



State of New Jersey
DEPARTMENT OF COMMUNITY AFFAIRS
OFFICE OF LOCAL CODE ENFORCEMENT
SOUTHERN REGIONAL OFFICE
852 WHITEHORSE PIKE
HAMMONTON, NJ 08037

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

October 16, 2018

Opra+request-2645-d41bbdc8@requests.opramachine.com

RE: OPRA Request C137776

To Whom It May Concern,

The Office of State and Local Code Inspections, Southern Regional Office, Division of Codes and Standards, Department of Community Affairs, is in receipt of your request for records under the Open Public Records Act (OPRA), regarding permits issued in the Borough of Englishtown.

In OPRA request tracking number C137776, information was requested for copies of all OPRA requests for the Borough of Englishtown submitted between August 1, 2018, and October 9, 2018.

- A thorough search was conducted of our records which discovered:
OPRA Request C135836 for 16 Wood Street;
OPRA Request C136636 for 8 Main Street;
OPRA Request C136878 for 26 Water Street;
OPRA Request C136985 for 7 Weamaconk Drive.

Copies of these requests are provided for your review.

OPRA request C137776 is hereby deemed to be closed. Please do not hesitate to contact me if you have any questions.

Sincerely,

Cristi Falisi
OPRA Custodian
Office of Local Code Enforcement
Southern Regional Office





State of New Jersey
Government Records Council
GOVERNMENT RECORDS REQUEST FORM
101 South Broad Street, PO Box 810
Trenton, NJ 08625-0810
Phone: 866-850-0511 Fax: (609) 633-6337
E-mail: grc@doa.state.nj.us Website: www.nj.gov/grc



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 _____ MI _____ Last Name _____
E-mail Address _____
Mailing Address _____
City _____ State _____ Zip _____
Telephone _____ FAX _____
Preferred Delivery: Pick Up ☐ US Mail ☐ On-Site Inspection ☐ Fax ☐ Email ☒

If you are requesting records containing personal information, please select one: Under penalty of N.J.S.A. 20:28-2, I certify that I ☐ HAVE / ☒ HAVE NOT been convicted of any indictable offense under the laws of New Jersey, and other state or the United States.

Signature _____ Date 8/14/2018

Payment Information

Maximum Authorization Cost \$ _____
Select Payment Method
Cash ☐ Check ☐ Money Order ☐
Fees: Letter size \$0.05 per page
Legal size \$0.07 per page
Other materials Actual cost (CD, DVD, etc.) of materials
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.

Owner Name: CARRINGTON MORTGAGE SERVICES LLC
Property Address: 16 WOOD AVE, ENGLISHTOWN NJ 07726
Block: 3.01
Lot: 6

No violations / (1) open permit plumbin

We are currently conducting research on the property above mentioned located within your city limits. The bank is requesting we provide them with any information regarding code violations and permitting. If you could please advise whether there are any open/expired permits for but not limited to: building, electrical, plumbing, etc and/or any active code violations against the property, I would greatly appreciate it.

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 # C135836
Rec'd Date 8/15/18
Ready Date 8/16/18
Total Pages 3
Records Provided _____
Final Cost
Total _____
Deposit _____
Balance Due _____
Balance Paid _____

Due 8/24/18

Emailed 8/16/18 CD
Custodian Signature _____ Date _____



Borough of Englishtown
Municipal Building
15 Main Street
Englishtown, N.J. 07726

ATTN: SUZANNE

609-704-1510

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

For Municipal Use Only

Date Received: 8/15/18 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: _____

Company: _____

Address: _____

Telephone (Day): _____

Information Requested:

_____ Copy of Minutes (specify board or entity, date, topic or other identifying information)

_____ Copy of Ordinance or Resolution (specify date, number, or other identifying information)

_____ Police Accident Report Fee: _____

_____ Identify Accident: _____

✓ Other (Specify): _____

Owner Name: CARRINGTON MORTGAGE SERVICES LLC
Property Address: 16 WOOD AVE, ENGLISHTOWN NJ 07726
Block: 3.01
Lot: 6

We are currently conducting research on the property above mentioned located within your city limits. The bank is requesting we provide them with any information regarding code violations and permitting. If you could please advise whether there are any open/expired permits for but not limited to: building, electrical, plumbing, etc and/or any active code violations against the property, I would greatly appreciate it.

The term "public records" generally includes those records determined to be public in accordance with N.J. S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq..

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on: _____

Number of Pages: _____

Estimated Cost: _____

Postage: _____

Total Cost: _____

Deposit: _____
(required where the anticipated cost of reproduction exceeds \$5.00)

Applicant _____

Municipal Official _____

8/14/2018
Date

Date

OWNER: US Bank for LSF9

PROPERTY ADDRESS: 8 Main St 07726

PIN NUMBER: Blk 20 Lot 16

*Please provide all copies of open and expired permits or any permits that may need further action for the above address.

*Please provide any fines/special assessments that are due for the above referenced property. Please include any supporting/related documents as well as where to send payment.

*Please provide any copies/records of open or outstanding code enforcement violations/code enforcement liens along with any payoff amounts and ledgers for the above address.

*Please provide any documents/records showing that this property has been registered as vacant/abandoned. Please include invoices for any fees paid or fees due.

*Please provide all outstanding/past due utility bills including utility liens for this property. Please include what is serviced (Ex: Water, Sewer and garbage) and any ledgers for outstanding balances for the above address.

Please return all results via email to :

or please fax to

Thank you in advance for your assistance,

Rec'd 9/10/18
Tracking# C136636
Due Date 9/19/18
#Pages 9
Ready 9/12/18
Emailed (CD)

The term "public records" generally includes those records determined to be public in accordance with N.J. S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq..

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on: _____

Number of Pages: _____

Estimated Cost: _____

Postage: _____

Total Cost: _____

Deposit: _____
(required where the anticipated cost of reproduction exceeds \$5.00)

Applicant

9/7/2018

Date

Municipal Official

Date



Borough of Englishtown
Municipal Building
15 Main Street
Englishtown, N.J. 07726

CRISTI

ATTN: ~~XXXXXXXXXX~~

609-764-1510

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

For Municipal Use Only

Date Received: 9/17/18 Date of Response: _____
SEE INSTRUCTIONS ON THE OTHER SIDE

Name: _____

Company: _____

Address: _____

Telephone (Day): _____

Information Requested:

_____ Copy of Minutes (specify board or entity, date, topic or other identifying information)

_____ Copy of Ordinance or Resolution (specify date, number, or other identifying information)

_____ Police Accident Report Fee: _____

Identify Accident: _____
X Other (Specify): Please advise if there are any open permits with relation to the property located at 28 Water Street. Advise if there are any zoning violations and confirm that the property is zoned for the current use of: (a multi-family structure, single family structure and commerical building).

07726

CORRECT

C-1
Ready 9/20/18
mailed @
Rec'd 9/17/18
Tracking # C136870
Due Date 9/26/18
#Pages 8

B & L33
Only (1) open
10-13003

_____	License Information (Specify): _____	

<u> X </u>	Information on a specific property:	Address: <u>26 Water Street</u>
		Block: <u>4</u> Lot <u>33</u>
_____	Zoning Ordinance	Fee: <u>\$29.50</u>
_____	Zoning Map	Fee: <u>\$7.00</u>
_____	Municipal Lien Search	Fee: <u>\$10.00</u>
	Municipal Lien Searches are provided by the designated search officer and will be provided within 15 days after the request is received and the fee paid, as provided in N.J.S.A. 54:5-11, et seq.	
_____	List of Property Owners within 200'	Fee _____
	As provided in N.J. S.A. 40:55D-12, the fee is the greater of \$.25 per name or \$10.00.	

A request for access to or for a copy of Government Records should be submitted on this form, which has been adopted by the Municipal Clerk as the Custodian of Records. Some records will be immediately available during normal business hours. Some records will require time to compile and to make the copies requested, but will normally be available during normal business hours and within seven (7) business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven (7) business days, you will be provided with a response with that information within the seven (7) business days. Some records requested have specific fees or other response times established by statute. There is no fee involved in simply inspecting a document during normal business hours. This request may be filed electronically. In general:

- Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective negotiations agreements and individual employment contracts, and public employee salary and overtime information. Minutes of public meetings will be generally available immediately after the minutes have been approved.
- Records which are not readily available or which will require a search of records will be made available as soon as possible and the applicant will be provided with an interim report within seven (7) business days indicating the time which will be required to provide the records.
- Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be as follows: Letter size pages - \$0.05 per page; Legal size pages \$0.07 per page, as provided by N.J.S.A. 47:1A-5.b.
- Where a request is for a copy in a format other than a photocopy, reasonable efforts will be made to provide the information in the format requested. The cost will be based on the costs of producing the format requested.
- Where a legal determination must be made as to whether records are "public records" as provided by law, the request will be reviewed by the Municipal Attorney.

The term "public records" generally includes those records determined to be public in accordance with N.J. S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq..

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on: _____

Number of Pages: _____

Estimated Cost: _____

Postage: _____

Total Cost: _____

Deposit: _____
(required where the anticipated cost of reproduction exceeds \$5.00)

Applicant: _____

9/11/18
Date

Municipal Official

Date



Borough of Englishtown
Municipal Building
15 Main Street
Englishtown, N.J. 07726

ATTN: CRISTE

609-704-1510

REQUEST FOR ACCESS TO GOVERNMENT RECORDS

For Municipal Use Only

Date Received:

9/19/18

Date of Response:

SEE INSTRUCTIONS ON THE OTHER SIDE

Name:

Company:

Address:

Telephone (Day):

Information Requested:

_____ Copy of Minutes (specify board or entity, date, topic or other identifying information)

_____ Copy of Ordinance or Resolution (specify date, number, or other identifying information)

_____ Police Accident Report

Fee: _____

Identify Accident: _____

X

Other (Specify): Please provide all open and closed construction, plumbing and electrical permits for the last 10 years for the following property.

7 Weamaconk Dr, Englishtown, NJ 07726

Lot: 00014

Block: 00017

Please email the information.

Rec'd 9/19/18

#

C136985

Due 9/28/18

20 pages

Emailed 9/26/18
@

____ License Information (Specify): _____

____ Information on a specific property: Address: _____
 Block _____ Lot _____

____ Zoning Ordinance Fee: \$29.50

____ Zoning Map Fee: \$7.00

____ Municipal Lien Search Fee: \$10.00
 Municipal Lien Searches are provided by the designated search officer and will be provided within 15 days after the request is received and the fee paid, as provided in N.J.S.A. 54:5-11, et seq.

____ List of Property Owners within 200' Fee _____
 As provided in N.J. S.A. 40:55D-12, the fee is the greater of \$.25 per name or \$10.00.

A request for access to or for a copy of Government Records should be submitted on this form, which has been adopted by the Municipal Clerk as the Custodian of Records. Some records will be immediately available during normal business hours. Some records will require time to compile and to make the copies requested, but will normally be available during normal business hours and within seven (7) business days. If any document or copy which has been requested is not a public record or cannot be provided within the seven (7) business days, you will be provided with a response with that information within the seven (7) business days. Some records requested have specific fees or other response times established by statute. There is no fee involved in simply inspecting a document during normal business hours. This request may be filed electronically. In general:

- Immediate access is ordinarily available for budgets, bills, vouchers, contracts, including collective negotiations agreements and individual employment contracts, and public employee salary and overtime information. Minutes of public meetings will be generally available immediately after the minutes have been approved.
- Records which are not readily available or which will require a search of records will be made available as soon as possible and the applicant will be provided with an interim report within seven (7) business days indicating the time which will be required to provide the records.
- Except as otherwise provided by law or regulation, the fee assessed for the duplication of a printed record shall be as follows: Letter size pages - \$0.05 per page; Legal size pages \$0.07 per page, as provided by N.J.S.A. 47:1A-5.b.
- Where a request is for a copy in a format other than a photocopy, reasonable efforts will be made to provide the information in the format requested. The cost will be based on the costs of producing the format requested.
- Where a legal determination must be made as to whether records are "public records" as provided by law, the request will be reviewed by the Municipal Attorney.

The term "public records" generally includes those records determined to be public in accordance with N.J. S.A. 47:1A-1. The term does not include employee personnel files, police investigation records, public assistance files or other matters in which there is a right of privacy or confidentiality or inter-agency or intra-agency advisory, consultative, or deliberative material or other material which is specifically exempted by law.

The Applicant hereby acknowledges receipt of a copy of this form with the date on which the information is expected to be available and the estimated cost. The applicant hereby certifies that he or she has not been convicted of any indictable offense under the laws of this State, any other state or the United States and is not seeking government records containing personal information pertaining to the victim or the victim's family as provided by N.J.S.A. 47:1A-1 et seq..

This form, when signed by the municipal official shall constitute a receipt for any deposit received.

The information requested will be ready on: _____

Number of Pages: _____

Estimated Cost: _____

Postage: _____

Total Cost: _____

Deposit: _____
(required where the anticipated cost of reproduction exceeds \$5.00)

Applicant

Municipal Official

9/18/2018
Date

Date