

OPRA Request Status Sheet
Long Branch Planning & Zoning Department

To: City of Long Branch Municipal Clerk's Office

Re: Requested Address 163 Washington Street

Requested Block 341 Lot 2

Requested By Karen Williams

Date request received by Planning & Zoning Department 3-29-21

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☐ Please be advised that the information requested has been archived and will require additional time to allow for document retrieval.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 3-29-21

Processed by: [Signature]

Amanda Caldwell

From: Lisa Sherman
Sent: Monday, March 29, 2021 3:48 PM
To: Amanda Caldwell
Cc: Erik Brachman; Courtney Lopez
Subject: OPRA from Karen Williams
Attachments: SKonica(Pla21032914450.pdf)

There are no violations currently on file but that is not to say that none exist.

Amanda Caldwell

From: Theresa Gillespie
Sent: Tuesday, March 30, 2021 10:32 AM
To: Amanda Caldwell; Francesca Kennedy; Erik Brachman
Cc: Mary Moss; John Palmer; Nicholas Graviano; Lisa Sherman; Courtney Lopez
Subject: Re: OPRA for Karen Williams request received 3/29/2021

Good morning,

The Building Department does not have any records for 163 Washington Street, Long Branch. Have a great day!

*Theresa Gillespie
Technical Assistant to the Construction Official
City of Long Branch
Construction Department
344 Broadway, Annex Bldg.
Long Branch, NJ 07740*

*Office: 732-571-5690 Ext: 5439
Fax: 732-571-2540*

From: Amanda Caldwell <acaldwell@longbranch.org>
Sent: Monday, March 29, 2021 2:35 PM
To: Theresa Gillespie <tgillespie@longbranch.org>; Francesca Kennedy <fkennedy@longbranch.org>; Erik Brachman <ebrachman@longbranch.org>
Cc: Mary Moss <mmoss@longbranch.org>; John Palmer <jpalmer@longbranch.org>; Nicholas Graviano <ngraviano@longbranch.org>; Lisa Sherman <lsherman@longbranch.org>; Courtney Lopez <clopez@longbranch.org>
Subject: OPRA for Karen Williams request received 3/29/2021

Good Afternoon,

Please complete the attached OPRA and return back to this office, no later than 4/8/2021

Thank You,
Amanda Caldwell