



State of New Jersey
Department of Agriculture



Soil Conservation District

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	Thomas	MI		Last Name	Bowen
Company	DRHorton				
Mailing Address	8 Neshaminy Interplex, Suite 115				
City	Trevose	State	PA	Zip	19053
Email	tjbowen@drhorton.com				
Business Hours Telephone:	Area Code	609	Number	617-8720	Extension
Preferred Delivery:	Pick Up	X	US Mail		On Site Inspect
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	Thomas Bowen (electronic)			Date	10/3/2017

Payment Information

Maximum Authorization		
Cost \$		
Select Payment Method		
Cash	Check	Money Order
Fees Per Page:		
\$0.05	Letter Size or Smaller	
\$0.07	Legal Size or Larger	
Delivery:	Delivery/Postage fees additional depending upon delivery type.	
Extras:	Extraordinary service fees dependent upon request.	

Record Request 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.

OCSD #7800

Please provide copies of approved site plans for Seacrest Pines with OCSD stamps for Phase 1&2. Will provide payment when picking up from your office. Kindly let me know when available.

STATE USE ONLY

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

STATE 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

STATE USE ONLY

Tracking Information		Final Cost	
Tracking #		Total	
Rec'd Date	10/31/17	Deposit	
Ready Date		Balance Due	
Total Pages		Balance Paid	0
Records Provided			
SCO # 7800 WANTS his set of Plans Certified as per KT IF the Plans are The same they will be Certified. No Further Request For File info.			
Custodian Signature		Date	
[Signature]		10/11/17	

Jean Baluski

From: Thomas J. Bowen <TJBowen@drhorton.com>
Sent: Wednesday, October 11, 2017 8:26 AM
To: Jean Baluski
Subject: RE: OPRA Requested

Will do, tnx

From: Jean Baluski [mailto:JBaluski@soildistrict.org]
Sent: Wednesday, October 11, 2017 8:16 AM
To: Thomas J. Bowen <TJBowen@drhorton.com>
Subject: RE: OPRA Requested

Tom,
You can bring in the sign & sealed plans to our office.
If the Review verifies that they are the same plans they can be stamp.
It will take the review some time to do this so let me know when you will drop them off.
After the review process is done we will then call you to let you know the next step.

Jean Baluski, CPESC
Office Manager/Erosion Control Specialist
Ocean County Soil Conservation District
714 Lacey Road
Forked River, New Jersey 08731
609-971-7002 ext. 111
609-971-3391 Fax
JBaluski@soildistrict.org
<http://www.soildistrict.org>
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From: Thomas J. Bowen [mailto:TJBowen@drhorton.com]
Sent: Wednesday, October 11, 2017 7:59 AM
To: Jean Baluski
Subject: RE: OPRA Requested

I believe that is the case for the Sections 1 & 2. The other sections are likely in for approval later this year.

From: Jean Baluski [mailto:JBaluski@soildistrict.org]
Sent: Wednesday, October 11, 2017 7:48 AM
To: Thomas J. Bowen <TJBowen@drhorton.com>
Subject: RE: OPRA Requested

Tom,
Do you already have a set of the plans and only need to have it stamped because it is the exact same plans?
Jean

From: Thomas J. Bowen [<mailto:TJBowen@drhorton.com>]
Sent: Wednesday, October 11, 2017 7:45 AM
To: Jean Baluski
Subject: RE: OPRA Requested

Thank you for your help. I apologize as I likely wasn't specific as to only needing a copy of the first page with the OCSD stamp. Thru time and use the page has been rendered useless and that needs replacing. Please let me know if this is possible.

From: Jean Baluski [<mailto:JBaluski@soildistrict.org>]
Sent: Wednesday, October 11, 2017 7:09 AM
To: Thomas J. Bowen <TJBowen@drhorton.com>
Subject: RE: OPRA Requested

Thomas J. Bowen,
Here is the quote from Staples on coping the plans.
Please submit a check for this amount if you would like us to proceed.
Make all checks out to O.C.S.C.D.
Thank you

Jean Baluski, CPESC
Office Manager/Erosion Control Specialist
Ocean County Soil Conservation District
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Forked River, New Jersey 08731
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JBaluski@soildistrict.org
<http://www.soildistrict.org>
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From: Thomas J. Bowen [<mailto:TJBowen@drhorton.com>]
Sent: Wednesday, October 04, 2017 3:36 PM
To: Jean Baluski
Subject: RE: OPRA Requested

Thank you

Sent from my Windows Phone

From: Jean Baluski
Sent: 10/4/2017 2:01 PM
To: Thomas J. Bowen
Subject: RE: OPRA Requested

Thomas J. Bowen,

There are 89 sheets, we need to get a quote from staples for the reprinting of the plans.
Once we receive a quote we will need a check for that amount before we are able to reprint the plans.

Jean Baluski, CPESC
Office Manager/Erosion Control Specialist
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JBaluski@soildistrict.org
<http://www.soildistrict.org>
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From: Thomas J. Bowen [<mailto:TJBowen@drhorton.com>]
Sent: Wednesday, October 04, 2017 1:52 PM
To: Jean Baluski
Subject: RE: OPRA Requested

Yes please, sorry for misidentification.

Sent from my Windows Phone

From: Jean Baluski
Sent: 10/4/2017 1:38 PM
To: Thomas J. Bowen
Subject: OPRA Requested

Thomas J. Bowen,

You requested Phase I & II do you mean Section I and II?

Jean Baluski, CPESC
Office Manager/Erosion Control Specialist
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Test, Test
Order Due: Tuesday, 10/10/17, 7:30 PM

Order Number



2095305300

Order Received:

Tuesday, 10/10/17, 9:40 AM

Contact Phone:

(732) 500-6000

Call When Ready for Pickup:

Y

Job 1 of 1 - Engineering Prints

Job Due: Tuesday, 10/10/17, 7:30 PM

SKU	Description	Qty	Subtotal
2071218	Engineering Prints - Engineering Prints	1	\$378.59

Order Summary:

Total Price \$ 378.59

Your satisfaction is our goal.

If your order doesn't meet your expectations, let us know so we can fix it.

Check out our current Print Promotion**20%**

back in rewards on
color presentations,
manuals and copies.

Expires 11/4/17.

Coupon code: 97944



Valid orders at staples.com/20back, by phone at 1-888-333-3159 or in Staples® U.S. stores. Excludes Daily Deal, Auto-Restock orders, printing from the computer workstation, binding services, faxing, scanning, shredding, on-demand or staples promotional products, color photo printing, Staples Design Services and any black and white print purchases. Member's number must be supplied during purchase to receive benefit. Web and in-store codes for pickup in-store must be paid for in-store to receive the offer. Not valid on prior purchases or purchases made with Staples® Prepayment or Government Cards. Limit one coupon per customer, non-transferable. Purchase a qualifying item and earn 20% back in Staples Rewards® on all color presentations. Standard percent back in Staples Rewards will be awarded. Price slighter cannot paid at checkout after application of all promotions, coupons, instant savings, and rewards restrictions and does not include tax or shipping. Customers may only qualify for one promotion in a single transaction. Staples Rewards are issued in increments of \$5. Rewards expire the first day of the month following the month in which they are issued and cannot be redeemed after the expiration date. Monthly balance of less than \$5 will roll over through the end of the following calendar quarter. Unused rewards will expire at the end of the following calendar quarter unless a qualifying purchase is made during that rollover period. For full program details, visit staples.com/rewards. Coupon value applied per tax. Expires 11/4/17.

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