need item 2. Need items 3-6 for at least 6 units in 2015 and 2016.

6/13/17 OPRA: Block 352, Lot 12 aka 179 Branchport Ave.;

Plans show at least 16 units at site.

Zoning permits: some predate 2015 but not known if current tenants.

Mercantile Licenses: 1 in 2015, 1 in 2016

CO's: 0 in 2015, 2 in 2016, a few prior to 2015 which may or may not pertain to 2015/2016 tenants

Fire Inspections: 0 in 2015, 4 in 2016

Need item 2. Need items 3-6 for at least 16 units in 2015 and 2016.

Very Truly Yours,

Brian Asarnow

55 Community Place

Long Branch, NJ 07740

*Plan/Zone —
Health —
Fire/Code —
Due 7/10/17*



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information – Please Print

First Name Brian MI D. Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone 201-818-2570 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/15/17

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 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.

1. For Block 237 lot 33 aka 15-17 So. Seventh Ave: All certificates of (fire) inspection issued in 2015 and 2016 pursuant to Chapter 173-5A & B of Long Branch Codes for the 68 uses/units shown in attached plans taken from public records of the building department. All commercial certificates of occupancy issued for same units occupied in 2015 and 2016. Email preferred.
2. For Block 352 lot 12 aka 179 Branchport Ave.: All certificates of (fire) inspection issued in 2015 and 2016 pursuant to Chapter 173-5A & B of Long Branch Codes for the 16 uses/units shown in attached plans taken from public records of the building department. All commercial certificates of occupancy issued for same units occupied in 2015 and 2016. Email preferred.
3. Office and Inspector's logbooks showing uses/units assigned for fire and commercial certificate of occupancy inspections at above locations in 2015 and 2016. For personal review.

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
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 In Progress ☐ Open ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
Records Provided
 Fire Code _____
 Bids _____
 Dec 8/24/17
 Custodian Signature _____ Date _____

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PARKING
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V.P.

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6	45	45	45	40

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ENTRANCE

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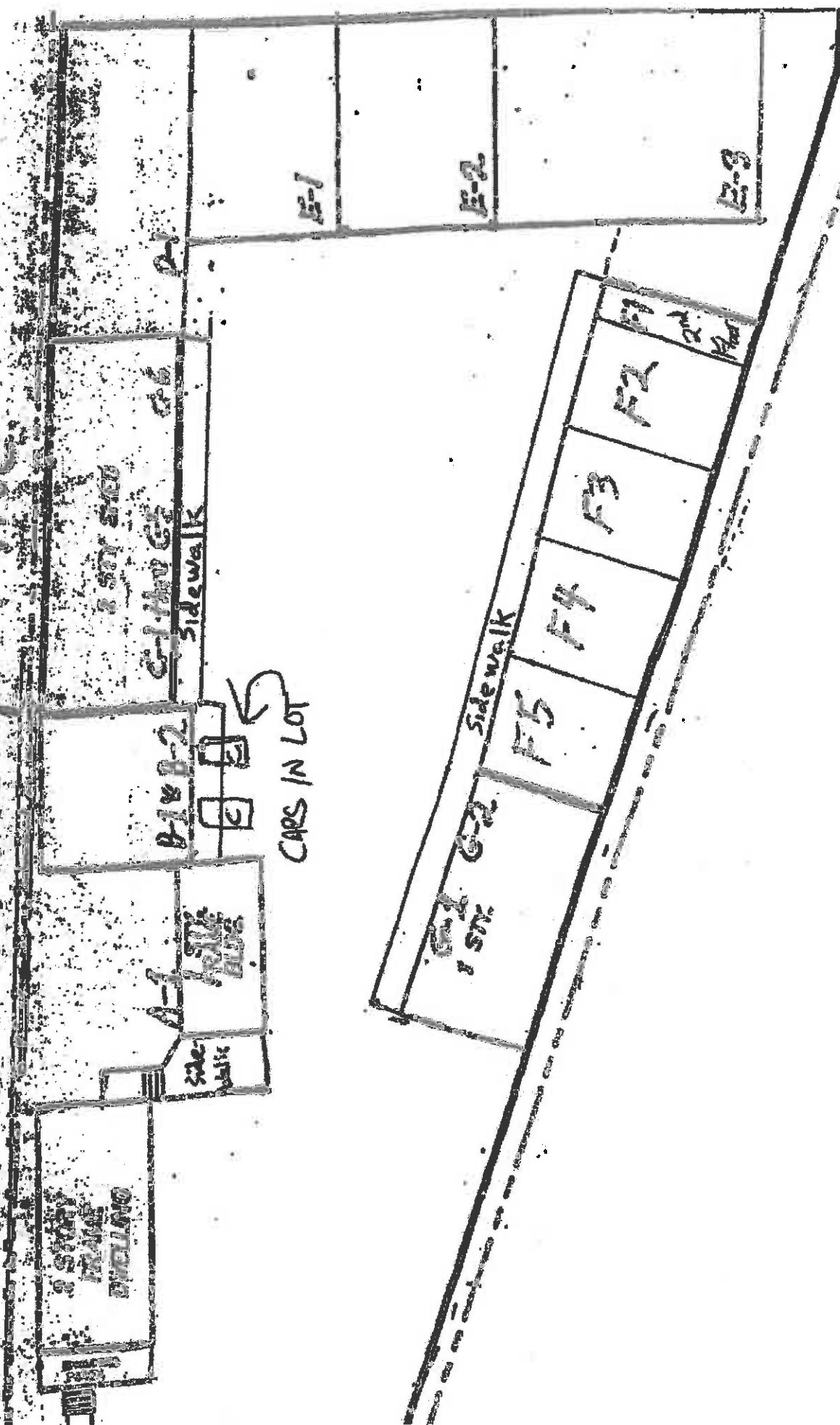
②

22

10

DUMESTER

179 Branchport Ave



Block-352
Lot-12

Mary Moss

From: Brian Asarnow <b.asarnow@comcast.net>
Sent: Tuesday, August 15, 2017 10:12 AM
To: Kathy Schmelz; Mary Moss
Cc: jga@ansellgrimm.com
Subject: new opra & common law request for records
Attachments: 8.15.17.opra.pdf

Good Morning:

Please find attached request for records pursuant to both opra and common law.

City attorney is copied.

Please confirm receipt of this email.

Thanks,

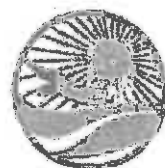
Brian Asarnow

55 Community Pl.

Long Branch, NJ 07740



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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Requestor Information – Please Print

First Name Brian MI D Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State NJ Zip 07740
 Telephone 32-870-2570 FAX _____
 Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspection ☒ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/28/17

Payment Information

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 Select Payment Method
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 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.

Amended

All Zoning, Planning Board and any other approvals designating Block 237 lot 33 aka 15-17 So. Seventh Ave. and Block 352 lot 12 aka 179 Branchport Ave as personal self service storage facilities as referenced in 8/28/17 attached email of James Aaron, Esq. City Attorney.
 Provide complete files including applications and public notices.

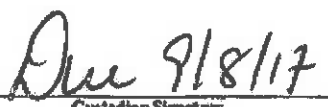
AGENCY USE ONLY

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AGENCY USE ONLY

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Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided _____			
 Custodian Signature		Date	

Brian Asarnow

From: James Aaron [jga@ansellgrimm.com]
Sent: Monday, August 28, 2017 11:48 AM
To: b.asarnow@comcast.net
Cc: Kevin Hayes, Director-Bldg & Dev.; Carl Turner; gpapailiou@longbranch.org
Subject: LB / OPRA request - Brian Asarnow - Our file no. 4000-877

Dear Mr. Asarnow:

In reference to your OPRA requests, 400 Broadway, 15-17 South 7th Avenue and 179 Branchport Avenue. Please be advised that 15-17 South Seventh was provided approvals as a self-storage area. The storage bins are not business uses per se and upon use by an individual a Certificate of Occupancy or Fire Inspection is not made at that time, however, inspections are made on an annual basis of the facility. If it is storage for personal use, there is no CO. If a business is operating out of a unit then it gets a CCO and is inspected annually. The same status was granted to 179 Branchport Avenue, pursuant to its application and approval by the either Zoning Board or Planning Board. If it is storage for personal use there is no CCO as it is covered by the Site CCO. In no way do these units do any retail selling to the general public. Please be advised that should you desire to have the same status conveyed upon your property you would have to apply for such status.

Please also be advised, that if your complaint is that the City has reacted too slowly to your various applications, I again invite you to meet with City officials to discuss a methodology to work out any problem that you may have.

Very truly yours,

/s/ James G. Aaron

James G. Aaron
A member of the firm
Dictated But Not Read

Ansell Grimm & Aaron, P.C.
1500 Lawrence Avenue, CN-7807
Ocean, NJ 07712

832-643-5701

Fax 643-5403

www.ansellgrimm.com

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Please visit our new website by clicking the logo below



A commitment to excellence. A commitment to people. Since 1929.

Mary Moss

From: Brian Asarnow <b.asarnow@comcast.net>
Sent: Tuesday, August 29, 2017 8:59 AM
To: Kathy Schmelz; Mary Moss
Subject: amended opra
Attachments: 8.28.17.amended.opra.pdf

Hi Mary:

Please see attached Amended opra and use that instead.

Please confirm receipt.

Thanks,

Brian D. Asarnow



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5686 / Fax 732-222-8835
 kschnal@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Brian MI D Last Name Asarnow
 E-mail Address b.asarnow@comcast.net
 Mailing Address 55 Community Place
 City Long Branch State N.J. Zip 07740
 Telephone 732-870-2570 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/28/17

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 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.

All Zoning, Planning Board and any other approvals designating Block 237 lot 33 aka 15-17 So. Seventh Ave and Block 352 lot 12 aka 179 Branchport Ave as personal self service storage facilities as referenced in 8/28/8 attached email of James Aaron, Esq, City Attorney.

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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 Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____

Records Provided

Plan 1300
Due 9/7/17
 Custodian Signature _____ Date _____

Brian Asarnow

From: James Aaron [jga@ansellgrimm.com]
Sent: Monday, August 28, 2017 11:49 AM
To: b.asarnow@comcast.net
Cc: Kevin Hayes, Director-Bldg & Dev.; Carl Turner; gpapailiou@longbranch.org
Subject: LB / OPRA request - Brian Asarnow - Our file no. 4000-877

Dear Mr. Asarnow:

In reference to your OPRA requests, 400 Broadway, 15-17 South 7th Avenue and 179 Branchport Avenue. Please be advised that 15-17 South Seventh was provided approvals as a self-storage area. The storage bins are not business uses per se and upon use by an individual a Certificate of Occupancy or Fire Inspection is not made at that time, however, inspections are made on an annual basis of the facility. If it is storage for personal use, there is no CO. If a business is operating out of a unit then it gets a CCO and is inspected annually. The same status was granted to 179 Branchport Avenue, pursuant to its application and approval by the either Zoning Board or Planning Board. If it is storage for personal use there is no CCO as it is covered by the Site CCO. In no way do these units do any retail selling to the general public. Please be advised that should you desire to have the same status conveyed upon your property you would have to apply for such status.

Please also be advised, that if your complaint is that the City has reacted too slowly to your various applications, I again invite you to meet with City officials to discuss a methodology to work out any problem that you may have.

Very truly yours,

/s/ James G. Aaron

James G. Aaron
A member of the firm
Dictated But Not Read

Ansell Grimm & Aaron, P.C.
1500 Lawrence Avenue, CN-7807
Ocean, NJ 07712
732-643-5201
Fax 643-5401

www.ansellgrimm.com

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Please visit our new website by clicking the logo below



A commitment to excellence. A commitment to people. Since 1929.

Mary Moss

From: Brian Asarnow <b.asarnow@comcast.net>
Sent: Monday, August 28, 2017 3:36 PM
To: Kathy Schmelz; Mary Moss
Subject: new opra
Attachments: 8.28.17.opra.pdf

Hi Mary:

Please find a new opra for planning and zoning and perhaps other departments such as fire and building.
Please confirm receipt of request.

Thanks,

Brian Asarnow

55 Community Place

Long Branch, NJ 07740



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
kschmelz@ci.long-branch.nj.us
Kathy L. Schmelz, RMC, City Clerk



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 Oleg MI Last Name Pidgorny
E-mail Address onp777@gmail.com / opidgorny@gmail.com
Mailing Address 45 Ocean Ave unit 3d
City Monmouth Beach State NJ Zip 07750
Telephone [REDACTED] 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 7/26/2017

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 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.

Property address: 456 West End Ave.
Long Branch, NJ 07740

Amount of any unpaid Back Taxes
Any Open Permits
Copy of Property Record Card
Copy of Certif. of Occupancy or Housing Code Letter
Municipal Assessments

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 _____
Denied _____ Closed _____
Filed _____ Closed _____
Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information
Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____
Records Provided
Tax Collector -
8/6/17
Due 8/7/17
Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
244 Broadview

Phone 732-571-5555 / Fax 732-222-8835
ktschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Pam MI Last Name HULSEAPPLE
E-mail Address pam.hulseapple@construction.com
Mailing Address 5 GALLISON LN
City BALLSTON LK State NY Zip 12619
Telephone 518 577 5408 FAX
Preferred Delivery ☐ Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ Email ☒

If you are requesting records containing personal information, please circle one: Under penalty of 18 U.S.C. 2C 28-3, I certify that I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature _____

Date _____

Payment Information

Amount Requested: _____
Amount Paid: _____
Balance Due: _____
Balance Paid: _____
Total: _____
Date: _____

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.

PLEASE PROVIDE PERMIT (OR JUST NAME + CONTACT INFO) FOR GENERAL CONTRACTOR FOR 55 BRIGHTON AVE, BLOCK 127, LOT 4

ALSO - HAVE ANY PERMITS BEEN ISSUED FOR NEW MULTIFAMILY RESIDENTIAL AT 157 PAVILION AVE, BLOCK 228, LOTS 32-35? IF SO, CAN YOU PLEASE FORWARD PERMIT FOR GENERAL CONSTRUCTION?

THANK YOU! Pam

AGENCY USE ONLY

Est. Document Cost _____
Est. Delivery Cost _____
Est. Balance 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 ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
Tracking ID: _____
Rec'd Date: _____
Ready Date: _____
Total Pages: _____
Records Provided: _____
Final Cost
Total: _____
Deposit: _____
Balance Due: _____
Balance Paid: _____
Date: _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5686 / Fax 732-222-8835

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk



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 Paul MI R Last Name Edinger
E-mail Address edingerlan@aol.com
Mailing Address 211 Monmouth Rd Ste C
City Long Branch State NJ Zip 07764
Telephone 732-222-3729 FAX 732-222-3448
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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature Paul R Edinger Date 5/24/2017

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 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.

Please provide any records concerning zoning violations, zoning applications as well as any correspondence in the zoning file pertaining to the following address:

561 Summer Street
Long Branch, NJ 07740
B1 165 Lot 2

Present owner is Critelli
Items needed for a zoning application as soon as possible

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 ☐
Denied ☐ Closed ☐
Filled ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid
Records Provided

Plus 1 zone
Due 6/13/17
Custodian Signature Date

Mary Moss

From: Kathy Schmelz
Sent: Wednesday, May 24, 2017 12:06 PM
To: Mary Moss
Subject: FW: 561 Summer St. BI 165 L2 OPRA request
Attachments: doc02559120170524111600.pdf

Kathy L. Schmelz, RMC
City Clerk
344 Broadway
Long Branch, NJ 07740
(732)571-5644

WARNING: Email received by or sent to City Officials are subject to the Open Public Records Act [OPRA]. If you are in any way concerned about the contents of your email being read by someone other than the person(s) you are contacting, you should consider alternate ways of contacting them.

From: PAUL EDINGER [mailto:edingerlaw@msn.com]
Sent: Wednesday, May 24, 2017 12:04 PM
To: Kathy Schmelz
Cc: Martinha Silva
Subject: 561 Summer St. BI 165 L2 OPRA request

Ms. Schmelz,

See attached OPRA request for the captioned property. I have no objection to coming to the office to view the records, if it is more convenient for you or the zoning office. Please advise.

Paul R. Edinger, Esq. 211 Monmouth Road, Box C, West Long Branch, NJ 07734 Tel: [REDACTED]
[REDACTED]

Before wiring funds to any third party, including the transaction's lawyers, lender(s) title agent(s) or settlement agent(s), parties should verify the wire instructions by using the contact information previously provided and NOT the contact info supplied in the email requesting the wire. **DO NOT wire any funds without receiving specific oral confirmation from this office.**

As a general rule, our office will not send wire instructions requesting the wire of funds.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5686 / Fax 732-222-8636

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk



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 PETER MI Y Last Name BERKLEY
 E-mail Address peter @ askrpm.com
 Mailing Address 296 MORMOUTH RD
 City West Long Branch State NJ Zip 07764
 Telephone 908 489 4686 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 10/19/2017

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 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.

Property survey for 215 Rockwell Ave
Block 315 Lot 24

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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: 10-31-17
 In Progress _____ Open _____
 Denied _____ Closed _____
 Filled _____ Closed _____
 Partial _____ Closed _____

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided
Planning Zoning
 Custodian Signature _____ Date _____

**Accutrend Data Corporation
REQUEST COST OF RECORDS**

NJ Long Branch City 237431

Hello,

I am unsure if my first email went through, so this is a second request. I apologize if you received two emails from me. I would like to know if the listing of new businesses that filed with you during the months of May, June and July and the cost, if applicable, for those listing are available currently. Please let me know if there are any issues. I can be reached at the e-mail below or by phone at 1-303-488-0011, ext. 1027. Records and invoices can be:

- E-mailed to: acqdata@accutrend.com
- Faxed to: 
- Mailed to: **ACCUTREND DATA CORPORATION
ATTN: RECEIVING DEPT.
P.O. BOX 6615
GREENWOOD VILLAGE, CO 80155-6615**

Thank you,
Rachel Branda
Acquisitions Department
Accutrend Data Corporation

*Health —
Due 9/8/17*

FAX**Date:** 08/29/2017**Pages including cover sheet:**

2

To:	17322228835@refax.com
Phone	
Fax Number	(732) 222-8835

From:	Fax Line Accutrend
	Accutrend Data Corporation
	7860 E. Berry Place, Suite 2
	Greenwood Village
	CO 80111
Phone	(303) 872-9107
Fax Number	(866) 648-1187

NOTE:

Second Request for Records



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Rafael MI D Last Name Tawil
 E-mail Address ra.tawil@mac.com / RafaelT@McCracken.com
 Mailing Address 347 Highland Ave
 City Long Branch State NJ Zip 07740
 Telephone 732-684-4975 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8/24/17

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 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.

Requesting ALL Permits / Construction / other pulled
 for 433 Norwood Ave Long Branch NJ 07740
 I am purchasing the property and my
 lawyer is requesting I check all permits
 pulled and inspected.

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____

Records Provided

Sigs -
Due 9/2/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-671-5686 FAX 732-222-8835
 kschmelz@ci.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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 Raphael MI _____ Last Name Kaplan
 E-mail Address rkaplan@skyequities.com
 Mailing Address 483 Oak Glen Rd. H
 City Howell State MI Zip 07731
 Telephone 732-347-1161 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Raphael Kaplan Date 8/16/17

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 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.

- + Record of any violations from Code Enforcement, Fire, or Building Dept
- Record of any permits from building, fire, mechanical, electric & plumbing
- Record of any complaints against the building filed with the city
- Record of any CO's obtained for the building

279 Broadway ~~St~~, Long Branch, NT

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 _____
 Denied _____ Closed _____
 Filed _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided _____
 bldg -
 file/code -
 Due 8/28/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
kschmelz@ci.long-branch.nj.us
Kathy L. Schmelz, RMC, City Clerk



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 RAY MI _____ Last Name SCHOTT
E-mail Address RSCHOTT@ADMININFO-SERVICES.COM
Mailing Address 6 POMPTON AVE
City CEDAR GROVE State NJ Zip 07009
Telephone 201-414-1773 FAX _____
Preferred Delivery: Pick Up ☒ US Mail ☐ On-Site ☐ 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date _____

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 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.

ANY + ALL RECORDS FOR
LAURIE QUINN
SS #157-74-7469
DOB 2/14/76
ADDRESS: 245 ATLANTIC AVE
LONG BRANCH

INCLUDING TRAFFIC/CRIMINAL + DISPOSITIONS

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 _____
Denied - Closed _____
Filled - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
TO: RECORDS			
Due: 3-30-17			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
 kschmelz@cl.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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

RAY@HELIXP.COM

First Name RAYMOND MI A Last Name SYMS
 E-mail Address RAY@HELIXP.COM
 Mailing Address 28 B ARUCH DRIVE
 City LONG BRANCH State NJ Zip 07740
 Telephone (201) 261-1111 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 4/5/2017

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 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.

*ZONING, BUILDING CODE & INSPECTIONS
 & VIOLATION RECORDS FOR 32 MIDDLE LANE
 LONG BRANCH - BLOCK 368 LOT 22
 FROM 2011 TO PRESENT*

(Block 368 Lot 22)

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 ☐
 Denied ☐ Closed ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Plant 368		_____	
Rin Code		_____	
Bldg		_____	
Date 4/18/17		_____	
Custodian Signature		Date	



CITY OF LONG BRANCH

OPEN PUBLIC RECORDS ACT REQUEST FORM

344 BROADWAY

PH 732-571-5686 FAX 732-222-8835

kschmelz@cl.long-branch.nj.us

Kathy L. Schmelz, RMC, City Clerk



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 Renee MI S Last Name Balgar
 E-mail Address renee.balgar@gmail.com
 Mailing Address 204 Monmouth Rd
 City Oakhurst State NJ Zip 07755
 Telephone 732 575 0943 FAX 732 581 1187
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Renee Balgar Date 3/9/2017

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 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.

Any open or closed permits/plans/information pertaining to an oil tank at 317 Morris Ave.

AGENCY USE ONLY

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

AGENCY USE ONLY

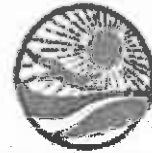
Disposition Notes
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.
 In Progress - ☐ Open ☐
 Denied - ☐ Closed ☐
 Filled - ☐ Closed ☐
 Partial - ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____
 Records Provided _____
 bldg -
 Due 3/20/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



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 RICHARD MI B Last Name FROELICH
 E-mail Address FROELICHAB@GMAIL.COM
 Mailing Address PO BOX 1078
 City ISLAND HEIGHTS State NJ Zip 08732
 Telephone 908 977 8504 FAX _____
 Preferred Delivery: Pick Up _____ US Mail _____ On-Site _____ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state or the United States.
 Signature [Signature] Date 3/10/17

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 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.

PAGES 1 & 2 OF THE FOLLOWING PLANNING BOARD RESOLUTIONS:
 PB 16-07 (BLOCK 216 LOT 15)
 PB 16-08 (BLOCK 216 LOT 11)
 PB 14-04 (BLOCK 216 LOT 3)
 PB 16-A16-03 (BLOCK 222 LOT 12)
 ANY RESOLUTION REGARDING BLOCK 216 LOT 14, 01 (DO BUYER BLACKRIDGE)

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

H. Silva _____

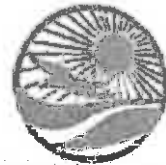
Due 3/21/17

Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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>Rick</u>	MI		Last Name	<u>ANDRES</u>
E-mail Address	<u>rick.andres@construction.com</u>				
Mailing Address	<u>300 AMERICAN METRO BLVD</u>				
City	<u>HAMILTON</u>	State	<u>NC</u>	Zip	<u>08619</u>
Telephone	<u>704-931-5058</u>	FAX	<u>704-25-5706</u>		
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</u> / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	<u>[Signature]</u>			Date	<u>4-3-17</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 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.

**BUILDING PERMIT FOR 602-624 OCEAN AVE,
 BLOCK 124 LOTS 3, 4, 5.01, 6 FOR CHABAD AT THE SHORE**

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 _____
Denied	- Closed _____
Filled	- Closed _____
Partial	- Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking #	_____	Total _____
Req'd Date	_____	Deposit _____
Ready Date	_____	Balance Due _____
Total Pages	_____	Balance Paid _____
Records Provided		
<u>61pg -</u>		
<u>Due 4/12/17</u>		
Custodian Signature	_____	Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Rita MI M Last Name Madsen
 E-mail Address rmadmadsen@aol.com
 Mailing Address 91 Nugent Dr.
 City Clifton State NJ Zip 07012
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: ☐ Up ☐ US Mail ☐ On-Site ☐ Inspect ☐ Fax ☐ E-mail ☒ X
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Rita Madsen DMS Date 11/27/17

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 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.

Subject property 664 Hony Ave Long Branch, NJ 07740.
 Please provide all information on Code Violations / tickets issued, court appearances, fines paid for this address from Sept. 1, 2017 to present.

Thank you.

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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 # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided
Asde
Due 12/7/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Rita MI M Last Name Madsen
 E-mail Address rmgmadsen@aol.com
 Mailing Address 91 Nugent Drive
 City Clifton State N.J. Zip 07012
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: ☐ Pick Up ☐ US Mail ☐ On-Site ☐ Inspect ☐ Fax ☐ E-mail ☒ X
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Kathy L. Schmelz, RMC Date 11/27/17

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 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.

Subject Property 634 Westwood Ave. Long Branch, NJ.
 Please provide all code violations and tickets issued to 634 Westwood Avenue for the time period of Sept. 1, 2012 - June 1, 2017.
 Please provide all instances in which the Fire Department was called to 634 Westwood Avenue from Sept. 1, 2016 thru June 1, 2017.
 Please provide all instances in which Health Department was called to 634 Westwood Avenue from Sept. 1, 2016 - June 1, 2017. And details for both.
 Thank you in advance.

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extra 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 ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

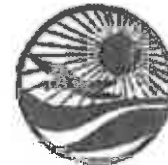
Tracking Information

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____

Records Provided
Per Code
Dec 12/6/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5556 / Fax 732-222-8835
 kschnelz@longbranch.org
 Kathy L. Schnelz, RMC, City Clerk



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 Rita MI M. Last Name Madsen
 E-mail Address rmadmadsen@aol.com
 Mailing Address 91 Nugent Dr.
 City Clifton State NJ Zip 07012
 Telephone 908-370-0220 FAX 973-777-5833
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Rita M. Madsen Date 9/12/17

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 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.

Property address 634 Westwood Avenue, Long Branch, NJ 07740
 All citations and or tickets issued for recycling or Municipal code violations during the time period of September 5, 2014 - June 1, 2017. and amount of fines paid.
 All visits by Fire Department during the time period of September 5th 2016 thru June 1, 2017. and nature of call.

Thank you,

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking #	_____	Total _____
Rec'd Date	_____	Deposit _____
Ready Date	_____	Balance Due _____
Total Pages	_____	Balance Paid _____
Records Provided		

Final Cost
Due 9/22/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH

OPEN PUBLIC RECORDS ACT REQUEST FORM

344 BROADWAY

PH 732-571-6886 FAX 732-222-8835

kschmelz@cl.long-branch.nj.us

Kathy L. Schmelz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

robo@frielhall.com

First Name ROBERT MI MI Last Name HALE

E-mail Address ROBO@FRIELHALL.COM

Mailing Address 607 MYRTLE AVE

City W. ALEXANDRIA State VA Zip 22151

Telephone 703-766-7118 FAX 703-766-7118

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

Signature [Signature] Date 7/5/17

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 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.

BUILDING + CONSTRUCTION FILES FOR 268 FLORENCE AVE BLOCK 389 LOT 1

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 ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

Bldg -

Due 7/14/17

Custodian Signature

Date

Block: 389	Prop Loc: 268 FLORENCE AVE	Owner: BONINI, EDMILSON CESAR	Square Ft: 2076
Lot: 1	District: 1327 LONG BRANCH	Street: 268 FLORENCE AVE	Year Built: 1967
Qual:	Class: 2	City State: LONG BRANCH, NJ 07740	Style: 3
Prior Block:	Acct Num: 63180000	Add Lots:	EPL Code: 0 0 0
Prior Lot:	Mtg Acct:	Land Desc: 80X180	Statute:
Prior Qual:	Bank Code: 672	Bldg Desc: 2S-S-S-AG-1U	Initial: 000000 Further: 000000
Updated: 11/02/16	Tax Codes:	Class4Cd: 0	Desc:
Zone: R-3	Map Page: 37	Acreage: 0.3306	Taxes: 7511.67 / 7570.67
Sale Date: 09/15/05	Book: 8499 Page: 1611	Price: 480000 NU#: 0	

More Info 09/15/05 8499 1611 480000 54.10 BONINI, EDMILSON CESAR

<u>2017</u> BONINI, EDMILSON CESAR	125200	0	362800	2
268 FLORENCE AVE	237600			
LONG BRANCH, NJ 07740	362800			
<u>2016</u> BONINI, EDMILSON CESAR	118200	0	374600	2
268 FLORENCE AVE	256400			
LONG BRANCH, NJ 07740	374600			
<u>2015</u> BONINI, EDMILSON CESAR	104400	0	337300	2
268 FLORENCE AVE	232900			
LONG BRANCH, NJ 07740	337300			
<u>2014</u> BONINI, EDMILSON CESAR	116000	0	338600	2
268 FLORENCE AVE	222600			
LONG BRANCH, NJ 07740	338600			
<u>2013</u> BONINI, EDMILSON CESAR	139200	0	295000	2
268 FLORENCE AVE	155800			
LONG BRANCH, NJ 07740	295000			
<u>2012</u> BONINI, EDMILSON CESAR	139200	0	361800	2
268 FLORENCE AVE	222600			
LONG BRANCH, NJ 07740	361800			
<u>2011</u> BONINI, EDMILSON CESAR	139200	0	361800	2
268 FLORENCE AVE	222600			
LONG BRANCH, NJ 07740	361800			
<u>2010</u> BONINI, EDMILSON CESAR	220400	0	469600	2
268 FLORENCE AVE	249200			
LONG BRANCH, NJ 07740	469600			



*Click on Underlined Year for Tax List Page



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
 kschmelz@ci.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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

rob@frielhall.com

Payment Information

First Name Rob MI Last Name Hall
 E-mail Address rob@frielhall.com
 Mailing Address 607 W. ALLEN AVE
 City W. ALLEN State NJ Zip 07711
 Telephone 732-766-4489 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 HAVE HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state or the United States.
 Signature [Signature] Date 7/5/17

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.

*BUILDING AND CONSTRUCTION FILES for
 435 FLORENCE AVENUE BLOCK 450 LOT 2*

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking #
 Rec'd Date
 Ready Date
 Total Pages
Final Cost
 Total
 Deposit
 Balance Due
 Balance Paid
 Records Provided
Bldg -
Due 7/14/17
 Custodian Signature Date

Block: 450	Prop Loc: 435 FLORENCE AVE	Owner: WATERHOUSE, MARIAN	Square Ft: 1296
Lot: 1	District: 1327 LONG BRANCH	Street: 435 FLORENCE AVE	Year Built: 1955
Qual:	Class: 2	City State: LONG BRANCH, NJ 07740	Style: 13
Prior Block:	Acct Num: 68920000	Addl Lots:	EPL Code: 0 0 0
Prior Lot:	Mtg Acct:	Land Desc: 102X100	Statute:
Prior Qual:	Bank Code: 154	Bldg Desc: 2S-AL-X-1U	Initial: 000000 Further: 000000
Updated: 11/02/16	Tax Codes:	Class4Cd: 0	Desc:
Zone: R-3	Map Page: 41	Acreage: 0.2342	Taxes: 5509.60 / 6374.23
Sale Date: 09/21/07	Book: 8680 Page: 5987	Price: 1 NU#: 25	
<u>More Info</u> 12/09/99	5899 958 130001	109.85	SHANNON, JOSEPH & MARIAN
<u>More Info</u> 07/16/02	8141 2539 100	1 0	SHANNON, MARIAN
<u>More Info</u> 09/21/07	8680 5987 1	25 0	WATERHOUSE, MARIAN

<u>2017</u> WATERHOUSE, MARIAN	116000	0	313600	2
435 FLORENCE AVE	197600			
LONG BRANCH, NJ 07740	313600			
<u>2016</u> WATERHOUSE, MARIAN	123000	0	315400	2
435 FLORENCE AVE	192400			
LONG BRANCH, NJ 07740	315400			
<u>2015</u> WATERHOUSE, MARIAN	81000	0	247400	2
435 FLORENCE AVE	166400			
LONG BRANCH, NJ 07740	247400			
<u>2014</u> WATERHOUSE, MARIAN	94500	0	256100	2
435 FLORENCE AVE	161600			
LONG BRANCH, NJ 07740	256100			
<u>2013</u> WATERHOUSE, MARIAN	94500	0	256100	2
435 FLORENCE AVE	161600			
LONG BRANCH, NJ 07740	256100			
<u>2012</u> WATERHOUSE, MARIAN	94500	0	256100	2
435 FLORENCE AVE	161600			
LONG BRANCH, NJ 07740	256100			
<u>2011</u> WATERHOUSE, MARIAN	94500	0	256100	2
435 FLORENCE AVE	161600			
LONG BRANCH, NJ 07740	256100			
<u>2010</u> WATERHOUSE, MARIAN	162000	0	346900	2
435 FLORENCE AVE	184900			
LONG BRANCH, NJ 07740	346900			



*Click on Underlined Year for Tax List Page



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-6886 / Fax 732-222-8835

kschmelz@longbranch.org

Kathy L. Schmelz, RMC, City Clerk

**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 Robert MI Last Name Goeb

E-mail Address BOBGOEB@NEEGLLC.org

Mailing Address 13 Jennifer Way

City New Egypt State NJ Zip 08533

Telephone 609-586-4738 FAX 856-386-7716

Preferred Delivery: Pick Up US Mail On-Site Inspect Fax X E-mail X

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

Signature Robert Goeb Date May 4, 2017

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 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.

OPRA Request- Pleasure Bay Apartments 245 Atlantic Ave., Block 369 Lots 1, 1.01, 1.02 & 1.03

As part of ongoing real estate due diligence activity, we are requesting the following items:

Building Department:

- Copies of any open or unresolved Building Violations or Citations since 2005;

Fire Department:

- Copies of any open or unresolved Fire Violations or Citations since 2005;
- Copy of latest Fire Inspection Report (if any performed);

Zoning Department:

- Copies of any open or unresolved Zoning Violations or Citations since 2005

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

Denied Closed

Filled Closed

Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking # Total

Rec'd Date Deposit

Ready Date Balance Due

Total Pages Balance Paid

Records Provided

Bldg -

Fire Dept -

Zoning -

Due 5/15/17

Custodian Signature Date

OPRA Request Status Sheet
Long Branch Planning & Zoning Department

To: City of Long Branch Municipal Clerk's Office

Re: Requested Address 320 Ocean Ave. + 345 Ocean Blvd

Requested Block 216 Lot 1, 2, 3 + 14-01

Requested By Robert Parmley

Date request received by Planning & Zoning Department 3/6/17

The Planning & Zoning Department is in receipt of the "Request for Government Records" form for the property referenced above.

- ☐ Please be advised that the original files from the Planning and Zoning Office are attached to this form to be reviewed by the requestor at the Clerk's Office. The Clerk's Office will make the required copies, obtain appropriate fees, and return the original file to our office.
- ☐ Please be advised that the request has been fulfilled ~~as noted~~ on the attached OPRA request. Our office has also:
- ☐ Faxed / Mailed the information to the requestor and forwarded to the clerk's office for record keeping.
- ☐ Forwarded to the clerk's office for further processing.
- ☐ Please be advised that the request has been fulfilled ~~with the attached copies~~. Our office has also:
- ☐ Faxed / Mailed the information to the requestor and forwarded to the clerk's office for record keeping.
- ☐ Forwarded to the clerk's office for further processing.
- ☐ Please be advised that the Planning & Zoning Department does not have files pertaining to the information requested.
- ☐ Please be advised that the request, as submitted, cannot be honored because of its generality. Please have the applicant provide our office with a specific time period and/or outline specific details of the information requested. Specific items required in order to process include:
- _____
- _____
- ☐ Please be advised that the information requested has been archived and will require additional time to allow for document retrieval.
- ☐ Please be advised that the request cannot be honored because the information requested could be used to jeopardize security of a building or facility or the persons therein. (Executive Order 21, issued 7/8/02)

Date processed 3/7/17

Processed by: M. [Signature]

I emailed the request.

Revised August 31, 2007

Rec'd 3/7/17
Amended 3/7/17

**State of New Jersey
CITY OF LONG BRANCH
GOVERNMENT RECORDS REQUEST FORM**

Important Notice

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

Requestor Information - Please Print

First Name Robert Last Name Parmley
 Company DEP / State of NJ
 Mailing Address 501 E. State Street
 City Trenton State NJ Zip 08625 Email robert.parmley@dep.nj.gov
 Business Home Telephone Area Code 609 Number 984-1236 Extension _____
 Preferred Delivery: ☐ By Air ☐ US Mail ☐ On Site Request
 Check One: Under penalty of P.L. 44-285, I certify that I HAVE / HAVE NOT been awarded a copy of records released under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 3/6/2017

Payment Information

Maximum Production Cost \$ _____
 Select Payment Method
☐ Cash ☐ Check ☐ Money Order
 Fee: Pages 1-10 @ \$0.28
 Pages 11-20 @ \$0.30
 Pages 21+ @ \$0.25
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Note: Extraordinary fees are the dependent upon request.

Requester Information: To expedite the request, be as specific as possible in describing the records being requested. Also, please include the type of access requested (copying or inspection), and if data, the medium requested.

Please provide any recent approvals/resolutions, dates approved, applicant name, etc. Also need details regarding # of units which are included in approvals for the following properties:

- 1) Block 216 Lots 14, 01 345 Ocean Blvd Long Branch
 Buyer: Blackridge Realty Seller: 274 Ocean Ave. BBMK
- 2) Block 216 Lots 1, 2, 3 300 Ocean Ave Long Branch
 Buyer: BBMK South Beach Seller: Multiple (Assemblage?)

Thanks Bob

RECEIVED ONLY

DISPOSITION ONLY

RECEIVED ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Exam Cost _____
 Total Est. Cost _____
 Deposit/Amount _____
 Estimated Release _____
 Deposit Date _____

Disposition Notes
 Circle one: If any part of request cannot be delivered in access medium above, detail reasons here.
 In Progress - Open _____
 Closed - Closed _____
 Filled - Closed _____
 Partial - Closed _____

Tracking Information

Tracking Information		Final Cost
Tracking #	_____	Total _____
Rec'd Date	_____	Deposit _____
Ready Date	_____	Release Date _____
Total Pages	_____	Release Paid _____
Records Provided _____		
Certified Signature _____		Date _____

Mary Moss

From: Martinha Silva
Sent: Tuesday, March 07, 2017 10:59 AM
To: Mary Moss
Subject: OPRA
Attachments: SPlanningZo17030712040.pdf

Good morning Mary,

Please see attached! Have a great day!

Martinha

*Martinha Silva
City of Long Branch
Planning & Zoning Office
Planning and Zoning Board Secretary
344 Broadway
Long Branch, NJ 08740
732-222-7000 Ext. 5432*



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Robert MI W Last Name Shimko
 E-mail Address robert@ibew400.org
 Mailing Address P.O. Box 1256
 City Wall State N.J. Zip 07719
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 12/1/17

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 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.

Copy of electrical permit (Tech sheet) for 55 Brighton Avenue new construction

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____

Records Provided

[Signature]

Due 12/13/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5688 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Robert MI W Last Name Shimko
 E-mail Address robert@ibew400.org
 Mailing Address P.O. Box 1256
 City W. 4th State N.J. Zip 07719
 Telephone 732 681-7111 FAX 732 681-4757
 Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site ☐ Inspect ☐ Fax ☐ E-mail ☒
 If you are requesting records containing personal information, please check one: Under penalty of N.J.S.A. 2C:28-3, I certify that I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Robert Shimko Date 4-13-17

Payment Information

Maximum Authorization Cost \$
 Select Payment Method
 Cash ☐ Check ☐ Money Order ☐
 Fees: Letter size pages - \$0.06 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.

Copy of of demo permits for the Broadway Arts Center, from Union Avenue to Belmont Ave

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____	Final Cost _____
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	

Records Provided

514 - Due 4/23/17

Custodian Signature _____ Date _____



CITY OF LONG BRANCH OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 ROBERT MI - Last Name WASHUTA
E-mail Address ROBERT.WASHUTA@lawwashuta.com
Mailing Address 11 Broadway, Suite 615, N.Y. N.Y. 10004
City N.Y. State N.Y. Zip 10004
Telephone (212) 269-3025 FAX (212) 269-3028
Preferred Delivery: Pick Up US Mail ☒ On-Site ☐ 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 HAVE (HAVE NOT) been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 08.31.17

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 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.

1. All written complaints, notices of claims or other correspondence regarding the sidewalk in front of 3 New Ct., Long Branch, N.J., including the trees adjacent thereto.
2. All maintenance, inspection and repair records regarding the sidewalk in front of 3 New Ct., Long Branch, N.J., including the trees adjacent thereto.
3. All City Council and Shade Tree Commission records regarding the aforesaid location & trees (sidewalk in front of 3 New Ct., Long Branch, N.J.).
4. All correspondence received by the City of Long Branch or sent by the City to any person or entity, regarding the aforesaid location & trees.

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 ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

Admin -

Due 9/13/17

Custodian Signature

Date

DEPOSITS

The custodian may require a deposit against costs for reproducing documents sought through an anonymous request whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce.

Where a special service charge is warranted under OPRA, that amount will be communicated to you as required under the statute. You have the opportunity to review and object to the charge prior to it being incurred. If, however, you approve of the fact and amount of the special service charge, you may be required to pay a deposit or pay in full prior to reproduction of the documents.

YOUR REQUEST FOR RECORDS IS DENIED FOR THE FOLLOWING REASON(S):

(To be completed by the Custodian of Records – check the box of the numbered exemption(s) as they apply to the records requested. If multiple records are requested, be specific as to which exemption(s) apply to each record. Response is due to requestor as soon as possible, but no later than seven business days.)

N.J.S.A. 47:1A-1.1

- ☐ Inter-agency or intra-agency advisory, consultative or deliberative material
- ☐ Legislative records
- ☐ Law enforcement records:
 - ☐ Medical examiner photos
 - ☐ Criminal investigatory records (however, N.J.S.A. 47:1A-3.b. lists specific criminal investigatory information which must be disclosed)
 - ☐ Victims' records
- ☐ Trade secrets and proprietary commercial or financial information
- ☐ Any record within the attorney-client privilege
- ☐ Administrative or technical information regarding computer hardware, software and networks which, if disclosed would jeopardize computer security
- ☐ Emergency or security information or procedures for any buildings or facility which, if disclosed, would jeopardize security of the building or facility or persons therein
- ☐ Security measures and surveillance techniques which, if disclosed, would create a risk to the safety of persons, property, electronic data or software
- ☐ Information which, if disclosed, would give an advantage to competitors or bidders
- ☐ Information generated by or on behalf of public employers or public employees in connection with:
 - ☐ Any sexual harassment complaint filed with a public employer
 - ☐ Any grievance filed by or against an employee
 - ☐ Collective negotiations documents and statements of strategy or negotiating
- ☐ Information that is a communication between a public agency and its insurance carrier, administrative service organization or risk management office
- ☐ Information that is to be kept confidential pursuant to court order
- ☐ Certificate of honorable discharge issued by the United States government (Form DD-214) filed with a public agency
- ☐ Social security numbers
- ☐ Credit card numbers
- ☐ Unlisted telephone numbers
- ☐ Drivers' license numbers
- ☐ Certain records of higher education institutions:
 - ☐ Research records
 - ☐ Questions or scores for exam for employment or academics
 - ☐ Charitable contribution information
 - ☐ Rare book collections gifted for limited access
 - ☐ Admission applications
 - ☐ Student records, grievances or disciplinary proceedings revealing a students' identification
- ☐ Biotechnology trade secrets N.J.S.A. 47:1A-1.2
- ☐ Convicts requesting their victims' records N.J.S.A. 47:1A-2.2
- ☐ Ongoing investigations of non-law enforcement agencies (must prove disclosure is inimical to the public interest) N.J.S.A. 47:1A-3.a.
- ☐ Public defender records N.J.S.A. 47:1A-5.k.
- ☐ Upholds exemptions contained in other State or federal statutes and regulations, Executive Orders, Rules of Court, and privileges created by State Constitution, statute, court rule or judicial case law N.J.S.A. 47:1A-9
- ☐ Personnel and pension records (however, the following information must be disclosed:
 - An individual's name, title, position, salary, payroll record, length of service, date of separation and the reason for such separation, and the amount and type of any pension received
 - When required to be disclosed by another law, when disclosure is essential to the performance of official duties of a person duly authorized by this State or the US, or when authorized by an individual in interest
 - Data contained in information which disclose conformity with specific experiential, educational or medical qualifications required for government employment or for receipt of a public pension, but not including any detailed medical or psychological information N.J.S.A. 47:1A-10

N.J.S.A. 47:1A-1

- ☐ "a public agency has a responsibility and an obligation to safeguard from public access a citizen's personal information with which it has been entrusted when disclosure thereof would violate the citizen's reasonable expectation of privacy."

Burnett v. County of Bergen, 198 N.J. 408 (2009). Without ambiguity, the court held that the privacy provision "is neither a preface nor a preamble." Rather, "the very language expressed in the privacy clause reveals its substantive nature; it does not offer reasons why OPRA was adopted, as preambles typically do; instead, it focuses on the law's implementation." "Specifically, it imposes an obligation on public agencies to protect against disclosure of personal information which would run contrary to reasonable privacy interests."

Executive Order No. 21 (McGreevey 2002)

- ☐ Records where inspection, examination or copying would substantially interfere with the State's ability to protect and defend the State and its citizens against acts of sabotage or terrorism, or which, if disclosed, would materially increase the risk or consequences of potential acts of sabotage or terrorism.
- ☐ Records exempted from disclosure by State agencies' proposed rules.

Executive Order No. 26 (McGreevey 2002)

- ☐ Certain records maintained by the Office of the Governor
- ☐ Resumes, applications for employment or other information concerning job applicants while a recruitment search is ongoing
- ☐ Records of complaints and investigations undertaken pursuant to the Model Procedures for Internal Complaints Alleging Discrimination, Harassment or Hostile Environments
- ☐ Information relating to medical, psychiatric or psychological history, diagnosis, treatment or evaluation
- ☐ Information in a personal income or other tax return
- ☐ Information describing a natural person's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness, except as otherwise required by law to be disclosed
- ☐ Test questions, scoring keys and other examination data pertaining to the administration of an examination for public employment or licensing
- ☐ Records in the possession of another department (including NJ Office of Information Technology or State Archives) when those records are made confidential by regulation or EO 9.

Other Exemption(s) contained in a State statute, resolution of either or both House of the Legislature, regulation, Executive Order, Rules of Court, any federal law, federal regulation or federal order pursuant to N.J.S.A. 47:1A-9.2.
(Please provide detailed information regarding the exemption from disclosure for which you are relying to deny access to government records. If multiple records are requested, be specific as to which exemption(s) apply to each record.)

REQUEST FOR RECORDS UNDER THE COMMON LAW

If, in addition to requesting records under OPRA, you are also requesting the government records under the common law, please check the box below.

A public record under the common law is one required by law to be kept, or necessary to be kept in the discharge of a duty imposed by law, or directed by law to serve as a memorial and evidence of something written, said, or done, or a written memorial made by a public officer authorized to perform that function, or a writing filed in a public office. The elements essential to constitute a public record are that it be a written memorial, that it be made by a public officer, and that the officer be authorized by law to make it.

☒ Yes, I am also requesting the documents under common law.

If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

Please set forth your interest in the subject matter contained in the requested material:

My client, Lisa Zscava who was injured in an accident at
and location

Note that any challenge to a denial of a request for records under the common law cannot be made to the Government Records Council, as the Government Records Council only has jurisdiction to adjudicate challenges to denials of OPRA requests. A challenge to the denial of access under the common law can be made by filing an action in Superior Court.

1. All government records are subject to public access under the Open Public Records Act ("OPRA"), unless specifically exempt.
2. A request for access to a government record under OPRA must be in writing, hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian. N.J.S.A. 47:1A-5.g. The seven (7) business day response time does not commence until the records custodian receives the request form. If you submit the request form to any other officer or employee of the *City of Long Branch*, that officer or employee must either forward the request to the appropriate custodian, or direct you to the appropriate custodian. N.J.S.A. 47:1A-5.h.
3. Requestors may submit requests anonymously. If you elect not to provide a name, address, or telephone number, or other means of contact, the custodian is not required to respond until you reappear before the custodian seeking a response to the original request.
4. The fees for duplication of a government record in printed form are listed on the front of this form. We will notify you of any special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by cash, check or money order payable to the *City of Long Branch*.
5. *You may be charged a 50% or other deposit when a request for copies exceeds \$25.* The *City of Long Branch* custodian will contact you and advise you of any deposit requirements. You agree to pay the balance due upon delivery of the records. Anonymous requests in excess of \$5.00 require a deposit of 100% of estimated fees.
6. Under OPRA, a custodian must deny access to a person who has been convicted of an indictable offense in New Jersey, any other state, or the United States, and who is seeking government records containing personal information pertaining to the person's victim or the victim's family. This includes anonymous requests for said information.
7. By law, the *City of Long Branch* must notify you that it grants or denies a request for access to government records within seven (7) business days after the agency custodian of records receives the request. If the record requested is not currently available or is in storage, the custodian will advise you within seven (7) business days after receipt of the request when the record can be made available and the estimated cost for reproduction.
8. You may be denied access to a government record if your request would substantially disrupt agency operations and the custodian is unable to reach a reasonable solution with you.
9. If the *City of Long Branch* is unable to comply with your request for access to a government record, the custodian will indicate the reasons for denial on the request form or other written correspondence and send you a signed and dated copy.
10. Except as otherwise provided by law or by agreement with the requester, if the agency custodian of records fails to respond to you within seven (7) business days of receiving a request, the failure to respond is a deemed denial of your request.
11. 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 *City of Long Branch* 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.
12. Information provided on this form may be subject to disclosure under the Open Public Records Act.

LAW OFFICES OF ROBERT WASHUTA, P.C.

ROBERT WASHUTA
Admitted in:
NY and NJ

11 Broadway, Suite 615
New York, New York 10004

(212) 269-3025

Fax: (212) 269-3028

robertwashuta@lawwashuta.com

August 31, 2017

BY EMAIL and Regular Mail
City of Long Branch
Attn: Kathy L. Schmelz, RMC, City Clerk
344 Broadway
Long Branch, New York 07440-6938

Re: OPRA Request

Dear Ms. Schmelz:

Attached is my completed OPRA Request for records from
the City of Long Branch as set forth in the request.

Very truly yours,



Robert Washuta

Mary Moss

From: Mary Moss
Sent: Friday, September 01, 2017 9:43 AM
To: Kevin Hayes, Director-Bldg & Dev.
Subject: FW: OPRA Request
Attachments: OPRA to City of Long Branch.pdf; ATT00001.htm

Tracking:	Recipient	Read
	Kevin Hayes, Director-Bldg & Dev.	Read: 9/1/2017 9:49 AM

Good Morning...

Kathy wanted me to check with you in regards to this OPRA request.

Kindly advise at your convenience.

Thank you.

From: Kathy Schmelz
Sent: Thursday, August 31, 2017 7:08 PM
To: Mary Moss <mmoss@longbranch.org>
Subject: Fwd: OPRA Request

Ask Kevin what he thinks. I have nothing as far as Council.

Thank you.

Sent from my iPhone

Begin forwarded message:

From: "Bob Washuta" <robertwashuta@lawwashuta.com>
To: "Kathy Schmelz" <kschmelz@longbranch.org>
Subject: OPRA Request

Dear Ms. Schmelz:

Enclosed is my OPRA Request for the described records.

Bob Washuta
Law Offices of Robert Washuta, P.C.
11 Broadway, Suite 615
New York, New York 10004
P (212) 269-3025
F (212) 269-3025
RobertWashuta@lawwashuta.com
www.LawWashuta.com



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY
 PH 732-671-5686 FAX 732-222-8835
 kschmelz@cl.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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 Roby T MI Last Name Woods
 E-mail Address rwoods2523@gmail.com
 Mailing Address 410 River Ave
 City State Zip
 Telephone 202 978 9775
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 7/21/17

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 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.

PROPERTY CARDS B
 1) 34-36 2nd AVE
 2) 156 Long Branch Ave
 3) 22 3rd AVE
 4) 24 3rd AVE
 5) 400 Morris Ave

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
Tax Assessor
Due 7/31/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Roey MI J Last Name Hadar
 E-mail Address roey.hadar@columbia.edu
 Mailing Address 144 Fair Haven Road
 City Fair Haven State NJ Zip 07704
 Telephone [REDACTED] 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Roey Hadar Date 10/30/17

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 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.

- 1) I would like all emails between Long Branch officials and Kushner Companies representatives between 01/01/2016 and the completion of this request, including all emails in which an address including "@kushnercompanies.com" is included as a sender or recipient (including cc and bcc.)
- 2) I would like all emails sent to or from Long Branch officials (including cc or bcc) with any one or more of the following terms included: "Kushner," "Phase 3," "Phase III," "Lofts."

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # _____	Total _____	
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	

City Council Records Provided
 K. Hayes
 Mayor
 J. Garg
 K. B. Schmelz
 10/30/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH

OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway

Phone 732-571-5686 / Fax 732-222-8835

kschmeltz@longbranch.org

Kathy L. Schmeltz, RMC, City Clerk

**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 PrintFirst Name Roger MI J. Last Name FossE-mail Address rjfoss@fsfm-law.comMailing Address Foss, San Filippo & Milne, LLC, P.O. Box 896City Red Bank State NJ Zip 07701Telephone 732-741-2524 FAX 732-741-2192Preferred Delivery: ☐ Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒ X

If you are requesting records containing personal information, please check one: Under penalty of N.J.S.A. 2C:28-3, I certify that I ☒ HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature Roger Foss Date 8/20/17**Payment Information**

Maximum Authorization Cost \$

Select Payment MethodCash ☐ 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.

Property Information: Block 216, Lot 16
 270 Ocean Avenue
 Long Branch, NJ 07740

See attached Schedule A for a list of documents.

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 ☐
 Denied ☐ Closed ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY**Tracking Information****Final Cost**

Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____

Records Provided

Bldg - _____
 Code - _____
 Plan / Form - _____
 Tax Assessor - _____

Custodian Signature

Date

See 9/1/17

SCHEDULE A
to
Open Public Records Act Request Form

Property Address: Block 216, Lot 16
 270 Ocean Avenue
 Long Branch, New Jersey

Information requested:

Any and all building, construction, code enforcement, planning and zoning records, and tax assessor's records pertaining to the property and structures located thereon including, but not limited to, **from 2010 through 2017:**

- a. Any and all construction permits (whether open or closed);
- b. Any and all building plans, site plans and surveys;
- c. Any and all construction violations, citations, fines, notices and orders;
- d. Any and all development permit applications, development permits, denials of development permits;
- e. Any and all planning or zoning resolutions of approval or denial; and
- f. Any and all certificates of non-conformity and use determinations.

Mary Moss

From: R.S. Gasiorowski <gasiorowskilaw@gmail.com>
Sent: Monday, April 24, 2017 4:36 PM
To: Mary Moss; Martinha Silva
Subject: OPRA Request - Nucci, Annamarie, 1 Private Way
Attachments: OPRA Request to Long Branch 4.24.17.pdf

Good afternoon:

Attached please a copy of an OPRA Request with regard to the above matter.

Thank you.

R. S. Gasiorowski, Esq.
Gasiorowski & Holobinko
54 Broad Street
Red Bank, NJ 07701

Telephone: (732) 212-9930

Telefax: (732) 212-9980

gasiorowskilaw@gmail.com

This communication (attachments included) contains legal information which is privileged and confidential. It is for the exclusive use of the addressee. Reading, disclosure, distribution, dissemination, copying or use by others thereof is strictly prohibited. If you have received this communication by error, please delete the original message and alert us immediately by reply e-mail.

Plan/Zone -

Slds -

Due 5/4/17

**GASIOROWSKI & HOLOBINKO
ATTORNEYS AT LAW
54 BROAD STREET
RED BANK, NEW JERSEY 07701**

**TEL: 732.212.8880
FAX: 732.212.8880**

**R. S. GASIOROWSKI
JOHN E. HOLOBINKO**

**CHRISTIE A. GASIOROWSKI
CATHY S. GASIOROWSKI
ALEXIS L. GASIOROWSKI**

April 24, 2017

Via Email Only mmoss@longbranch.org

**Clerk
City of Long Branch
344 Broadway
Long Branch, New Jersey**

**Re: Annamarie Nucci
1 Private Way, Long Branch, NJ**

Dear Sir/Madam:

Enclosed please find OPRA request with regard to the above as follows:

- 1. Copy of the Application, and any amendments thereto, filed by Annamarie Nucci in connection with her request filed with the City of Long Branch Construction Office for property known as 1 Private Way, Long Branch, New Jersey. (hereinafter "Application").**
- 2. A copy of all professional reports rendered in connection with the Application**
- 3. A complete copy of all review letters, reports, and/or studies prepared in connection with the above referenced Application.**
- 4. Copies of any application and amendments thereto filed in connection with the Application.**
- 5. All plans and amendments/revisions thereto in connection with the Application.**
- 6. Any and all resolutions adopted by either the Planning Board or Zoning Board in connection with the Application.**

7. Copy of the Building Permit
8. Copy of the Zoning Officer's Letter

Kindly contact my secretary and advise of the fee for same and I will forward payment immediately. If possible, please email the requested documents to gasirowskilaw@gmail.com.

Thank you for your attention to this matter.

Very truly yours,

R. S. GASIOROWSKI

RSG:jai
Encls.

c: M. Silva via email only msilva@longbranch.org



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 hon MI Last Name Gasiorowski
E-mail Address gasiorowskilaw@gmail.com
Mailing Address 54 Broad St
City Red Bank State NY Zip 07701
Telephone 732-260-9930 FAX 732-260-9930
Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 4/24/17

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 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.

Please see attached
Schedule A.

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 ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking Information		Final Cost
Tracking #	<u> </u>	Total <u> </u>
Rec'd Date	<u> </u>	Deposit <u> </u>
Ready Date	<u> </u>	Balance Due <u> </u>
Total Pages	<u> </u>	Balance Paid <u> </u>

Records Provided

Custodian Signature

Date

SCHEDULE A
TO APRIL 24, 2017 OPRA REQUEST

1. Copy of the Application, and any amendments thereto, filed by Annamarie Nucci in connection with her request filed with the City of Long Branch Construction Office for property known as 1 Private Way, Long Branch, New Jersey. (hereinafter "Application").

2. A copy of all professional reports rendered in connection with the Application

3. A complete copy of all review letters, reports, and/or studies prepared in connection with the above referenced Application.

4. Copies of any application and amendments thereto filed in connection with the Application.

5. All plans and amendments/revisions thereto in connection with the Application.

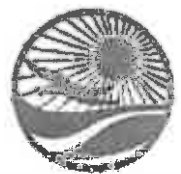
6. Any and all resolutions adopted by either the Planning Board or Zoning Board in connection with the Application.

7. Copy of the Building Permit

8. Copy of the Zoning Officer's Letter



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Ryan MI P Last Name Wolff
 E-mail Address lpwolff13@gmail.com
 Mailing Address 195 6th Ave. Unit 2
 City Long Branch State NJ Zip 07740
 Telephone [REDACTED] 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 HAVE / ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature Ryan P Wolff Date 1/1/17

Payment Information

Maximum Authorization Cost \$ 25.00
 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.

Requesting dispatch audio and reports from events on 12/30/16 at approximately 9:45 a.m. re: Incident of suspected firearm in a rifle case outside the home of Ryan Wolff 195 6th Ave Unit 2 Long Branch.

dispatch audio, reports, call logs

Thank you
 Ryan Wolff

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 _____
 Denied _____ Closed _____
 Filled _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>Police Dept</u> <u>Due 1/12/17</u>			
Custodian Signature _____		Date _____	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5686 / Fax 732-322-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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

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.

First Name SALVATORE MI _____ Last Name DEZIA
 E-mail Address Salvatore.d'elia@1cc1airman.com
 Mailing Address ONE LINCOLN PLAZA 1037 HANCOCK BLDG. 16TH FL
 City NEWARK State NJ Zip 07102
 Telephone 973 441 3308 FAX 973 441 3855
 Preferred Delivery: Pick Up _____ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature [Signature] Date 2/7/17

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.

ANY AND ALL POLICE REPORTS, INVESTIGATIVE REPORTS, OR INCIDENT REPORTS REGARDING A MOTOR VEHICLE ACCIDENT AT OR NEAR THE INTERSECTION OF JONES AVE AND CONOVER PLACE IN LONG BRANCH, NJ, OCCURRING ON APRIL 26, 2016 AND INVOLVING EITHER A MR. AAIP KHAN OR A MS. CRYSTAL HOYER.

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Police Dept -

Date 2/16/17

Custodian Signature

Date

DEPOSITS

The custodian may require a deposit against costs for reproducing documents sought through an anonymous request whenever the custodian anticipates that the documents requested will cost in excess of \$5 to reproduce.

Where a special service charge is warranted under OPRA, that amount will be communicated to you as required under the statute. You have the opportunity to review and object to the charge prior to it being incurred. If, however, you approve of the fact and amount of the special service charge, you may be required to pay a deposit or pay in full prior to reproduction of the documents.

YOUR REQUEST FOR RECORDS IS DENIED FOR THE FOLLOWING REASON(S):

(To be completed by the Custodian of Records – check the box of the numbered exemption(s) as they apply to the records requested. If multiple records are requested, be specific as to which exemption(s) apply to each record. Response is due to requestor as soon as possible, but no later than seven business days.)

- ☐ N.J.S.A. 47:1A-1.1
 - ☐ Inter-agency or intra-agency advisory, consultative or deliberative material
 - ☐ Legislative records
 - ☐ Law enforcement records:
 - ☐ Medical examiner photos
 - ☐ Criminal investigatory records (however, N.J.S.A. 47:1A-3.b. lists specific criminal investigatory information which must be disclosed)
 - ☐ Victims' records
 - ☐ Trade secrets and proprietary commercial or financial information
 - ☐ Any record within the attorney-client privilege
 - ☐ Administrative or technical information regarding computer hardware, software and networks which, if disclosed would jeopardize computer security
 - ☐ Emergency or security information or procedures for any buildings or facility which, if disclosed, would jeopardize security of the building or facility or persons therein
 - ☐ Security measures and surveillance techniques which, if disclosed, would create a risk to the safety of persons, property, electronic data or software
 - ☐ Information which, if disclosed, would give an advantage to competitors or bidders
 - ☐ Information generated by or on behalf of public employers or public employees in connection with:
 - ☐ Any sexual harassment complaint filed with a public employer
 - ☐ Any grievance filed by or against an employee
 - ☐ Collective negotiations documents and statements of strategy or negotiating
 - ☐ Information that is a communication between a public agency and its insurance carrier, administrative service organization or risk management office
 - ☐ Information that is to be kept confidential pursuant to court order
 - ☐ Certificate of honorable discharge issued by the United States government (Form DD-214) filed with a public agency
 - ☐ Social security numbers
 - ☐ Credit card numbers
 - ☐ Unlisted telephone numbers
 - ☐ Drivers' license numbers
 - ☐ Certain records of higher education institutions:
 - ☐ Research records
 - ☐ Questions or scores for exam for employment or academics
 - ☐ Charitable contribution information
 - ☐ Rare book collections gifted for limited access
 - ☐ Admission applications
 - ☐ Student records, grievances or disciplinary proceedings revealing a students' identification
 - ☐ Biotechnology trade secrets N.J.S.A. 47:1A-1.2
 - ☐ Convicts requesting their victims' records N.J.S.A. 47:1A-2.2
 - ☐ Ongoing investigations of non-law enforcement agencies (must prove disclosure is inimical to the public interest) N.J.S.A. 47:1A-3.a.
 - ☐ Public defender records N.J.S.A. 47:1A-5.k.
 - ☐ Upholds exemptions contained in other State or federal statutes and regulations, Executive Orders, Rules of Court, and privileges created by State Constitution, statute, court rule or judicial case law N.J.S.A. 47:1A-9
 - ☐ Personnel and pension records (however, the following information must be disclosed:
 - An individual's name, title, position, salary, payroll record, length of service, date of separation and the reason for such separation, and the amount and type of any pension received
 - When required to be disclosed by another law, when disclosure is essential to the performance of official duties of a person duly authorized by this State or the US, or when authorized by an individual in interest
 - Data contained in information which disclose conformity with specific experiential, educational or medical qualifications required for government employment or for receipt of a public pension, but not including any detailed medical or psychological information N.J.S.A. 47:1A-10

- ☐ N.J.S.A. 47:1A-1
 - "a public agency has a responsibility and an obligation to safeguard from public access a citizen's personal information with which it has been entrusted when disclosure thereof would violate the citizen's reasonable expectation of privacy."

Burnett v. County of Bergen, 198 N.J. 408 (2009). Without ambiguity, the court held that the privacy provision "is neither a preface nor a preamble." Rather, "the very language expressed in the privacy clause reveals its substantive nature; it does not offer reasons why OPRA was adopted, as preambles typically do; instead, it focuses on the law's implementation." "Specifically, it imposes an obligation on public agencies to protect against disclosure of personal information which would run contrary to reasonable privacy interests."

Executive Order No. 21 (McGreevey 2002)

- ☐ Records where inspection, examination or copying would substantially interfere with the State's ability to protect and defend the State and its citizens against acts of sabotage or terrorism, or which, if disclosed, would materially increase the risk or consequences of potential acts of sabotage or terrorism.
- ☐ Records exempted from disclosure by State agencies' proposed rules.

Executive Order No. 26 (McGreevey 2002)

- ☐ Certain records maintained by the Office of the Governor
- ☐ Resumes, applications for employment or other information concerning job applicants while a recruitment search is ongoing
- ☐ Records of complaints and investigations undertaken pursuant to the Model Procedures for Internal Complaints Alleging Discrimination, Harassment or Hostile Environments
- ☐ Information relating to medical, psychiatric or psychological history, diagnosis, treatment or evaluation
- ☐ Information in a personal income or other tax return
- ☐ Information describing a natural person's finances, income, assets, liabilities, net worth, bank balances, financial history or activities, or creditworthiness, except as otherwise required by law to be disclosed
- ☐ Test questions, scoring keys and other examination data pertaining to the administration of an examination for public employment or licensing
- ☐ Records in the possession of another department (including NJ Office of Information Technology or State Archives) when those records are made confidential by regulation or EO 9.

Other Exemption(s) contained in a State statute, resolution of either or both House of the Legislature, regulation, Executive Order, Rules of Court, any federal law, federal regulation or federal order pursuant to N.J.S.A. 47:1A-9.1.
(Please provide detailed information regarding the exemption from disclosure for which you are relying to deny access to government records. If multiple records are requested, be specific as to which exemption(s) apply to each record.)

REQUEST FOR RECORDS UNDER THE COMMON LAW

If, in addition to requesting records under OPRA, you are also requesting the government records under the common law, please check the box below.

A public record under the common law is one required by law to be kept, or necessary to be kept in the discharge of a duty imposed by law, or directed by law to serve as a memorial and evidence of something written, said, or done, or a written memorial made by a public officer authorized to perform that function, or a writing filed in a public office. The elements essential to constitute a public record are that it be a written memorial, that it be made by a public officer, and that the officer be authorized by law to make it.

☒ Yes, I am also requesting the documents under common law.

If the information requested is a "public record" under common law and the requestor has a legally recognized interest in the subject matter contained in the material, then the material must be disclosed if the individual's right of access outweighs the State's interest in preventing disclosure.

Please set forth your interest in the subject matter contained in the requested material:

LITIGATION

Note that any challenge to a denial of a request for records under the common law cannot be made to the Government Records Council, as the Government Records Council only has jurisdiction to adjudicate challenges to denials of OPRA requests. A challenge to the denial of access under the common law can be made by filing an action in Superior Court.

1. All government records are subject to public access under the Open Public Records Act ("OPRA"), unless specifically exempt.
2. A request for access to a government record under OPRA must be in writing, hand-delivered, mailed, transmitted electronically, or otherwise conveyed to the appropriate custodian. N.J.S.A. 47:1A-5.g. The seven (7) business day response time does not commence until the records custodian receives the request form. If you submit the request form to any other officer or employee of the *City of Long Branch*, that officer or employee must either forward the request to the appropriate custodian, or direct you to the appropriate custodian. N.J.S.A. 47:1A-5.h.
3. Requestors may submit requests anonymously. If you elect not to provide a name, address, or telephone number, or other means of contact, the custodian is not required to respond until you reappear before the custodian seeking a response to the original request.
4. The fees for duplication of a government record in printed form are listed on the front of this form. We will notify you of any special service charges or other additional charges authorized by State law or regulation before processing your request. Payment shall be made by cash, check or money order payable to the *City of Long Branch*.
5. **You may be charged a 50% or other deposit when a request for copies exceeds \$25.** The *City of Long Branch* custodian will contact you and advise you of any deposit requirements. You agree to pay the balance due upon delivery of the records. Anonymous requests in excess of \$5.00 require a deposit of 100% of estimated fees.
6. Under OPRA, a custodian must deny access to a person who has been convicted of an indictable offense in New Jersey, any other state, or the United States, and who is seeking government records containing personal information pertaining to the person's victim or the victim's family. This includes anonymous requests for said information.
7. By law, the *City of Long Branch* must notify you that it grants or denies a request for access to government records within seven (7) business days after the agency custodian of records receives the request. If the record requested is not currently available or is in storage, the custodian will advise you within seven (7) business days after receipt of the request when the record can be made available and the estimated cost for reproduction.
8. You may be denied access to a government record if your request would substantially disrupt agency operations and the custodian is unable to reach a reasonable solution with you.
9. If the *City of Long Branch* is unable to comply with your request for access to a government record, the custodian will indicate the reasons for denial on the request form or other written correspondence and send you a signed and dated copy.
10. Except as otherwise provided by law or by agreement with the requester, if the agency custodian of records fails to respond to you within seven (7) business days of receiving a request, the failure to respond is a deemed denial of your request.
11. 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 *City of Long Branch* 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.
12. Information provided on this form may be subject to disclosure under the Open Public Records Act.



February 7, 2017

Via Regular Mail & Email

Attn.: Kathy L. Schmelz, RMC
344 Broadway
Long Branch, NJ 07740

Re: **Crystal Hoyer v. Jimmy Transportation Corp, et al.**
Docket Number: MON-L-2881-16
Our File Number: 56787.0002

Dear Ms. Schmelz:

This office has been retained to represent Defendants, Jimmy Transportation Corp. t/a Shore Cab and Arif Khan in connection with the above captioned matter.

Enclosed please find an Open Public Records Act Request Form for any and all police reports, investigative reports, or incident reports regarding a motor vehicle accident at or near the intersection of Joline Ave. and Conover Place in Long Branch, NJ, occurring on April 26, 2016 and involving either a Mr. Arif Khan or a Ms. Crystal Hoyer.

Please provide the information to the attention of the undersigned at your earliest convenience. We will reimburse you for any reasonable costs associated with copying and transmitting the requested records.

Thank you for your kind attention to the within.

Very truly yours,

SALVATORE D'ELIA III

SD/ kea
Encl.

E-mail: Salvatore.D'Elia@leclairryan.com

Direct Phone: 973.481.3300
Direct Fax: 973.481.3355

One Riverfront Plaza, 1037 Raymond Boulevard, Sixteenth Floor
Newark, New Jersey 07102

Phone: 973.481.3300 | Fax: 973.481.3355

CALIFORNIA | CONNECTICUT | MASSACHUSETTS | MICHIGAN | NEW JERSEY | NEW YORK | PENNSYLVANIA | VIRGINIA | WASHINGTON, D.C.

Mallinda A. Miller | Attorney in charge, Newark office | LeClairRyan is a Virginia professional corporation

ATTORNEYS AT LAW | WWW.LECLAIRRYAN.COM



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5666 / Fax 732-222-8835
 kschemetz@longbranch.org
 Kathy L. Schmetz, RMC, City Clerk



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 Salvatore MI Last Name Roccaro
 E-mail Address sroccaro@wilentz.com
 Mailing Address 80 Woodbridge Center Drive, Suite 900
 City Woodbridge State NJ Zip 07095
 Telephone 732-665-8087 FAX 732-665-8087
 Preferred Delivery: ☒ Pick Up ☐ US Mail ☐ On-Site Inspect ☐ Fax ☐ E-mail ☒ X
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 3/22/17

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 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.

Any and all zoning board resolutions in the last five years for residential properties located on Ocean Avenue.

AGENCY USE ONLY

Est. Document Cost
 Est. Delivery Cost
 Est. Extra 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 ☐
 Denied ☐ Closed ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information	Final Cost
Tracking # <u> </u>	Total <u> </u>
Rec'd Date <u> </u>	Deposit <u> </u>
Ready Date <u> </u>	Balance Due <u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>

Records Provided

M. Silva

Due 3/23/17
 Custodian Signature

Date

Mary Moss

From: Mary Moss
Sent: Tuesday, March 28, 2017 10:40 AM
To: Martinha Silva
Cc: 'sroccaro@wilentz.com'
Subject: FW: OPRA from Salvatore Roccaro
Attachments: Long Branch Lots.pdf

Good Morning Martinha,

Please complete the attached OPRA request from Mr. Roccaro, and return back to this office, no later than 4/6/17.

Thank you,

From: Roccaro, Salvatore [mailto:SROccaro@WILENTZ.com]
Sent: Tuesday, March 28, 2017 10:34 AM
To: Mary Moss <mmoss@longbranch.org>
Subject: RE: OPRA from Salvatore Roccaro

Mary,

Please see the attached tax maps for Long Branch. I have highlighted the relevant lots I am interested in based on my OPRA request. Can you please provide me with any planning or zoning board resolutions for the past 5 years for any of the highlighted lots.

If you have any questions please feel free to contact me.

Thank you,
Sal

Salvatore Roccaro | Associate
WILENTZ

Attorneys at Law
Wilentz, Goldman & Spitzer, P.A.
90 Woodbridge Center Drive, Suite 900
Woodbridge, New Jersey 07095

732.635.0100 | 732.728.4000
sroccaro@wilentz.com | www.wilentz.com | [LinkedIn](#)

*Planned -
Due 4/6/17*

From: Mary Moss [mailto:mmoss@longbranch.org]
Sent: Wednesday, March 22, 2017 9:54 AM
To: Roccaro, Salvatore
Subject: FW: OPRA from Salvatore Roccaro
Importance: High

Good Morning Mr. Roccaro,

As per our Plan/Zoning Department, they need addresses and block and lots in order to fulfill your OPRA request.

Kindly advise at your earliest convenience.

Thank you,

From: Silva
Sent: Wednesday, March 22, 2017 9:50 AM
To: Mary Moss <mmoss@longbranch.org>
Subject: Re: OPRA from Salvatore Roccaro

Good Mary,

I need addresses and block and lot.

Thank you,
Martinha

From: Mary Moss
Sent: Wednesday, March 22, 2017 9:36:09 AM
To: Silva
Subject: OPRA from Salvatore Roccaro

Good Morning,

Please complete the attached OPRA and return back to this office, no later than, 3/31/17.

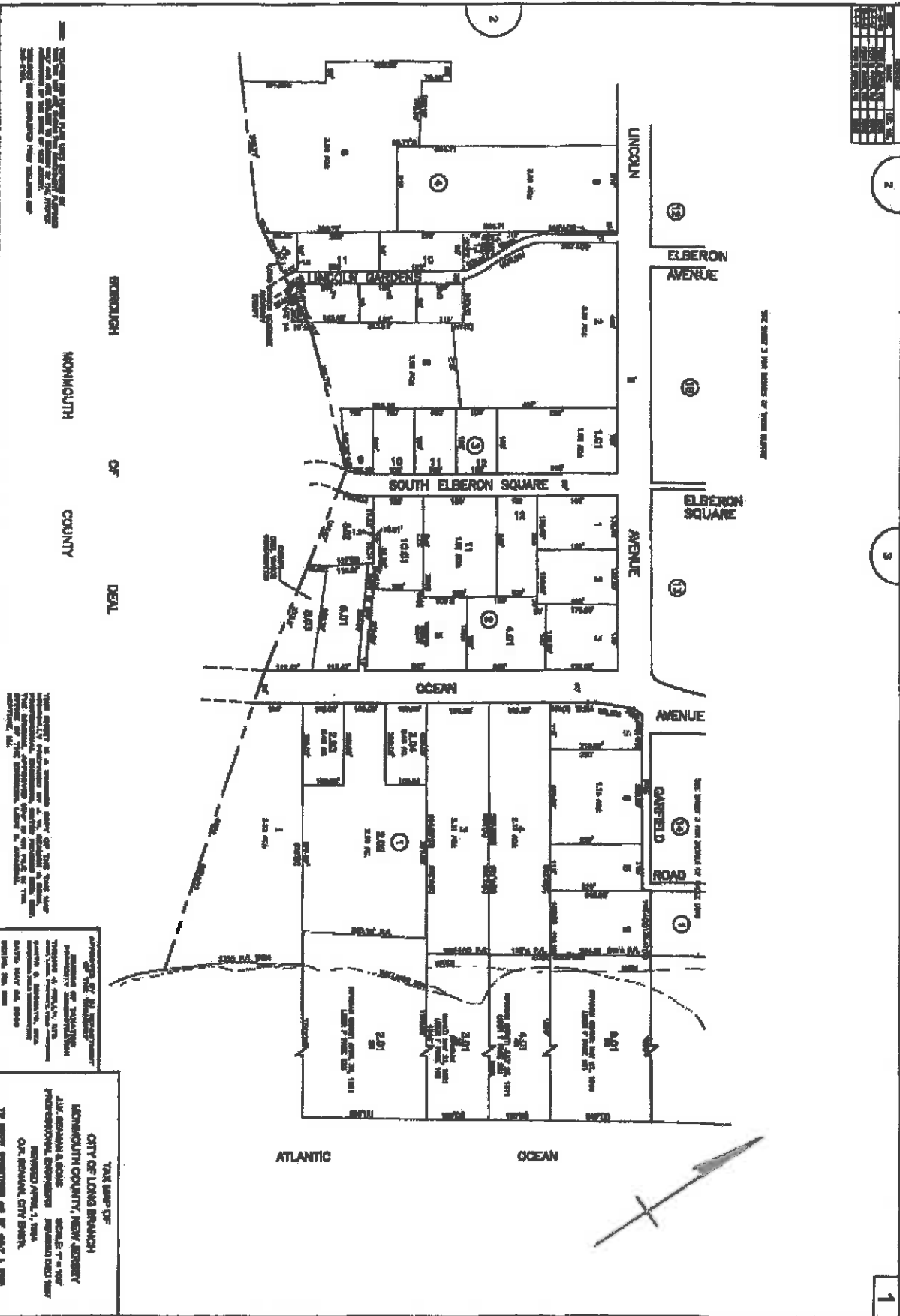
Thank you,

This e-mail contains information that is privileged and confidential and subject to legal restrictions and penalties regarding its unauthorized disclosure or other use. If you are not the intended recipient of this message you are prohibited from copying, distributing or otherwise using this information. If you have received this e-mail in error, please notify us immediately by return e-mail and delete this e-mail and all attachments from your system. Thank you.

The content of any e-mail sent to or received by Wilentz, Goldman & Spitzer, P.A. or any of its attorneys will not create an attorney-client relationship and shall not be binding on this law firm or its client(s) unless an undertaking of attorney client representation has been signed and delivered by a duly authorized representative of the firm. No e-mail transmission by the sender of this e-mail will constitute an "electronic signature" unless the person sending the email expressly states that this e-mail constitutes an electronic signature or the document on which a handwritten signature appears specifically states that it may be delivered via electronic or e-mail transmittal.

This email has been scanned for email related threats and delivered safely by Mimecast.
For more information please visit <http://www.mimecast.com>

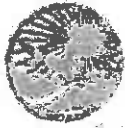
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	-----



THESE LOTS ARE NOT TO BE USED FOR ANY OTHER PURPOSE THAN THE ONE FOR WHICH THEY WERE DESIGNED. ANY VIOLATION OF THIS RULE WILL BE PENALIZED BY THE BOROUGH OF MONMOUTH COUNTY.

THESE LOTS ARE NOT TO BE USED FOR ANY OTHER PURPOSE THAN THE ONE FOR WHICH THEY WERE DESIGNED. ANY VIOLATION OF THIS RULE WILL BE PENALIZED BY THE BOROUGH OF MONMOUTH COUNTY.

TAX MAP OF
CITY OF LONG BRANCH
MONMOUTH COUNTY, NEW JERSEY
ALB. BISHOP & SONS
PREPARED FOR THE CITY ENGINEER
REMOVED APRIL 1, 1994
O.R. BISHOP CITY ENGINEER



**CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM**

365 BROADWAY
PH 732-871-0000 FAX 732-822-0056
brookdale@cityoflongbranch.nj.us
K. B. L. Schmitt, RMC, City Clerk



Important Notice

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

Requester Information - Please Print

First Name Steven M P Last Name Haddad
 E-mail Address Magdi@SPHLAW.com
 Mailing Address 51a Thorne St. Suite 270
 City Edison State NJ Zip 08837
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: ☐ Mail ☐ US Mail ☐ On-Site ☐ Internet ☐ 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 HAVE HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 5/8/17

Payment Information

Maximum Authorization Cost \$

Select Payment Method

Cash ☐ Check ☐ Money Order ☐

Fees: Letter size pages - \$0.05 per page
 Legal size pages - \$0.17 per page
 Other materials (CD, DVD, etc) - actual cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.

Extra: 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.

5/11/17 - 5/17/17

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Search 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 _____
 Denied _____ Closed _____
 Piled _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information

Tracking Info	Final Cost
Tracking ID _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Records
Due 5/17/17

Custodian Signature _____ Date _____



**CITY OF LONG BEACH
OPEN PUBLIC RECORDS ACT REQUEST FORM**
241 BROADWAY

PH 732-571-8999 FAX 732-222-5555
laskin@cityoflongbeach.nj.us
Kathy L. Palumbo, REC, City Clerk



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>Steven</u>	OR	<u>P</u>	Last Name	<u>Haddad</u>
E-mail Address	<u>Magdi@SPHLLAW.com</u>				
Mailing Address	<u>560 Tholman St. Suite 270</u>				
City	<u>Edison</u>	State	<u>NJ</u>	Zip	<u>08837</u>
Telephone	<u>[REDACTED]</u>		FAX	<u>[REDACTED]</u>	
Preferred Delivery:	☐ Pick Up ☐ US Mail ☐ On-Site Request ☐ 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</u> HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	<u>[Signature]</u>		Date	<u>6/12/17</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 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.

615117-611117

AGENCY USE ONLY

Est. Document Cost	_____
Est. Delivery Cost	_____

AGENCY USE ONLY

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

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Black Box	_____	Balance Due	_____

Records -

Due 6/21/17

Belton Office
810 Thomas Street, Suite 270
Edison, New Jersey 08837
TEL: [REDACTED]
FAX: [REDACTED]

STEVEN P. HADDAD, P.C.
ATTORNEYS AT LAW

Fax

To: Long Branch Police Dep.

From: Steven P. Haddad, Esq.

Attention:

CC:

Fax

Pages:

Re:

Date:

6/12/17

Urgent

For Review

Please Comment

Please Reply

DEAR SIR/MADAM:

WE ARE REQUESTING CAR ACCIDENT POLICE REPORTS FROM DATES:

6/5/17 TO 6/11/17

PLEASE FORWARD THESE REPORTS AT YOUR EARLIEST CONVENIENCE TO

info@epilaw.com

THANK YOU.

This message is intended for the use of the individual or entity to which it is addressed, and may contain information that is considered privileged, confidential and exempt from disclosure under the applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that the dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone, and return the original message to us at the above address via U.S. Postal Service. Thank you.



**CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM**

344 BROADWAY
PH 732-571-0805 FAX 732-222-8025
longbranchnj.org
Kelly L. Schmitt, K12, City Clerk



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 Steven ME P Last Name Haddad
 E-mail Address Magdi@SPHLAW.com
 Mailing Address 516 Thornhill St. Suite 270
 City Edison State NJ Zip 08837
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: ☐ First Class ☐ US Mail ☐ Certified Mail ☐ 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 HAVE ☒ HAVE NOT ☐ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/19/17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Refund: 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.

6/12/17 - 6/18/17

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notes
 Check box if any part of request cannot be delivered in seven business day, detail reasons here.

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

AGENCY USE ONLY

Tracking Information

Tracking #	Total	Final Cost
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	

Records Provided

Records
Due 6/28/17

Continuation Signature _____ Date _____

Edison Office
610 Thomas Street, Suite 270
Edison, New Jersey 08837
TEL: [REDACTED]
FAX: [REDACTED]

STEVEN P. HADDAD, P.C.
ATTORNEYS AT LAW

Fax

To: Long Branch Police Dep. From: Steven P. Haddad, Esq.
Attention: CC
Fax: [REDACTED] Pages:
Re: Date: 6/19/17
Urgent For Review Please Comment Please Reply

DEAR SIR/MADAM:

WE ARE REQUESTING CAR ACCIDENT POLICE REPORTS FROM DATES:

6/12/17 TO 6/18/17

PLEASE FORWARD THESE REPORTS AT YOUR EARLIEST CONVENIENCE TO

magd1@sphlaw.com

THANK YOU.

This message is intended for the use of the individual or entity to which it is addressed, and may contain information that is considered privileged, confidential and exempt from disclosure under the applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that the dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone, and return the original message to us at the above address via U.S. Postal Service. Thank you.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY

PH 732-671-6000 FAX 732-223-8030
 E-mail: info@longbranchnj.us
 Kelly L. Schmitt, R.I.C., City Clerk



Important Notice

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

Requester Information - Please Print

First Name	<u>Steven</u>	OR	<u>P</u>	Last Name	<u>Haddad</u>
E-mail Address	<u>Magdi@SPHLAW.com</u>				
Mailing Address	<u>516 Thorne St. Suite 270</u>				
City	<u>Edison</u>	State	<u>NJ</u>	Zip	<u>08837</u>
Telephone	<u>[REDACTED]</u>		FAX	<u>[REDACTED]</u>	
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</u> HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	<u>[Signature]</u>			Date	<u>6/5/17</u>

Payment Information

Maximum Authorization Cost \$	
Select Payment Method	
Cost:	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.
Extra:	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.

5/29/17 - 6/4/17

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notes Certified: If any part of request cannot be delivered in seven business days, email reasons here.	
In Progress	Open
Denied	Closed
Filled	Closed
Partial	Closed

AGENCY USE ONLY

Tracking Information		Print Cost
Tracking #	Total	_____
Rec'd Date	Deposit	_____
Ready Date	Balance Due	_____
Total Pages	Balance Paid	_____
Records Provided		
<u>Records -</u> <u>Due 6/19/17</u>		
Custodian Signature	Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-671-5000 FAX 732-213-2635
 Josephine Gollong-Brenot, NJ
 Kelly L. Salinas, REC, City Clerk



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 Steven is P Last Name Haddad
 E-mail Address: Mugdi@SPHLAW.com
 Mailing Address: 510 Thornhill St. Suite 270
 City Edison State NJ Zip 08827
 Telephone: [REDACTED] FAX: [REDACTED]
 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 F.B.I. 28-26-3, I certify that I HAVE HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 7/10/17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extra: 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.

7/3/17 - 7/9/17

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notice:
 Custodian: If any part of request cannot be delivered in seven business days, detail reasons here.
 In Progress _____ Open _____
 Denied _____ Closed _____
 Filed _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information
 Tracking # _____ Total _____
 Rec'd Date _____ Deposit _____
 Ready Date _____ Balance Due _____
 Total Pages _____ Balance Paid _____
 Remarks Provided _____
 Records -
 Due 7/19/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Miriam MI Last Name WEISS ESQ
 E-mail Address Lavellino@mweisslaw.com
 Mailing Address 41 Bayard Street 2nd Fl
 City New Brunswick State NJ Zip 08901
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 8-14-17

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 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.

Copies of all MVA reports
from 8-7-17 to 8-14-17

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
 Denied - Closed
 Filed - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information **Final Cost**
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
Records
Due 8/23/17
 Custodian Signature Date



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

Custodian Signature



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5586 / Fax 732-222-8835
kachmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 MIRIAM MI Last Name WEISS ESQ
E-mail Address Lavellino@mweisslaw.com
Mailing Address 41 Bayard Street 2nd Fl
City New Brunswick State NJ Zip 08901
Telephone [REDACTED] FAX [REDACTED]
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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 8-28-17

Payment Information

Maximum Authorized 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.

Copies of all MVA reports
from 8-21-17 to 8-27-17

AGENCY USE ONLY

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

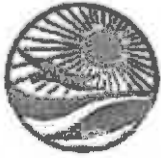
AGENCY USE ONLY

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

In Progress ☐ Open ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

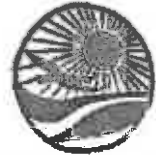
AGENCY USE ONLY

Tracking Information
Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____
Records Provided
Records -
Due 9/7/17
Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 MIRIAM MI _____ Last Name WEISS ESQ
 E-mail Address Lavellina@mweisslaw.com
 Mailing Address 41 Bayard Street 2nd Fl
 City New Brunswick State NJ Zip 08901
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature [Signature] Date 8-7-17

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.

Copies of all MVA reports
 from 7-31-17 to 8-6-17

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____

Final Cost

Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____

Records Provided

Records -
Due 8/16/17
 Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 MIRIAM MI Last Name WEISS ESQ
E-mail Address Lavellina@mweisslaw.com
Mailing Address 41 Bayard Street 2nd Fl
City New Brunswick State N.J. Zip 08901
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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 9-18-17

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 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.

Copies of all MVA reports
from 9-11-17 to 9-17-17

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 ☐
Denied ☐ Closed ☐
Filled ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

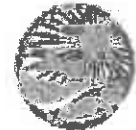
Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid
Records Provided

Reards
Done 9/27/17
Custodian Signature Date



**CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM**

314 BROADWAY
PH 732-571-5000 FAX 732-232-0885
Kathleen E. Long-Branch, Esq.
Deputy L. Salas, Esq., City Clerk



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>Steven</u>	MR	<u>P</u>	Last Name	<u>Haddad</u>
E-mail Address	<u>Magdi@SPILLAW.com</u>				
Mailing Address	<u>514 Thorne St. Suite 270</u>				
City	<u>Edison</u>	State	<u>NJ</u>	Zip	<u>08837</u>
Telephone	<u>[REDACTED]</u>		FAX	<u>[REDACTED]</u>	
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:25-3, I certify that I <u>HAVE</u> <u>HAVE NOT</u> been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.					
Signature	<u>[Signature]</u>			Date	<u>5/15/17</u>

Payment Information

Maximum Authorization Cost	\$
Selected Payment Method	
Check	☐ 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 / postage fees - additional depending upon delivery type.
Extra:	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 compromised by such method of delivery.

518117-5114117

AGENCY USE ONLY

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

AGENCY USE ONLY

Disposition Notice Closed for: If any part of request cannot be delivered in seven business days, email reasons here.	
In Progress	☐ Open
Denied	☐ Closed
Filled	☐ Closed
Partial	☐ Closed

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking #	_____	Total
Rec'd Date	_____	Deposit
Rec'd Date	_____	Balance Due
Total Pages	_____	Balance Paid
Records Provided		
<u>Records -</u> <u>Due 5/29/17</u>		
Custodian Signature		Date

Edison Office
 549 Thornall Street, Suite 270
 Edison, New Jersey 08837
 TEL: [REDACTED]
 FAX: [REDACTED]

STEVEN P. HADDAD, P.C.

ATTORNEYS AT LAW

Fax

To: Long Branch Police Dep.

From: Steven P. Haddad, Esq.

Attention:

cc:

Fax

Pages:

Re:

Date: 5/22/17

Urgent

*For Review

Please Comment

Needs Reply

DEAR SIR/MADAM:

WE ARE REQUESTING CAR ACCIDENT POLICE REPORTS FROM DATES:

5/15/17 TO 5/21/17

PLEASE FORWARD THESE REPORTS AT YOUR EARLIEST CONVENIENCE TO

magid@aphlaw.com

THANK YOU.

To: RECORDS

Due: June 1, 2017

This message is intended for the use of the individual or entity to which it is addressed, and may contain information that is considered privileged, confidential and exempt from disclosure under the applicable law. If the reader of this message is not the intended recipient, or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that the dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify us immediately by telephone, and return the original message to us at the above address via U.S. Postal Service. Thank you.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
 kschmelz@cl.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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 VINCENT MI _____ Last Name LEPORE
 E-mail Address _____
 Mailing Address 33 OCEAN TER
 City LONG BRANCH State NJ Zip 07740
 Telephone [REDACTED] 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 ~~HAVE~~ HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 5/5/17

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 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.

PRODUCE RECORDS OF TOTAL DOLLAR AMOUNT, OF REDEVELOPMENT ZONES TAX ABATEMENTS, FOR CITY OF LONG BRANCH. CURRENT.

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 _____
 Denied _____ Closed _____
 Filled _____ Closed _____
 Partial _____ Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
<u>H. Martin</u>			
<u>Due 5/16/17</u>			
Custodian Signature		Date	

From: Alberto Bros - Real Estate Division <realestate.albertobros@gmail.com>
Sent: Thursday, June 01, 2017 2:36 PM
To: Kathy Schmelz; 'Alberto Brothers- Real Estate Division'; nahumgnziz@aim.com; ohannout@aol.com; dbaril@dianeturton.com
Subject: FW: Gonzalez from Albert (136 Liberty St) - OPRA

kschmelz@longbranch.org
 Kathy, see below.

From: Stan Midose [mailto:smidose@longbranch.org]
Sent: Thursday, June 1, 2017 2:17 PM
To: Alberto Bros - Real Estate Division
Subject: Re: Gonzalez from Albert (136 Liberty St) - OPRA

Please direct to city clerk's office, as per city policy.

From: Alberto Bros - Real Estate Division <realestate.albertobros@gmail.com>
Sent: Thursday, June 1, 2017 1:39:04 PM
To: Realestate.albertobros@gmail.com; nahumgnziz@aim.com; Stan Midose; ohannout@aol.com; dbaril@dianeturton.com
Subject: RE: Gonzalez from Albert (136 Liberty St) - OPRA

June 1, 2017

Building Department of Long
 Branch
 Stan Midose
 Construction Official
 732-571-5690
 smidose@longbranch.org

Insert Fax #

[REDACTED]

VIA FAX ONLY

PAGES,	PAGES, ONLY, W/O COVER
VIA E-MAIL TO	Realestate.albertobros@gmail.com; nahumgnziz@aim.com; smidose@longbranch.org;

RE: Gonzalez from Albert (136 Liberty St)
 Our File #: 2017-03282

Subject Property:
 Block: 314 Lot: 8

[Handwritten signature]

OPEN PUBLIC RECORDS REQUEST ACT

Dear Long Branch Building Department:

Pursuant to New Jersey's Open Public Records Request Act, my client is a prospective purchase of the above-referenced subject-property, who is requesting records pertaining to the subject property described below

ALL OPEN BUILDING PERMITS ALL NOTICES OF VIOLATION
 EVIDENCE OF UNDERGROUND TANKS, SUCH AS SEPTIC OR OIL (Also, if there is evidence of abandonment/removal of UST, can you confirm that at the time of removal, companies required State certification and that there were DEP safeguards in the event a spill was discovered)

Also, an application for a certificate of occupancy will be forthcoming. If any of the matters pertaining to this record request are outstanding, please notify us in conjunction with this application request. My staff will be calling your office to get an estimate as to when we might obtain the requested records and will calendar that estimate in our system so as to follow up. Thank you.

Very truly yours,

s/Digital signature
 Atty. Rodney Alberto, requestor on behalf of Nahum Gonzalez

[Handwritten signature]
 June 6/12/17



CITY OF LONG BRANCH

OPEN PUBLIC RECORDS ACT REQUEST FORM

344 BROADWAY

PH 732-571-5686 FAX 732-222-8835

kachmelz@cl.long-branch.nj.us

Kathy L. Schmelz, RMC, City Clerk



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 VINCENT MI _____ Last Name LEPORE

E-mail Address _____

Mailing Address 33 OCEAN TER

City LONG BRANCH State NY Zip 07740

Telephone [REDACTED] 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.

Signature [Signature] Date 6/15/17

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 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.

PRODUCE ALL RECORDS (LETTERS, CORRESPONDENCE, EMAILS, PHONE CALLS, ETC) FROM THE MONMOUTH COUNTY PROSECUTORS OFFICE, TO THE CITY OF LONG BRANCH, FROM JANUARY 2016 UP TO THE PRESENT, CONCERNING THE ROLE OF, AND ACTIVITIES OF, THE CIVILIAN PUBLIC SAFETY DIRECTOR, INCLUDING THE CIVILIAN PUBLIC SAFETY DIRECTOR, PERFORMING OF POLICE DUTIES, AND WEARING AN EXPOSED FIREARM.

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 ☐

Denied ☐ Closed ☐

Filled ☐ Closed ☐

Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
J. Luchuck		_____	
K. Hayes		_____	
IT		_____	
Due 6/26/17		_____	
Custodian Signature		Date	



PH 732-571-5688 FAX 732-222-8835
kschmelz@cl.long-branch.nj.us
Kathy L. Schmelz, RMC, City Clerk



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

First Name VINCENT MI Last Name LEPORE
E-mail Address
Mailing Address 33 OCEAN TER
City LONG BRANCH State NJ Zip 07740
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 ~~HAVE~~ HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 7/13/17

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.

- PRODUCE DISPATCH NUMBER, ASSIGNED TO CALL FOR ASSISTANCE, TO POLICE DEPT FROM VINCENT LEPORE, AT 7:29 PM, TUESDAY, 7/11/17

- PRODUCE REPORT OF OFFICER SANDERS, AS A RESULT OF APPEARANCE AND ACTION TAKEN, FROM 7:29 PM CALL TO LBPD, ON TUESDAY, 7/11/17.

AGENCY USE ONLY

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	_____
Filed	-	Closed	_____
Partial	-	Closed	_____

Tracking Information		Final Cost	
Tracking #		Total	
Rec'd Date		Deposit	
Ready Date		Balance Due	
Total Pages		Balance Paid	

Records Provided

Records —

Dr Buckle —

Due 7/24/17

Custodian Signature _____

Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY

PH 732-571-5686 FAX 732-222-8835
kschmelz@ci.long-branch.nj.us
Kathy L. Schmelz, RMC, City Clerk



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 VINCENT MI _____ Last Name LEPORE
E-mail Address _____
Mailing Address 33 OCEAN TER
City LONG BRANCH State NJ Zip 07740
Telephone 732-571-1172 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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 7/18/17

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 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.

PRODUCE PERMIT APPLICATION FOR
FENCE AT BLOCK 59 LOT 1.01
11 ADAMS ST
KUSHNER

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 _____
Denied - Closed _____
Filed - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information
Tracking # _____
Rec'd Date _____
Ready Date _____
Total Pages _____
Final Cost
Total _____
Deposit _____
Balance Due _____
Balance Paid _____
Records Provided
OKS -
Due 7/27/17
Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 BROADWAY
 PH 732-571-5886 FAX 732-222-8835
 kschmelz@ci.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

First Name VINCENT Mi _____ Last Name LEPORE
 E-mail Address _____
 Mailing Address 33 OCEAN TER
 City LONG BRANCH State NJ Zip 07740
 Telephone [REDACTED] 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 7/18/17

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 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.

**PRODUCE PERMIT APPLICATION FOR
 FENCE AT BLOCK 59 LOT 1.01
 11 ADAMS ST
 KUSHNER**

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.
Completed
7/26/17
forward to your Dept on
7/26/17
 Denied ☐ Open ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # _____
 Rec'd Date _____
 Ready Date _____
 Total Pages _____
Final Cost
 Total _____
 Deposit _____
 Balance Due _____
 Balance Paid _____
 Records Provided One
7/27/17
Due 8/3/17
 Custodian Signature _____ Date _____

OPRA Request Status Sheet
Long Branch Building Department

To: City of Long Branch Municipal Clerk's Office

Address 11 Adams St

Block 59 Lot 101

Applicant LePore

Date request received by building dept. 7-18-17

The Building Department is in receipt of the "Request for Government Records" form for the property referenced above.

☐ Please be advised that the information request has been processed and copies have been forwarded to the clerk's office.

☒ Please be advised that the building department does not have files pertaining to the information requested.

☐ Please be advised that the request, as submitted, cannot be honored because of its generality. Please have the applicant provide our office with a specific time period and/or outline specific details of the information requested.

☐ Please be advised that the information requested has been archived and we will require additional time to allow for document retrieval.

☐ Please be advised that the request cannot be honored because the information requested could be used to jeopardize security of a building or facility or the persons therein. (Executive Order 21, issued 7/8/02)

Date processed 7-25-17

Processor's name [Signature]

* request should be made to Zoning Dept.



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 BROADWAY

PH 732-571-5886 FAX 732-222-8835
 kschmelz@cl.long-branch.nj.us
 Kathy L. Schmelz, RMC, City Clerk



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 VIAKENT MI _____ Last Name LEPORE
 E-mail Address _____
 Mailing Address 33 OCEAN TER
 City LONG BRANCH State NJ Zip 07740
 Telephone 829 711 1122 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 ~~HAVE~~ HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 7/27/17

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 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.

- PRODUCE (MPAP) MUNICIPAL PUBLIC ACCESS PLAN, SUBMITTED TO NJ DEP, AS DESCRIBED BY ACTING ADMINISTRATOR HAYES, ON 7/27/17, AT THE GARFIELD TERRACE ACCESS MEETING, AT CITY HALL

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 _____
 Denied ☐ Closed _____
 Filled ☐ Closed _____
 Partial ☐ Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Admin -
Due 8/8/17

Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 Saray MI _____ Last Name Morales

E-mail Address Morales@pmenv.com

Mailing Address 560 5th Street NW, Suite 301

City Grand Rapids State MI Zip 49504

Telephone _____ FAX _____

Preferred Delivery: Pick Up _____ US Mail _____ On-Site Inspect _____ Fax _____ E-mail X

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

Signature [Signature] Date 11/21/17

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 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.

159-161 3rd Avenue, Long Branch (Block 229 Lot 34)

Information we are interested in obtaining includes:

- Results of water quality testing, conducted on any Type II water wells located on the property
- Well log and septic information
- Individual files that are available for the site which may include records of health department inspections, and violations
- Any records of dry cleaning operations at the site
- Any indications of USTs or ASTs located on the site.
- Any records of HazMat Responses

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extras Cost: _____
 Total Est. Cost: _____
 Deposit Amount _____
 Estimated Balances _____

 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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # _____	Total _____	
Rec'd Date _____	Deposit _____	
Ready Date _____	Balance Due _____	
Total Pages _____	Balance Paid _____	
Records Provided To: <u>Health Dept</u> <u>ATZ</u> <u>Bldg</u> <u>Dir. Blum</u>		
Custodian Signature _____	Date _____	

Kathy Schmelz

From: Jack Roberts <opra+request-739-6d890cf4@requests.opramachine.com>
Sent: Monday, December 04, 2017 8:35 AM
To: Kathy Schmelz
Subject: Open Public Records Act request - OPRA Requests

Dear Long Branch City,

This is a request for public records made under OPRA and the common law right of access. I certify under penalty of NJSA 2C:28-3 that I have not been convicted of an indictable offense. Please acknowledge receipt of this message.

Records requested:

I'm requesting copies of all OPRA requests from January 1, 2017 to December 1, 2017.

Yours faithfully,

Jack Roberts

Please use this email address for all replies to this request:
opra+request-739-6d890cf4@requests.opramachine.com

Is kschmelz@longbranch.org the wrong address for Open Public Records Act requests to Long Branch City? If so, please contact us using this form:

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

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>

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

To: CityClerk

Due: 12/13/17

The Environmental Group

Environmental Investigations, LLC
Environmental Remediations, LLC

Brown₂ Green

Email: kschmelz@longbranch.org

April 28, 2017

Kathy L. Schmelz, RMC
City Clerk
City of Long Branch
344 Broadway
Long Branch, NJ 07740

Re: EI Project #'s: 17-052

Dear Sir or Madam:

Per ASTM Environmental Site Assessment Phase I due diligence regulations we are requesting documents for health files pertaining to spills, UST, asbestos, demolition, etc., and all construction/building permit files for the following properties:

Property Location:
310 Ocean Avenue
Long Branch, NJ 07740

Lot: 9, 10 & 25 Block: 216

Requestor Information:
Sonali Kumari
Environmental Investigations, LLC
PO Box 380
Ledgewood, NJ 07852
reception@theenvironmentalgroup.net

Sincerely,

Sonali Kumari

Sonali Kumari
Administrative Assistant

*Health -
Bldg -
Due 5/5/17*

30 Years • Creative Environmental Solutions • Since 1985

NJ Office: 261 Main Street / PO Box 380 Ledgewood, NJ 07852 Phone: 973-539-4111 Fax: 973-539-4441
NY Office: 805 Third Avenue, 10th Floor New York, NY 10022 Phone: 212-688-1923 Fax: 212-688-1924



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-8888 / Fax 732-228-8835
kachmair@longbranch.org
Kathy L. Schmitz, BMC, City Clerk



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 Sonali MI Last Name Kumari
E-mail Address reception@theenvironmentalgroup.net
Mailing Address PO Box 380
City Ledgebrook State NJ Zip 07852
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 HAVE ~~HAVE NOT~~ been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature Sonali Kumari Date 4/28/17

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 cost of material
Delivery: Delivery / postage fees additional depending upon delivery type.
Extras: Special service charge dependant 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

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.

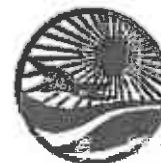
In Progress ☐ Open ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided <u> </u>			
Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschnetz@longbranch.org
 Kathy L. Schnetz, RMC, City Clerk



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 STEVE MI _____ Last Name DIMIAN

E-mail Address DMLAWHELP@GMAIL.COM

Mailing Address 1500 ALLAIRE AVENUE, STE 104

City OCEAN TWP State NJ Zip 07712

Telephone [REDACTED] FAX [REDACTED]

Preferred Delivery: Pick Up _____ On-Site _____ Fax _____ E-mail _____
 Up _____ Inspect _____

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

Signature [Signature] Date 10/10/2017

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 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.

DMVA REQUEST FOR:

OCTOBER 1, 2017 TO OCTOBER 7, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

Est. Document Cost	_____
Est. Delivery Cost	_____
Est. Extra 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, dated reasons here.	
In Progress	• Open _____
Denied	• Closed _____
Filled	• Closed _____
Partial	• Closed _____

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____
Records Provided			
Records			
Dec 10/15/17			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-8886 / Fax 732-222-8836
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 10/16/2017

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 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.

DMVA REQUEST FOR:

OCTOBER 8, 2017 TO OCTOBER 14, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied ☐ Closed
 Filled ☐ Closed
 Partial ☐ Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
<u>Records</u>			
<u>Due 10/26/17</u>			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-671-5686 / Fax 732-222-9836
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone FAX
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 10/23/2017

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 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.

DMVA REQUEST FOR:

OCTOBER 15, 2017 TO OCTOBER 21, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information

Tracking #	Total	Final Cost
Rec'd Date <u> </u>	Deposit <u> </u>	
Ready Date <u> </u>	Balance Due <u> </u>	
Total Pages <u> </u>	Balance Paid <u> </u>	
Records Provided		
<u>Records</u>		
<u>Due 11/2/17</u>		
Custodian Signature <u> </u>		Date <u> </u>



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschneitz@longbranch.org
Kathy L. Schneitz, RMC, City Clerk



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 STEVE MI _____ Last Name DIMIAN
E-mail Address DMLAWHELP@GMAIL.COM
Mailing Address 1500 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
Telephone [REDACTED] FAX [REDACTED]
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 10/3/2017

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 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.

DMVA REQUEST FOR:

OCTOBER 22, 2017 TO OCTOBER 28, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 _____
Denied - Closed _____
Filed - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____
Rec'd Date _____
Ready Date _____
Total Pages _____

Final Cost

Total _____
Deposit _____
Balance Due _____
Balance Paid _____

Records Provided

[Signature]

Due 11/13/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5886 / Fax 732-222-8835
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



Important Notice

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Requestor Information – Please Print

First Name STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone FAX
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 10/2/2017

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 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.

DMVA REQUEST FOR:

SEPTEMBER 24, 2017 TO SEPTEMBER 30, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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.

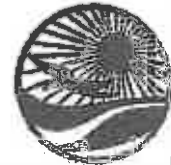
In Progress - Open
 Denied - Closed
 Filed - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
<u>Records</u>			
<u>Due 10/13/17</u>			
Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

First Name STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone FAX
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 11/13/2017

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 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.

DMVA REQUEST FOR:

November 5, 2017 TO November 11, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

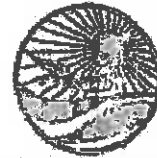
AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided <u> </u>			
<i>Rec'd's</i> <i>Due 11/27/17</i> Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-8686 / Fax 732-222-8835
kschmeltz@longbranch.org
Kathy L. Schmeltz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

First Name STEVE MI Last Name DIMIAN
Email Address DMLAWHELP@GMAIL.COM
Mailing Address 1500 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature S. Dimian Date 11/20/2017

Payment Information

Maximum Authorization Cost \$
Select Payment Method
Cash ☐ Check ☐ Money Order ☐
Fees: Letter size pages - \$0.06 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.

DMVA REQUEST FOR:

Nov. 12th - Nov. 19th, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
Denied ☐ Closed
Fulfilled ☐ Closed
Partial ☐ Closed

AGENCY USE ONLY

Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid
Records Provided
Reed's
Due 12/1/17
Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-671-8888 / Fax 732-222-8835
 kechmah@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



Important Notice

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Requestor Information - Please Print

First Name STEVE MI Last Name DIAMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: First ☐ Up ☐ US Mail ☐ On-Site ☐ Inspect ☐ Fax ☐ Email ☐
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
 Signature [Signature] Date 11/29/2017

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 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.

DMVA REQUEST FOR:

Nov. 20th - Nov 28th, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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, notify requestor here.

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

AGENCY USE ONLY

Tracking Information

Tracking #	Total	Final Cost
Rec'd Date	Deposit	
Ready Date	Balance Due	
Total Pages	Balance Paid	

Records Provided
Records
Due 12/8/17
 Custodian Signature _____ Date _____



BOROUGH OF WEST LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

965 Broadway, West Long Branch, NJ 07764
Records Custodian: Lori Cole, Borough Clerk
(732) 229-1758 Ext. 100
lcole@westlongbranch.org



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 STEVE MI Last Name DIMIAN

E-mail Address MICHELLE@DMLAWHELP.COM

Mailing Address 1500 ALLAIRE AVENUE, STE 104

City OCEAN TWP. State NJ Zip 07712

Telephone FAX

Preferred Delivery: Pick Up US Mail On-Site Inspect Fax E-mail XX

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

Signature [Signature] Date 1-1-2017

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 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.

GOOD AFTERNOON,

REQUESTING DMVA REPORTS FROM:

January 1, 2017 TO January 15, 2017

THANK YOU HAVE A GOOD DAY! FOR ANY QUESTIONS CALL MICHELLE 732-508-8200

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
Denied Closed
Filed Closed
Partial Closed

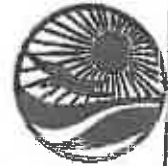
AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking # <u> </u>	Total <u> </u>	Deposit <u> </u>	
Rec'd Date <u> </u>	Balance Due <u> </u>	Balance Paid <u> </u>	
Ready Date <u> </u>			
Total Pages <u> </u>			
Records Provided			
<u>Police Dept</u>			
<u>Due 1/26/17</u>			
Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-571-5686 FAX 732-222-8835
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
 Signature S. Dimian Date 11/6/2017

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 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 each method of delivery.

DMVA REQUEST FOR:

OCTOBER 29, 2017 TO November 4, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied • Closed
 Filled • Closed
 Partial • Closed

AGENCY USE ONLY

Tracking Information **Final Cost**
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
Records
Due 11/20/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-671-4000 / Fax 732-222-8835
 kschmelt@longbranch.org
 Kathy L. Schmelt, RMC, City Clerk



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 Steve MI Last Name Dimian
 E-mail Address DMLawHelp@gmail.com
 Mailing Address 1500 Allaire Avenue Suite 104
 City Ocean Twp State NJ Zip 07701
 Telephone 732-508-9201 FAX 732-508-9201
 Preferred Delivery: Pick Up ☒ US Mail ☐ On-Site ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 12/5/2017

Payment Information

Maximum Authorization Cost \$
 Selected Payment Method
 Cash ☐ Check ☐ Money Order ☐
 Fees: Letter size pages - \$0.08 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.
 Extra: 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.

REQUESTING DMVA REPORTS FROM:

November 26, 2017 to DECEMBER 3, 2017

Please email the reports to DMLAWHELP@GMAIL.COM. Thank you.

AGENCY USE ONLY

Est. Document Cost
 Est. Delivery Cost
 Est. Extra 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 ☐
 Canceled - ☐ Closed ☐
 Filed - ☐ Closed ☐
 Partial - ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

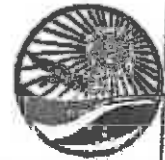
Tracking #	Total	Final Cost
Rec'd Date <u> </u>	Deposit <u> </u>	
Ready Date <u> </u>	Balance Due <u> </u>	
Total Pages <u> </u>	Balance Paid <u> </u>	

Records Provided
Better Records
Due 12/19/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5686 / Fax 732-222-8835
 techmelz@longbranch.org
 Kathy L. Schmetz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 1/30/2017

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 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.

DMVA REQUEST FOR:

JANUARY 15, 2017 TO JANUARY 31, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filed - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information		Final Cost
Tracking # <u> </u>	Total <u> </u>	
Rec'd Date <u> </u>	Deposit <u> </u>	
Ready Date <u> </u>	Balance Due <u> </u>	
Total Pages <u> </u>	Balance Paid <u> </u>	

Records Provided

Police Dept
Due 2/9/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 Steve MI _____ Last Name Dimian
E-mail Address michelle@dmlawhelp.com
Mailing Address 1500 Allaire Avenue Suite 104
City Ocean Twp State NJ Zip 07701
Telephone 732-508-9200 FAX 732-508-9201
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature [Signature] Date 12/31/2016

Payment Information

Maximum Authorization Code 5
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.

REQUESTING DMVA REPORTS FROM:
DECEMBER 25, 2016 to DECEMBER 31, 2016

Happy New Year

PLEASE CALL OR FAX WHEN READY FOR PICK UP!! HAVE A GREAT DAY

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 _____
Closed - Closed _____
Filed - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information
Tracking # _____
Rec'd Date _____
Ready Date _____
Total Pages _____
Final Cost
Total _____
Deposit _____
Balance Due _____
Balance Paid _____
Records Provided
Police Dept
Due 1/11/17
Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5688 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-9200 FAX 732-508-9201
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 2/14/2017

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 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.

DMVA REQUEST FOR:

February 8, 2017 TO February 14 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
Police Dept -
Due 2/27/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-8886 / Fax 732-222-8835
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMILAWHELP@GMAIL.COM michelle.edml...
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
 Signature [Signature] Date 2/22/2017

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 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.

DMVA REQUEST FOR:

February 15, 2017 TO February 21, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

Est. Document Cost
 Est. Delivery Cost
 Est. Extra 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 ☐
 Denied ☐ Closed ☐
 Filed ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking # <u> </u>	Total <u> </u>
Rec'd Date <u> </u>	Deposit <u> </u>
Ready Date <u> </u>	Balance Due <u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>

Records Provided

Records

Due 3/6/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5686 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI _____ Last Name DIMIAN

E-mail Address MICHELLE@DMLAWHELP.COM

Mailing Address 1500 ALLAIRE AVENUE, STE 104

City OCEAN TWP State NJ Zip 07712

Telephone: [REDACTED] FAX [REDACTED]

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

Signature [Signature] Date 2/28/2017

Payment Information

Maximum Authorization Code 5

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.

DMVA REQUEST FOR:

February 22, 2017 TO February 28, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 _____
Denied - Closed _____
Filed - Closed _____
Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

[Signature]

Due 3/9/17

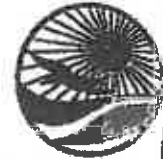
Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5636 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
E-mail Address DMLAWHELP@GMAIL.COM
Mailing Address 1600 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
Telephone 732-571-5636 FAX 732-222-8835
Preferred Delivery: ☐ Pick Up ☐ US Mail ☐ On-Site ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
Signature [Signature] Date 2/7/2017

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 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.

DMVA REQUEST FOR:

February 1, 2017 TO February 7 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

Est. Document Cost
Est. Delivery Cost
Est. Extra Cost
Total Est. Cost
Deposit Amount
Estimated Balance
Deposit Date

AGENCY USE ONLY

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

In Progress ☐ Open ☐
Denied ☐ Closed ☐
Filed ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid

Records Provided

Police Dept -
One 2/16/17

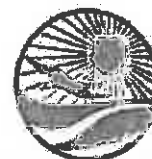
Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschnetz@longbranch.org
 Kathy L. Schnetz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone FAX 732-805-0201
 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 I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 3/13/2017

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 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.

DMVA REQUEST FOR:

MARCH 8, 2017 TO MARCH 14, 2017

THANK YOU AND HAVE A GREAT DAY!!!

[Handwritten signature: HAT] (St. Patrick's Day!)

AGENCY USE ONLY

Est. Document
 Est. Delivery
 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
 Denied - ☐ Closed
 Filed - ☐ Closed
 Partial - ☐ Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
<i>Records</i>			
<i>Due 3/22/17</i>			
Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-671-3586 / Fax 732-222-8835
 kachmsk@longbranch.org
 Kathy L. Schreck, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone FAX 732-308-9201
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 3/20/2017

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.

DMVA REQUEST FOR:

MARCH 15, 2017 TO MARCH 21, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

AGENCY USE ONLY

AGENCY USE ONLY

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

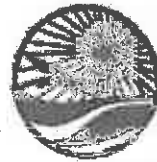
Tracking Information

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided <u>Records</u>			
Custodian Signature <u>Due 3/29/17</u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-9210 FAX 732-508-9201
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 3/6/2017

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 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.

DMVA REQUEST FOR:

MARCH 1, 2017 TO MARCH 7, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

Est. Document Cost
 Est. Delivery Cost
 Est. Extras Cost
 Total Est. Cost
 Deposit Amount
 Refundal 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
 Denied Closed
 Filled Closed
 Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking #	Total	Final Cost
Rec'd Date <u> </u>	Deposit <u> </u>	<u> </u>
Ready Date <u> </u>	Balance Due <u> </u>	<u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>	<u> </u>
Records Provided		
<u>Records -</u>		
<u>Due 3/16/17</u>		
Custodian Signature <u> </u>		Date <u> </u>



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-8888 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 4/24/2017

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 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.

DMVA REQUEST FOR:

APRIL 12, 2017 TO APRIL 24, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>

Records Provided

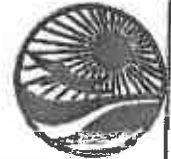
Records -
Due 5/4/17

Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8836
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-8300 FAX 732-408-9201
 Preferred Delivery: Pick Up US Mail On-Site Inspect Fax Email
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 4/5/2017

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 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.

DMVA REQUEST FOR:

MARCH 29, 2017 TO APRIL 4, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Confidential: If any part of request cannot be delivered to you, please indicate reasons below.

In Progress Open
 Closed
 Other

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
Records <u> </u>			
Due 4/18/17			
Custodian Signature <u> </u>		Date <u> </u>	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5888 / Fax 732-222-8836
 kschnitz@longbranch.org
 Kathy L. Schnitz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-8200 FAX 732-508-8201
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
 Signature [Signature] Date 5/15/2017

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 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.

DMVA REQUEST FOR:

MAY 9, 2017 TO MAY 15, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

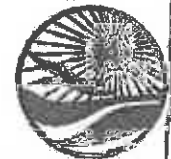
AGENCY USE ONLY

Tracking Information **Final Cost**
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
Records -
Due 5/25/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-6688 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-9200 FAX 732-508-9201
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 5/1/2017

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 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.

DMVA REQUEST FOR:

APRIL 25, 2017 TO MAY 1, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information

Tracking #	Total	Final Cost
Rec'd Date	Deposit	
Ready Date	Balance Due	
Total Pages	Balance Paid	

Records Provided

Records –

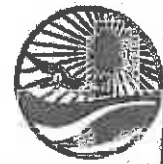
Due 5/1/17

Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-671-6686 / Fax 732-222-8836
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-8200 FAX 732-508-8201
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 5/22/2017

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 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.

DMVA REQUEST FOR:

MAY 16, 2017 TO MAY 22, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

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

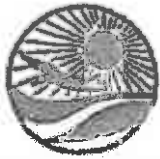
AGENCY USE ONLY

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

 In Progress ☐ Open
 Denied ☐ Closed
 Filled ☐ Closed
 Partial ☐ Closed

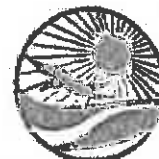
AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
<u>Records -</u>			
<u>Due 6/2/17</u>			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5586 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN

E-mail Address MICHELLE@DMLAWHELP.COM

Mailing Address 1500 ALLAIRE AVENUE, STE 104

City OCEAN TWP State NJ Zip 07712

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

Signature [Signature] Date 5/8/2017

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 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.

DMVA REQUEST FOR:

MAY 2, 2017 TO MAY 8, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied Closed
 Filled Closed
 Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking # <u> </u>	Total <u> </u>
Rec'd Date <u> </u>	Deposit <u> </u>
Ready Date <u> </u>	Balance Due <u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>

Records Provided

Records -
Due 5/18/17

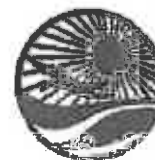
Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-6666 / Fax 732-222-8835
kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
E-mail Address MICHELLE@DMLAWHELP.COM
Mailing Address 1500 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
Telephone 732-508-8200 FAX 732-508-8201
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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other State, or the United States.
Signature [Signature] Date 6/14/2017

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 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.

DMVA REQUEST FOR:

MAY 30, 2017 TO JUNE 15, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 ☐
Denied ☐ Closed ☐
Fried ☐ Closed ☐
Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid
Records Provided
[Signature]
[Signature] 6/26/17
Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-871-8886 / Fax 732-222-8835
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-9200 FAX 732-508-4201
 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:2B-3, I certify that I HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 6/1/2017

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 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.

DMVA REQUEST FOR:

MAY 23, 2017 TO MAY 29, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

Est. Document Cost
 Est. Delivery Cost
 Est. Extras Cost
 Total Est. Cost
 Deposit Amount
 Refunded 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
 Denied - Closed
 Filled - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>
Records Provided			
<u>Records</u>			
<u>Due 6/13/17</u>			
Custodian Signature		Date	



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
344 Broadway

Phone 732-671-5686 / Fax 732-222-8935

kschmelz@longbranch.org
Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
E-mail Address MICHELLE@DMLAWHELP.COM
Mailing Address 1500 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
Telephone 732-505-0200 FAX 732-505-9201
Preferred Delivery: 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 HAVE / HAVE NOT been convicted of any indictable offenses under the laws of New Jersey, any other state, or the United States.
Signature S. Dimian Date 7/17/2017

Payment Information

Minimum 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.

DMVA REQUEST FOR:

JULY 7, 2017 TO JULY 16, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 _____
Closed - ☐ Closed _____
Filed - ☐ Closed _____
Partial - ☐ Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____ Total _____
Rec'd Date _____ Deposit _____
Ready Date _____ Balance Due _____
Total Pages _____ Balance Paid _____

Records Provided

Records -

Due 7/31/17

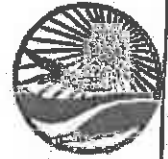
Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
Phone 732-571-5656 / Fax 732-222-8836
kschmeltz@longbranch.org
Kathy L. Schmeltz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
E-mail Address MICHELLE@DMLAWHELP.COM
Mailing Address 1500 ALLAIRE AVENUE, STE 104
City OCEAN TWP State NJ Zip 07712
Telephone 732-571-9200 FAX 732-571-9201
Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
Signature S. Dimian Date 7/24/2017

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 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.

DMVA REQUEST FOR:

JULY 17, 2017 TO JULY 23, 2017

THANK YOU AND HAVE A GREAT DAY!!!

AGENCY USE ONLY

Est. Document Cost
Est. Delivery Cost
Est. Extras Cost
Total Est. Cost
Deposit Amount
Extracted 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
Denied - Closed
Filed - Closed
Partial - Closed

AGENCY USE ONLY

Tracking Information
Tracking # Total
Rec'd Date Deposit
Ready Date Balance Due
Total Pages Balance Paid
Records Provided

Records -
Due 8/2/17
Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-8686 / Fax 732-222-8535
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-0200 FAX 732-508-8701
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 7/6/2017

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 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.

DMVA REQUEST FOR:

JUNE 30, 2017 TO JULY 6, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied Closed
 Filled Closed
 Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking Information		Final Cost	
Tracking #	<u> </u>	Total	<u> </u>
Rec'd Date	<u> </u>	Deposit	<u> </u>
Ready Date	<u> </u>	Balance Due	<u> </u>
Total Pages	<u> </u>	Balance Paid	<u> </u>

Records Provided

Records

Done 7/18/17

Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-6686 / Fax 732-222-8835
 kschmetz@longbranch.org
 Kathy L. Schmetz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-808-9200 FAX 732-508-9301
 Preferred Delivery: ☐ Up ☐ US Mail ☐ On-Site ☐ 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 8/15/2017

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 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.

DMVA REQUEST FOR:

AUGUST 1, 2017 TO AUGUST 15, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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 ☐
 Denied ☐ Closed ☐
 Filled ☐ Closed ☐
 Partial ☐ Closed ☐

AGENCY USE ONLY

Tracking Information
 Tracking # Total
 Rec'd Date Deposit
 Ready Date Balance Due
 Total Pages Balance Paid
 Records Provided
 Records
 Due 8/26/17
 Custodian Signature Date

**BOROUGH OF MANASQUAN
OPEN PUBLIC RECORDS ACT REQUEST FORM**
201 EAST MAIN STREET, MANASQUAN, NJ 08736
732-223-0544 FAX 732-223-1300

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 STEVE MI B. Last Name DIMIAN
 E-mail Address Michelle@dmlawhelp.com
 Mailing Address 1500 Allaire Avenue Ste. 104
 City Ocean Twp State NJ Zip 07712
 Telephone [REDACTED] FAX [REDACTED]
 Preferred Delivery: 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 7/31/2017

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 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.

Hi, I am requesting Accident Reports for the weeks of

JULY 16, 2017 TO JULY 31, 2017

Thank you and have a wonderful day!

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 _____
 Denied - Closed _____
 Filled - Closed _____
 Partial - Closed _____

AGENCY USE ONLY

Tracking Information

Tracking # _____	Total _____
Rec'd Date _____	Deposit _____
Ready Date _____	Balance Due _____
Total Pages _____	Balance Paid _____

Records Provided

Records -

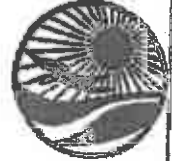
Due 8/14/17

Custodian Signature _____ Date _____



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway

Phone 732-571-5688 / Fax 732-222-8836
 kschmeiz@longbranch.org
 Kathy L. Schmeiz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address MICHELLE@DMLAWHELP.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 302-508-0200 FAX 732-503-0201
 Preferred Delivery: Pick Up US Mail On-Site 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 9/18/2017

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 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.

DMVA REQUEST FOR:

SEPTEMBER 1, 2017 TO SEPTEMBER 15, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied Closed
 Filled Closed
 Partial Closed

AGENCY USE ONLY

Tracking Information

Tracking # <u> </u>	Total <u> </u>
Rec'd Date <u> </u>	Deposit <u> </u>
Ready Date <u> </u>	Balance Due <u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>

Records Provided

[Signature]
Due 9/28/17
 Custodian Signature Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM
 344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmeltz@longbranch.org
 Kathy L. Schmeltz, RMC, City Clerk



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 STEVE MI Last Name DIMIAN
 E-mail Address DMLAWHELP@GMAIL.COM
 Mailing Address 1500 ALLAIRE AVENUE, STE 104
 City OCEAN TWP State NJ Zip 07712
 Telephone 732-508-9200 FAX 732-508-0201
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature S. Dimian Date 9/25/2017

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 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.

DMVA REQUEST FOR:

SEPTEMBER 16, 2017 TO SEPTEMBER 23, 2017

THANK YOU AND HAVE A GREAT DAY!!!

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
 Denied - Closed
 Filled - Closed
 Partial - Closed

AGENCY USE ONLY

Tracking Information

Tracking # <u> </u>	Total <u> </u>
Rec'd Date <u> </u>	Deposit <u> </u>
Ready Date <u> </u>	Balance Due <u> </u>
Total Pages <u> </u>	Balance Paid <u> </u>

Records Provided

Records
Due 10/4/17

Custodian Signature

Date



CITY OF LONG BRANCH
OPEN PUBLIC RECORDS ACT REQUEST FORM

344 Broadway
 Phone 732-571-5686 / Fax 732-222-8835
 kschmelz@longbranch.org
 Kathy L. Schmelz, RMC, City Clerk



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 STEVEN MI P Last Name GOVIN
 E-mail Address sgovin@ghclaw.com
 Mailing Address Giordano, Halleran & Ciesla, PC, 125 Half Mile Road, Suite 300
 City Red Bank State NJ Zip 07701
 Telephone [REDACTED] FAX [REDACTED]
 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 HAVE / HAVE NOT been convicted of any indictable offense under the laws of New Jersey, any other state, or the United States.
 Signature [Signature] Date 1-16-17

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 cost of material
 Delivery: Delivery / postage fees additional depending upon delivery type.
 Extra: 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.

1. Executed Copy of Ordinance 26-16 (Ordinance Codifying Redeveloper Submission Requirements and Policies on Tax Exemptions and Redeveloper Off-Site/Off-Tract Contributions)
2. Effective Date of Ordinance 26-16
3. FEM Real Estate application for long-term tax exemption; resolution approving FEM Real Estate application; Ordinance authorizing financial agreement with FEM Real Estate (or appropriate Urban Renewal Entity); financial agreement with FEM Real Estate (all pertaining to the redevelopment project known as "South Beach at Long Branch")

AGENCY USE ONLY

Est. Document Cost _____
 Est. Delivery Cost _____
 Est. Extra 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 _____
 Denied - ☐ Closed _____
 Filled - ☐ Closed _____
 Partial - ☐ Closed _____

AGENCY USE ONLY

Tracking Information		Final Cost	
Tracking #	_____	Total	_____
Rec'd Date	_____	Deposit	_____
Ready Date	_____	Balance Due	_____
Total Pages	_____	Balance Paid	_____

Records Provided

City Clerk

Due 12/26/17

Custodian Signature

Date

GIORDANO, HALLERAN & CIESLA
A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW

STEVEN P. GOVIN, ESQ.
SHAREHOLDER
ALSO ADMITTED TO PRACTICE IN NY
SGOVIN@GHCLAW.COM
DIRECT DIAL: (732) 219-5498

FAX: 

www.ghclaw.com

January 16, 2017

Client/Matter No. 20095/1

VIA FACSIMILE (732-222-8835) AND EMAIL (kschmelz@longbranch.org)

Kathy L. Schmelz, RMC, City Clerk
City of Long Branch
344 Broadway
Long Branch, NJ 07740

RE: Open Public Records Request

Dear Ms. Schmelz:

Please find enclosed a completed Open Public Records Act Request Form. Our office would like to review the following documents maintained by the City of Long Branch:

1. Ordinance #26-16 (Please provide an executed copy as well as the effective date of this ordinance);
2. FEM Real Estate (or related urban renewal entity) ("FEM") application for long-term tax exemption, resolution approving that application, ordinance authorizing financial agreement with FEM, and financial agreement with FEM establishing a long-term tax exemption for "South Beach at Long Branch" redevelopment project.

If possible, please fax or email these documents to my attention. Otherwise, please contact me to arrange alternative pick-up arrangements.

After you have had a chance to review, please let me know when these documents will be available. As you are aware, you must respond to this request within seven (7) business days in accordance with the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1, et. seq.

GIORDANO, HALLERAN & CIESLA
A PROFESSIONAL CORPORATION
ATTORNEYS AT LAW

Kathy L. Schmeiz, RMC, City Clerk
January 16, 2017
Page 2

Thank you for your attention to this matter.

Very truly yours,

A handwritten signature in black ink, appearing to read 'S. Gouin', written over a horizontal line.

STEVEN P. GOUIN

SPG/llb
Enclosure

Docs #2588224-v1

GIORDANO, HALLERAN & CIESLA

A PROFESSIONAL CORPORATION

ATTORNEYS AT LAW

PLEASE RESPOND TO:

125 HALF MILE ROAD, SUITE 300
RED BANK, NEW JERSEY 07701-6777

FAX: [REDACTED]

www.ghclaw.com

DIRECT DIAL NUMBER

DIRECT EMAIL

FACSIMILE COVER SHEET

Date: January 16, 2017

TO: Kathy L. Schmelz, RMC, City Clerk FAX #: [REDACTED]

FROM: Steven P. Gouin, Esq.

NUMBER OF PAGES INCLUDING COVER SHEET: 7

CLIENT/MATTER NAME: Open Public Records Request

CLIENT/MATTER NUMBER: 20095/1

MESSAGE:

If you did not receive all of the pages, or find that they are illegible, please call Lori at extension [REDACTED] as soon as possible.

The information contained in this facsimile message is attorney privileged and confidential information intended only for the use of the individual or entity named above. If the reader of the message is not the intended recipient, you are hereby notified that any dissemination, distribution or copy of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone and return the original message to us at the above address via the U.S. Postal Service. Thank you.

Doc #2588346-v1